

# MANDY HATHAWAY

AI Ethics Specialist · Technical Writer · Curriculum Designer · Journalist

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## PROFESSIONAL SUMMARY

AI ethics specialist and technical writer with an MA in Ethical Technology & Artificial Intelligence and a decade of focused work in machine learning and AI — from classical ML and deep learning through LLM development and fine-tuning. I work at the intersection of technical depth and communication: producing documentation, curriculum, and analysis that reflects how these systems actually work. Published on algorithmic bias and responsible AI. Experienced team lead and editorial director. Seeking senior remote roles and contracts in AI/ML technical writing, instructional design, prompt engineering, and AI ethics.

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## CORE SKILLS

<b>AI &amp; ML</b>	Machine Learning, Deep Learning, Neural Networks, Large Language Models, Generative AI, NLP, Computer Vision
<b>Specialisms</b>	Prompt Engineering, RLHF, LLM Fine-tuning, AI Ethics, AI Safety, Responsible AI, Algorithmic Accountability
<b>Technical</b>	Python, PyTorch, Hugging Face, NumPy, Pandas, Matplotlib, JavaScript, HTML/CSS, Git, Linux, Azure, Power BI
<b>Writing</b>	Technical Writing, Curriculum Design, Instructional Design, Documentation, Science Writing, Journalism
<b>Leadership</b>	Team Leadership (35+ reports), Hiring & Training, Curriculum Development, Project Management, Public Speaking

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## EXPERIENCE

### Remote Coding Instructor & Team Lead

2021 – Present

*Coding With Kids · Remote*

- Lead remote coding classes for students aged 4–17 across Scratch, Python, web development, JavaScript, and Roblox modding via Zoom and Google Meet.
- Served as Team Lead, mentoring and supervising up to 35 instructors; contributed to curriculum development and instructor training standards.
- Qualified for every available performance, retention, and rating-based bonus; recognized as Teacher of the Month (2023).

### Technology & Photography Editor

2018 – 2021

*The Metropolitan · Saint Paul, MN*

- Directed all technology and photography coverage for print and online publication; managed editorial standards and approved all image content.
- Regular contributing writer covering technology, the arts, and social justice; developed ethical standards training for writers and photographers.
- Led hiring, onboarding, and mentoring of new contributors.

### Technology Instructor

2011 – 2013

*Science Museum of Minnesota · Saint Paul, MN*

- Designed and delivered curriculum in stop motion animation, STEM topics, video editing, and creative technologies for youth and adult learners.

- Taught across onsite and community locations; adapted instruction for diverse audiences and age groups.

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## EDUCATION

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**Master of Arts — Ethical Technology & Artificial Intelligence** 3.97 GPA

Metropolitan State University, Saint Paul, MN · 2018–2021

**Bachelor of Arts — Philosophy (Ethics & Language)**

Metropolitan State University, Saint Paul, MN · 2014–2017

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## CERTIFICATIONS

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Generative AI for Educators — Google, 2024 · Lightweight AI with Small Language Models — LinkedIn Learning, 2024

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## PUBLICATIONS

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***The Bias We're Building In***

Essay on algorithmic bias and responsible AI development, 2022

***We Built the Monster We're Afraid Of***

Essay on AI anthropomorphism and projected fears, 2020

***Tools for Trusting Information in a World of Information Overload***

The Metropolitan, 2021

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## PROFESSIONAL ASSOCIATIONS

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American Society of Journalists and Authors (ASJA) · National Press Photographers Association (NPPA)