

Rowan Carlsen

Work Experience

Kaplan Test Prep and Admissions

2020 - Present: Senior Manager, E-Learning Development

- Lead developer for interactive activities and content, from concept to code. Graphic designer for course assets.
- Management of a small, agile Learning Design team.
- Implementation of accessibility and responsive design principles.

2019 – 2020: Scheduling Manager

- Responsible for class creation and staffing for 38 separate markets, spanning all of Canada, the Northeastern U.S., and portions of the Midwest.
- Strategic decision-making and research of historical class trends.
- Extensive communication with hundreds of teachers to create staffing solutions for all classes.

2016 – 2019: Faculty Manager

- Direct supervisor for teams of up to 80 teachers.
- Sole responsibility for staffing and monitoring all classes in a given region. Managed Central Texas, Seattle-Vancouver, and Los Angeles areas.

2014 – 2016: Staff Support Team Operations Coordinator

- Technical Support Provider for all Kaplan Faculty and Employees.
- Project Lead on Keyless Access and Scholarship Enrollments.

2009 – 2018: LSAT/GRE/GMAT Instructor and Tutor

- Inducted into “The Academy” for high Benchmark student ratings.
- “Back To School” event Lead Presenter.

Education

Dartmouth College

Bachelor of Arts in Philosophy – 2008

Skills

- Web Design and Development (HTML, CSS, Javascript, GSAP animation, Svelte framework)
- Graphic Design (Illustrator, CSS and SVG animation)
- Project Management, Team Leadership
- Strong Written Communication