**Kimberly Weiss**

Louisville, Kentucky | 502-509-3477 | weiss.kim@outlook.com | linkedin.com/in/kim-weiss

**Instructional Designer**

Develop learning materials for targeted adult audiences based on the needs and interests of the customer. Research the best practices in the field, improve learners' productivity levels, organize learning sessions, and improve learning experiences. Apply accessibility features to meet Section 508 and WCAG 2.2 AA requirements.

**Skills**

Teaching Experience | Creativity | Innovation | Excellent Writing and Presentation Skills | Computer Expertise | Adult Education | Learning Experience Design

**Professional Experience**

**Wiley Edge,** Remote **November 2021 – November 2023**

**Senior Manager, Curriculum Operations**

* Managed a team of content production specialists to build course content and manage curriculum used in remote courses.
* Worked with instructional and enrollment teams to manage courses, including new course builds and continuous improvement to existing courses.
* Worked with remote teams and team members in a global environment.
* Identified and implemented processes to manage a growing body of curriculum content, including accessibility, quality control, and reducing toil.
* Worked primarily on software development courses, including Java, Python, SQL, Angular, Go, React, and Web Development.

**Wiley Educational Services/mthree,** Remote **January 2020 – November 2021**

**Senior Instructional Designer**

* Integrated content from an existing software bootcamp into courses for a hire-train-deploy software training model.
* Worked with a variety of subject-matter experts to develop courses to meet client needs.
* Managed the migration of learning content from Canvas to Moodle.
* Applied ADDIE principles to design and update existing content.

**The Learning House/Wiley Educational Services,** Louisville, Kentucky **June 2014 – January 2020**

**Senior Instructional Designer**

* Developed a new, fully-online Bachelor of Science degree program in the field of computer science.
* Developed two courses based on prior teaching experience and skills: Introduction to Computer Science and Modern Web Design.
* Worked with subject matter experts to develop additional courses in programming and advanced topics in computer science.
* Coordinated communication between client university and course writers to ensure delivery of appropriate content and other materials to deliver the courses.
* Worked with a software bootcamp provider to review and develop courses in Web development, Web-based applications, mobile applications, and data engineering.

**Sullivan University,** Louisville, Kentucky **June 2001 – June 2014**

**Assistant Professor, Computer Science**

* Participated in curriculum re-alignment for SACS accreditation and ABET accreditation.
* Taught courses in computer applications, Web design, computer concepts, database design, and Internet.
* Led courses delivered in the classroom or fully online.
* Online Course Development: Developed several courses to be taught in a fully online environment, including: Computer Applications | Computer Concepts | Database Design | Desktop Publishing | Introduction to the Internet | Web Design
* Online Faculty Liaison: Provided services to assist faculty members transition from classroom-based courses to online courses.
* Faculty Development Programs: Provided training for instructors in software and computer skills, including PowerPoint, the use of online gradebooks, developing a faculty Web page.

**Education**

**Master of Educational Technology**

Boise State University, Boise, Idaho

**Candidate of Philosophy, French Linguistics**

Indiana University, Bloomington, Indiana

**Master of Arts (MA), French Linguistics**

**Minor: General Linguistics**

Indiana University, Bloomington, Indiana

**Bachelor of Arts (BA), French**

Davidson College, Davidson, North Carolina

**Languages**

**English:** Native speaker

**French:** Professional fluency, oral and written

**Software Experience**

**Expert**

* Microsoft 365, including Word, Excel, PowerPoint, Access, Publisher, Outlook, Visio, OneNote, OneDrive, SharePoint, and Teams
* HTML5 and CSS3
* Database Design
* Web Design, including accessibility

**Advanced user**

* Google Workspace, including Drive, Maps, Calendar, Mail, Blogger, Google Chat
* Learning Management Systems: Moodle, Canvas, CLEGA, Angel, Blackboard
* Learning Content Management Systems: Xyleme, EasyGenerator
* Project Management systems: Monday.com, Jira, Asana
* Version Control Software: Git, GitHub, and Bitbucket
* MySQL Server
* Atlassian Suite, including Jira, Confluence, and Bitbucket
* Collaboration software, including HipChat and Slack

**Intermediate user**

* iSpring
* Camtasia
* Adobe Creative Suite, including Dreamweaver, Photoshop, Acrobat, Audition, Illustrator
* Xyleme
* Articulate Storyline
* Web-based applications: Evernote, Dropbox, SharePoint, Box.com, Zoho Apps, TurnItIn
* JavaScript and jQuery
* Oracle Database
* Python
* Go

**Publications**

* Job Ready SQL, 2023. John Wiley & Sons, Inc. (Co-author)
* Job Ready Go, 2022, John Wiley & Sons, Inc. (Co-author)
* Job Ready Python, 2021, John Wiley & Sons, Inc. (Co-author)
* Job Ready Java, 2021, John Wiley & Sons, Inc. (Technical Editor)

**Certifications**

CompTIA A+, August 18, 2000

Microsoft Office User Specialist, Office 2000

* Master Certification

Microsoft Office Specialist, Office XP

* Excel 2002 Expert
* Word 2002 Expert
* Access 2002 Comprehensive
* PowerPoint 2002 Comprehensive

Microsoft Certified Application Specialist, Office 2010

* Word 2010
* Excel 2010
* PowerPoint 2010
* Access 2010
* Outlook 2010