Duncan Johnson

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Summary

Young, educated professional seeking new opportunities for advancement and service in education.

As a young professional with a diverse background in ministry, academia, and technology, I have frequently needed to rapidly acquire new skills. This variety of experiences has challenged me to grow in transferable managerial and technological skills.

With significant public speaking experience, I highly value clear and effective communication. For me, a project is not complete unless it is done well. I place a premium upon my personal character and work ethic. I pursue trust and transparency in my personal and professional affairs.

Presently, my goal is to secure a new position in education. I want to use my professional experience and focus on online education as I pursue new opportunities for my career. As a continual learner, I want to build on my educational background in software development with rigorous self-education to further enhance my technical and professional skills.

Education

Bob Jones University
Greenville, SC, USA

Master of Divinity *2006 – 2011*

Graduate program in religion with a total of 96 credit hours, including advanced classes in biblical Greek and Hebrew.

Bachelor of Arts *2002 – 2006*

Major in Bible (School of Religion) with a minor in Information Systems Management (College of Arts and Sciences, Division of Mathematical Science, Department of Computer Science).

Employment Experience

Crerar Law, LLP
Edmonton, AB

Legal Assistant *July 2017 – present*

I assisted lawyers with preparation of evidence, court filings, and other materials.

Foundation Baptist College
Edmonton, AB

Professor and Registrar *October 2013 – May 2017*

Foundation Baptist College is a small, non-profit post-secondary education institution that provides vocational training for prospective Christian ministers and personal enrichment courses for Christian adults. I oversaw various aspects of the academic and business affairs of the College and taught college courses on the biblical text, theology, and history. Serving as Registrar, I managed course scheduling and registration while serving as academic advisor for the majority of the College's credit students. Some of my other accomplishments included overseeing a successful fund-raising drive that brought in over $100,000, incorporating the College under the Alberta *Companies Act*, obtaining Charitable Status from the Canada Revenue Agency, producing audited financial statements for the College's first fiscal year, overseeing the development and release of a new Wordpress-powered website, launching an online catalog for the College library, and overseeing the cataloging of the library collection.

Meadowlands Baptist Church
Edmonton, AB

Church Administrator *October 2012 – September 2013*

With an average of 500 Sunday-morning attenders, Meadowlands Baptist Church is a larger church in southeast Edmonton. I provided administrative support to the Senior Pastor while also overseeing a variety of church operations. Some of my responsibilities included organizing and overseeing volunteers in various ministries, overseeing building maintenance staff, participating in meetings with the pastoral staff and deacon board, and writing curriculum for adult education classes.

MacEwan University
Edmonton, AB

Technology Support Centre Assistant *August 2011 – October 2012*

I provided Tier 1 technology support to students, staff and faculty via phone, walk up and e-mail, focusing on end-user support for computer applications and peripherals as well as use of the University network and internet resources.

Bob Jones University   Greenville, SC, USA
Graduate Assistant, Mack Library   *May 2006 – May 2011*

The Mack Library is the primary academic library for the Bob Jones University community. As a graduate assistant, I carried out a number of ongoing duties while also assisting with special projects. My primary task was to abstract and catalog popular and scholarly articles stored in the Fundamentalism File, which is a resource center with over 118,000 items of information classified under 5,000 different subjects. Topics covered in this collection include religion, theology, biblical interpretation, ethics, history, and current events. I assisted students, faculty, and guests with research queries and supervised library student workers on nights and weekend shifts. Some of my projects included organizing, marketing, and teaching instructional workshops on the use of technology in student research; designing an updated web interface for the library catalog; writing a variety of online subject guides; and generating barcode labels for approximately 80,000 items using data from the library catalog.

Projects

I have always enjoyed building online projects. A short list of some of my favorites is below, while a more comprehensive list can be found on the "Projects" page of my website.

- **library.foundationbaptistcollege.com** - Unlike many of my other website projects (which are predominantly deployed on shared hosting), this site is a live install of the open-source Koha ILS on a small Ubuntu server that I maintain.

- **moodle.duncanjohnson.ca** - An installation of the Moodle LMS that I have used with some of my courses.

- **Student Writing Helps (Website; Github repo).** A website to host material I developed for the *Seminary Project Labs* project at BJU. This site guides users through the installation and configuration of Greek and Hebrew fonts, the use of a Turabian template, and Zotero. It includes some of my old screencasts that I made for the original project.

- **A Timeline of the English Bible (Website; Github repo).** This timeline displays the political, publishing, and translational history of the Bible in the English language. The scope of events described spans from early medieval translations to modern committee translations produced by major publishers.

