

# ANNA TAYLOR

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Analytical professional with more than 10 years of experience in education seeking opportunity to leverage expertise in instructional design, educational technology, program/project management, and relationship building in a new way. Highly effective at nurturing trust with key stakeholders and supporting transformative organizational change through continuous education and process improvements. Collaborative leader skilled at assessing program effectiveness and utilizing data trends to shape strategic plan. Additional background in development and Human Resources.

## AREAS OF EXPERTISE

Instructional Design | Educational Technology | Curriculum Development | Relationship Building | Strategic Planning  
Stakeholder Engagement | Continuing Education & Professional Development | Training & Coaching | Leadership  
Project Management | Data Analysis | Event Planning | Community Outreach | Accreditation Standards | Advocacy  
Interdisciplinary Collaboration | Youth Empowerment | Educational Equity | Service Delivery | Regulatory Compliance  
Lexia Learning | ST Math | Acadience | Voyager Sopris | Learning A to Z | Mastery Connect | Standards Tracking

## PROFESSIONAL EXPERIENCE

### EARLY LIGHT ACADEMY, South Jordan, UT

8/2015–Present

#### Teacher

Drive instructional design, lesson planning, integration of instructional technology, and curriculum development. Utilize various instructional tools and practices to engage diverse student population and ensure equitable opportunities for all. Build relationships with parents and encourage involvement through communications and volunteer opportunities. Collaborate across school in planning outreach events and internal initiatives related to school culture. Gather data from multiple sources and adjust instructional practices to ensure student success. Mentor and coach new teachers.

- Recognized throughout district for quality and creativity of programs, including utilizing diverse instructional tools to improve accessibility and engagement for students of varied backgrounds and learning styles.
- Planned and managed multiple events, including Leadership Week, Red Ribbon Week, and This Day in History, which also involved promoting events for parents and other external stakeholders.
- Championed value of learning and education by integrating real-world examples and learning in classroom.
- Contributed to development of scope/timeline and curriculum for full-day kindergarten program launch.
- Named Team Lead and engage with administrators on problem-solving, continuous education, and project management to maintain focus on academic success.
- Navigated COVID-19 pandemic by sustaining relationships with students, parents, and colleagues during remote and hybrid instructional models, ensuring students' social-emotional and academic needs were met.

### SKAGGS CATHOLIC CENTER, Draper, UT

8/2000–8/2017

#### Teacher (5/2007–8/2015)

Established trust with students, parents, colleagues, and administrators to shape a culture of engagement. Partnered with team on instructional design and sharing best practices. Utilized educational technology to improve student performance.

- Served on numerous committees and collaborated on curriculum development, resource sourcing, and outreach.
- Leveraged data analysis to adjust lesson plans for Mathematics and Social Studies based on trends.

#### Development Associate/Benefits Coordinator (8/2000–8/2007)

Planned and executed large-scale fundraising events and small gatherings to champion program value and engage potential families, donors, and partners. Nurtured relationships with decision-makers and stakeholders. Managed benefits programs for team of 200+, including health and life insurance, payroll, and PTO.

- Led marketing strategy and outreach to promote programs and activities, including overseeing monthly newsletters from content creation and editing through pre-press proofreading and layout.

## EDUCATION

**Master of Arts in Education (4.0 GPA) with Mathematics Endorsement**, Southern Utah University–Cedar City, UT  
**Bachelor of Science in Behavioral Science & Health**, University of Utah–Salt Lake City, UT  
**Credentials**, Project Management Certificate (In Progress); State of Utah Level II Teaching License