Claire Paulson

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EXPERIENCE

School of Government, University of North Carolina at Chapel Hill

Instructional Design Team Lead, March 2023-Present.
- Managed a team of two full-time employees, a temporary employee, a graduate student intern, and five work-study students.
- Set strategic priorities for Instructional Design Team.
- Led the migration of SOG's online MPA program from an external vendor to an in-house setting. Work included developing a new program-wide Canvas template, overseeing migration and quality assurance process for all online program courses, developing new SOPs for online course creation and updates, and leading internal training and communications efforts.
- Led multiple service agreement e-learning projects and oversaw process improvements to the team's e-learning pipeline.
- Built and managed relationships with internal and external clients.

Instructional Design Specialist, January 2022-March 2023.
- Supported SOG faculty in course development and revision. Coached faculty in instructional technology and pedagogical strategies.
- Assisted faculty and staff with the use of Canvas LMS, providing LMS design expertise, custom template builds, content migration, troubleshooting, and assessment development. Evaluated and redesigned Canvas template.
- Designed and developed learning experiences using e-learning authoring software and other educational technologies.
- Planned, designed, and launched a complex micro-credentialing system.
- Led design workshops and trainings for SOG faculty and staff.
- Co-managed several undergraduate work study students and two graduate student interns.
- Provided client-facing support for Canvas LMS and account access issues.

Carolina Health Informatics Program and Health Sciences Library, University of North Carolina at Chapel Hill

Program Specialist, February 2018-January 2022.
- Supported CHIP faculty in developing new and adapted online graduate-level courses. Coached faculty in curricular strategy, syllabus development, and online instructional strategies. Built LMS sites for online courses.
- Provided instructional design leadership in development of online data science training modules. Edited lesson scripts and coached instructors.
- Designed, planned, and coordinated a new program in health data analytics for high school students, adapting existing curriculum for undergraduates and developing new curricular modules. Taught lessons in health technology and research ethics. Coached instructors in successful instructional delivery.
- Planned launch of new online delivery of CHIP's Master's degree program.
- Searched for funding for new educational programs and developed and submitted several grant proposals to fund new programs. Proposed projects were funded by the NIH, NSF, and The Duke Endowment.
- Consulted library staff and patrons in grantsmanship skills.
- Organized and ran multiple health technology events.

Be A Maker (BeAM), University of North Carolina at Chapel Hill

Intern, January 2021-May 2021.

- Designed, prototyped, and built formal online student staff training modules for UNC's makerspaces.
- Led Education Team student staff in professional development activities.

GradeSaver
Writer, January 2018-March 2018.
- Contracted to write a lesson plan about As You Like It for high school teachers.
- Completed and published a 152-page document including in-depth analysis of the text, links to Common Core standards, multiple daily suggested lesson plans incorporating technology and media, and tests and quizzes.

Program Evaluation and Research Group at Endicott College
Research Associate, September 2017-November 2017.
Research Assistant, December 2015-September 2017
- Designed, conducted, and managed evaluations for a wide array of educational programs in both formal and informal settings.
- Took on lead responsibility for two projects when a colleague retired in June 2016.
- Collected and analyzed interview, survey, observation, and project documentation data using both qualitative and quantitative methods.
- Provided valuable formative feedback to project leaders and wrote formative and summative reports for project leaders and funders that shaped project direction.
- Presented at the fall 2016 AEA conference on student engagement in classrooms of teachers who had participated in a professional development program.
- Promoted to Research Associate, reflecting increased responsibility and excellent work quality.

College Summit Future Corps Pilot
Consultant, October 2014-October 2015.
- In collaboration with Executive Director and a small team, designed, implemented, and evaluated the Future Corps pilot program, a successful model later adopted nationally by College Summit (now PeerForward).
- Wrote and produced curriculum in leadership, college access, and campaign organizing skills.
- Contributed to high-level program design discussions and managed multiple projects.
- Evaluated the program's first year by surveying participants, gathering quantitative measures of program efficacy, and analyzing data.

EDUCATION

M.A., Educational Innovation, Technology, and Entrepreneurship, School of Education, University of North Carolina at Chapel Hill, August 2021.

Graduate work, Cognitive Science, Department of Cognitive, Linguistic, and Psychological Sciences, Brown University, 2012-2014.

B.A., Cognitive Science, Cum Laude, Yale University, 2012. Cumulative GPA 3.83.

SKILLS

Languages: Intermediate German, Intermediate Mandarin
Technology: Articulate 360, Canvas, Moodle, Figma, DomiKnow ONE, Storymaps, Thinglink, Axure, Adobe XD, Balsamiq, Adobe Illustrator, HTML/CSS, Monday.com
Certifications: Quality Matters Peer Reviewer (Higher Education)