Teaching Experience

Foundation Baptist College   Edmonton, AB
AL401 Matthew in Greek   *Fall 2013*

Translation and exegesis of the first Gospel, with studies in syntax and vocabulary.

Ex201 Exposition of John's Gospel   *Fall 2012, Spring 2015*

Analyzes major theological themes and exposits select portions in John. Highlights hermeneutical principles vital to a proper exposition of John's writings.

Ex204 Exposition of Isaiah   *Summer 2012, Spring 2015*

An exposition of the book of Isaiah emphasizing the book's unified structure and thematic development. Includes discussion of how to structure a preaching series from Isaiah and vital hermeneutical principles within the book.

Ex315 Exposition of John's Epistles   *Spring 2014*

An exposition of 1, 2, and 3 John, with an emphasis on John's theology.

Ex401 Exposition of the Psalms   *Fall 2015*

Exposits select psalms representative of each genre and examines Hebrew poetry and the historical background of the Psalms.

Ex402 Exposition of Mark   *Spring 2013, Fall 2015*

An exposition of the gospel of Mark. Emphasizes its role in the synoptic gospels and its theme. Discusses how to interpret New Testament narrative as well as parabolic literature and discourse.

Pr101 Preparing Bible Messages *Fall 2015, Fall 2016*
Discusses the methodology for preparing a message from a biblical text. Defines exposition and details the steps of explanation and application.

Pr103 Personal Evangelism *Spring 2012, Fall 2014, Spring 2015, Spring 2016, Spring 2017*
Establishes the believer's obligation to evangelize. Demonstrates both the theology and methodologies for carrying out this obligation.

Su101 Old Testament Messages *Fall 2015, Fall 2016*
A study of the unfolding theme of the Bible as it is revealed through the messages of the Pentateuch and the history, poetry and prophecy books of the Old Testament.

Su102 New Testament Messages *Spring 2016, Spring 2017*
The unfolding theme of the Bible as it is revealed through the messages of the New Testament books, with discussion of key passages within each New Testament book.

Su201 Life of Christ *Fall 2011, Fall 2014*
A survey of the life of Christ as recorded in the four canonical gospels, with an emphasis on the application of a traditional grammatical-historical hermeneutic to the biblical text.

Su401 Historical Books *Spring 2014*
Overviews Joshua through Esther, emphasizing chronology and historical background. Highlights the introduction to each book (date of composition, author, occasion & purpose, and recipients) and themes. Discusses contemporary application.

Th101 Systematic Theology I *Fall 2015, Fall 2016*
Introduces the student to the two disciplines of theology (biblical & systematic), and covers Bibliology, Theology Proper, Angelology, Anthropology, and Christology.

Th104 Bibliology *Spring 2016, Spring 2017*
Defines the nature of Scripture as divine revelation and describes the history of the sacred text. Explains the theological and practical implications of the Bible's inspiration and inerrancy while also summarizing the history of canonization, manuscript transmission, and translation.

Th105 Church History Survey *Spring 2014, Summer 2014, Fall 2015, Fall 2016*
Surveys the people, places and dates most important in understanding how the Holy Spirit has been saving, sanctifying and organizing people for the past two millennia.

Th106 Baptist History *Fall 2013, Spring 2016, Spring 2017*
Traces the history of the present Baptist movement back to 17th century England. Examines the three primary theories of Baptist history and traces the spread of Baptist teaching throughout England, North America and the world.

Th313 Reformation *Spring 2016*
Focuses on Luther, Calvin and Tyndale with the background of the pre-reformation period. Examines the contribution of each reformer to the doctrine and prosperity of the Reformation.

Bob Jones University Greenville, SC, USA

I developed a series of workshops titled the *Seminary Project Labs*, and delivered these several times in 2010 and 2011. All of the sessions were webcasted, and archived footage from the session webcasts is available on the workshop website.

Greek and Hebrew Fonts
Compares and contrasts the use of typefaces which display English characters as Greek/Hebrew glyphs with typefaces which support a full Unicode character set. Encourages users to adopt Unicode, and demonstrates how to configure Unicode support on the Windows operating system (some resources for Mac OS also available).

Turabian
Provides a general orientation to the *Manual for Writers* written by Kate Turabian, *et al.* Demonstrates the use of templates in Word and OpenOffice to properly lay out a Turabian style document.

Zotero
Demonstrates the use of Zotero, a powerful citation management tool that enables writers to track information found in research sources and properly cite those sources in an academic paper.