

Janelle
Delbello

CONTACT

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ABOUT ME

As an avid learner, I am constantly striving to discover and develop personally and professionally. I am an EdTech nerd and a big time people person. I love yoga, taking photos and travelling to new places.

SKILLS

Instructional Design
E-learning Authoring
Curriculum Development
Workshop Facilitation
Technical Writing

TOOLS

MS Office	• • • • •
Adobe InDesign	• • • •
Adobe Captivate	• • • •
Desire2Learn LMS	• • • • •
Moodle LMS	• • • • •
Blackboard LMS	• • • •
Oracle PeopleSoft	• • • •
MS Sharepoint	• • •

CERTIFICATES

Mental Health First Aid
American Sign Language 101
DELF B2 (French Diploma)
DAEF (French exchange, Lyon)

EDUCATION

PROFESSIONAL WRITING CERTIFICATE (BUSINESS & TECHNICAL WRITING)

University of Calgary, 2017 (expected)

BACHELOR OF EDUCATION (MODERN LANGUAGES: FRENCH)

University of Lethbridge, 2014-2015

BACHELOR OF ARTS (FRENCH)

University of Lethbridge, 2008-2012

EXPERIENCE

TEACHING & LEARNING COORDINATOR

Haskayne School of Business - University of Calgary, Calgary, AB

May 2016 (current)

- Support Haskayne faculty in the development of curriculum, course materials and assessments using current educational technology and methodology
- Perform quality assurance analysis course materials, outlines and assessment tools
- Serve as product subject matter expert for Desire2Learn Learning Management Software through the creation of training and job aids and by providing troubleshooting support
- Championed the implementation of new processes for recruiting, hiring, training and ongoing support of Haskayne Undergraduate and MBA Teaching Assistants
- Communicate with educational specialists across campus to gather, assess and implement teaching and learning best practices in the Haskayne School of Business

TEACHER

Connect Society, Calgary, AB

August 2015 - May 2016

- Utilizing educational best practices; designed, developed and executed an extensive curriculum focused on total communication and social development for children who are deaf
- Composed Individual Program Plans (IPPs) for each individual child, communicated goals and strategies to parents & oversaw the achievement of year-long learning goals
- Engaged with specialists, program administrators, parents and stakeholders to best meet the social and language needs of all students

HEAD ESL TEACHER

Changwon SLP, Changwon, South Korea

February 2013 - November 2013

- Created and facilitated professional development workshops for ESL instructors on various topics including classroom management strategies, interactive learning activities, and assessment best practices
- Developed understanding of various teaching best practices by skillfully preparing and executing lesson plans focused on total language immersion in a foreign environment
- Interviewed, onboarded and provided ongoing training and support to incoming foreign teachers from Canada and the United States