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Education

Master of Arts, Organization, Information & Learning Sciences

May, 2021

Concentration in eLearning

The University of New Mexico

Course work: The Adult Learner, Instructional Design, Training Techniques, Program Evaluation, Theory and Practice of Organizational Learning, Cross Cultural Issues in Adult Learning, eLearning Course Design.

Bachelor of Arts, Media Arts

May, 2000

The University of New Mexico

Course work: Video Techniques in Education and Training, Studio Art: Two-Dimensional Design, Drawing, Painting, and Advanced Photography.

Associate of Arts, Liberal Arts

Apr, 1992

Central New Mexico Community College

Additional Studies

Computer Information Systems

Jan, 2001 – Dec 2003

Central New Mexico Community College

Multimedia courses: Video Editing Production, Adobe: Photoshop, Illustrator and After Effects

eLearning Consulting

Internship, Career and Professional Development Programs Anderson School of Management

Sept, 2020 – May, 2021

The University of New Mexico

- Developed intervention for the Practical Project Management program based on needs analysis to promote an engaging online learning environment.
- Deliverables included restructured online file system, guide to online social presence, team assignments based on diversity and assigned roles to promote collaborative learning, facilitated intervention implementation.
- Evaluation showed increased participant satisfaction collaborating with peers based on qualitative observations and quantitative surveys analysis.

Employment

IT Tech Support 2, Information Technologies The University of New Mexico, Albuquerque, NM

Aug, 2019 - Present

- Support faculty, participants, monitor on-campus classroom/online synchronous instruction.
- Collaborate on user documentation, train faculty and staff in video conferencing techniques.
- Aide in hybrid classroom equipment installations on the main campus to promote online learning.
- Respond to user technical support requests by email, phone or synchronous meeting based on Cherwell service management ticketing system.

Videographer, Academic Technologies, Information Technologies The University of New Mexico, Albuquerque, NM

Dec, 2003 – Aug, 2019

- Operated emerging technologies in support of classroom and online synchronous instruction.
- Provided technical support in academic setting to faculty, participants, and student employees.
- Responded to technical irregularities, documented, and reported to leadership and support staff.

Coordinator, Inventory Control, Gift & Clothing, UNM Bookstores Inventory Control Clerk, Gift & Clothing UNM Bookstores The University of New Mexico, Albuquerque, NM

Jun, 2019 – Aug, 2019 Dec, 2003 – Jun, 2019

- Negotiated product delivery, designed thematic artwork with vendors and managed asset allocation.
- Aided in promotional material development for target audiences and event support like *Game Day Fridays, Grad Fair* and *UNM Commencements*.
- Coordinated event logistics ensuring success through training and collaborative customer service.

Audio Visual Technician III, Instructional Media Resources Central New Mexico Community College, Albuquerque, NM

Feb, 1992 – Aug, 1997

- Trained staff in event service and technical support, purchased, managed inventory and budgets.
- Developed services, informational materials, ensured continuity with target audience and client needs.
- Collaborated on reports, survey evaluations, and grant proposals to expand budget and services.
- Awards: First Place, Association of Professional Videographers, Best Corporate/Industrial Productions 1996, The Puente Project, and The Art & Science of Retail Baking, Silver Certificate for TVI Admissions Video

Volunteer Work

Docent, Visual Arts Museum & Performing Arts Theatres National Hispanic Cultural Center, Albuquerque NM

Aug, 2000 – Aug, 2009

- Greeting diverse audiences, promoted inclusive learning of arts and culture.
- Cultural event support, assisting local artists in teaching arts and crafts.

Key Skills, Knowledge & Abilities

- Conceptual design, project development, intervention implementation and facilitation.
- Mentoring, training adult learners in technical, educational, and organizational settings.
- Foster humanized collaborative online learning experience for diverse audiences.
- Learning Management Systems administration, course design on Moodle.