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| Education | |
|  | 2008 Penn State University State College, PA  M.Ed. Curriculum and Instruction: Children’s Literature  2006 Appalachian State University Boone, NC  M.A. Curriculum and Instruction: New Media Global Education  1999 Berea College Berea, KY  B.S. Agriculture and Natural Resources |
| Professional experience | |
|  | July 2014-Present Penn State University, The Dutton Institute State College, PA  Part-time Instructional Designer   |  | | --- | | Support Instructional Designers. Quality control. Create graphics. |   June 2011-January 2016 Penn State University, Innovation Park State College, PA  Web Developer, Content Editor, Producer, Social Media Manager   |  | | --- | | Manage business presence on social media. Video production, and management of video archives. Content management and creation for website. |   January 2009-January 2013 VASA: Transmedia International  Managing Editor-Director   |  | | --- | | Work with writers and interns planning and editing content, manage website. |   February 2004-July 2004 An Adventure of the American Mind Brevard, NC  Program Assistant   |  | | --- | | Created and maintained web site and web-based materials. | | Presented program workshops, technical support of program equipment. |   August 2003- January 2004 Brevard College, J.A. Jones Library Brevard, NC  Library Resources Technician   |  | | --- | | Development of library and Brevard NC ECHO web sites. | | Assisted faculty, staff, and students with A-V needs. | | Responsible for purchase and receiving of library materials. |   November 2000- July 2003 Brevard College, ESMNS Division Brevard, NC  Division Secretary   |  | | --- | | Assisted with registration, proctored, and coordinated Math Placement tests. | | Managed textbook and desk copy orders. | | Oct. 1999 – May 2000 Forward in the Fifth Berea, KY  *Administrative Assistant*   |  |  | | --- | --- | | bd15059_ | Design and layout of web-based and print materials. | | bd15059_ | Word processing, database management, non-profit accounting. |     Jan. 1994- Dec. 1998 Berea College Berea, KY  *Student Office Manager*   |  |  | | --- | --- | | bd15059_ | Managed office, organized and compiled databases and trained new workers. | | bd15059_ | Cataloged and maintained video library. | | bd15059_ | Responsible for student payrolls. |   June – Sept. 1996 Cornell University Ithaca, NY  *Research Assistant: Waste Management Institute*   |  |  | | --- | --- | | bd15059_ | Assisted research for educational materials.  Designed graphics, edited transcripts, copyright management. | | |