619.708.9273 • kristinkoeleman@gmail.com • Portfolio: www.kristinkoeleman.com

San Diego, CA

Versatile and innovative professional with extensive instructional design experience within highly competitive markets. Analytical professional skilled in successfully designing customized materials and programs that enhance organizational initiatives and deliver significant returns. Collaborative communicator focused on building relationships and promoting synergy across business lines. Proven track record of leading complex projects from inception through completion.

Areas of Expertise include:

- ✓ Needs Analysis
- ✓ Web Authoring Programs
- ✓ eLearning Design & Development
- ✓ Adult Learning Theory
- ✓ Relationship Building
- ✓ Personnel Training & Leadership
- ✓ Project Management
- ✓ Evaluation Tools
- ✓ ADDIE

EXPERIENCE & NOTABLE CONTRIBUTIONS

LINKEDIN • Mountain View, CA • 2016 to present

INSTRUCTIONAL DESIGNER

(Contract/Remote) As part of the Global Learning & Certification Team I design and develop technical and non-technical training resources for internal/external audiences (ILTs, online courses, blended learning.) For existing resources I assess the effectiveness and relevance of the content, make recommendations and re-develop the material as needed.

KEY ACCOMPLISHMENT:

• Identified and recommended key improvements to existing materials which were implemented in re-development.

SONY PLAYSTATION • San Diego, CA • 2012 to 2016

INSTRUCTIONAL DESIGNER

Designed comprehensive technical and soft-skill instructional programs and materials from inception to evaluation. Utilized web-based and instructor led training to craft custom processes that enable ideal learning and retention. Produced a monthly global e-Newsletter to increase interdepartmental communication. Led the successful training of a summer intern who was hired full-time.

KEY ACCOMPLISHMENTS:

- Identified optimal training solutions and objectives through the in-depth study of needs analyses and audiences.
- Provided subject matter expertise on building audio/video outlines, scripts and storyboards to deliver messaging.
- Crafted customized adult-learning platforms that utilized audience-specific tools for a global audience.

SAN DIEGO STATE UNIVERSITY RESEARCH FOUNDATION • San Diego, CA • 2010 to 2012

GRADUATE ASSISTANT, INSTRUCTIONAL DESIGN

Contributed to the integration and deployment of class content into mobile application software. Optimized smartphone capabilities to implement new e-learning lessons for middle and high school courses.

KEY ACCOMPLISHMENT:

• Conceptualized and designed a mobile game that facilitated and encouraged parent and student interactions.

EQUITY 1 LENDERS GROUP • San Diego, CA • 1996 to 2008

SENIOR SALES ACCOUNT EXECUTIVE, MARKETING

Prepared online, digital and print materials designed to boost product marketing programs and awareness. Strategized and executed marketing projects with a focus on business growth and new opportunities.

KEY ACCOMPLISHMENT:

Regularly organized and administered broker training presentations for audiences with 100+ attendees.

CONSULTING PROJECTS

PROCUREMENT E-LEARNING TRAINING, COUNTY OF SAN DIEGO, 2011 | ONLINE VOLUNTEER TRAINING MODULE, SAN DIEGO ZOO, 2010

TECHNICAL PROFICIENCIES				
Adobe Photoshop Audacity SnagIt Qualtrics Survey Monkey Articulate Storyline Camtasia Microsoft Office Suite Screenly Word Press Asana (Project Mgmt) Captivate PowToon Box				