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| Charlotte Sharpe, Ph.D. | |  |  | | --- | --- | | Syracuse, NY 13224 |  | | (903) 926-2947 |  | | [cjdsharpe@gmail.com](mailto:cjdsharpe@gmail.com) |  | | [www.linkedin.com/in/charlottesharpephd](http://www.linkedin.com/in/charlottesharpephd) |  | |

Instructional designer with 10+ years experience designing and implementing curriculum and training for instructor-led, elearning, and hybrid learning experiences for adult learners. Theory and data-driven problem-solver, collaborative group worker, and personable coach who uses evidence-based frameworks and meaningful assessment to create and measure impactful and story-driven designs.

# Experience

### June 2022-present

##### Instructional designer (freelance) / Sharpe Learning Designs, Syracuse NY

Provide a variety of solutions-focused designs for clients spanning engineering, art, and TV industries.

* **CLIENT: ORANGE TELEVISION NETWORK**
* **Mitigated risk**  to over $4000 in high-end recording equipment while equipping 30+ journalism students to successfully use industry standard equipment by designing streamlined camera training application (demo available on portfolio)
* Utilized articulate storyline to produce final application, Adobe XD for visual storyboarding, Adobe Illustrator for graphic design, and Premiere Pro for video editing
* **CLIENT: MBM CHEMICAL ENGINEERING LAB**
* Replaced 30 minutes of generic in-person  **software training**  with asynchronous e-learning module for bench scientist’s rotating pool of 6-10 lab assistants using ADDIE approach
* Worked with SME to specify behavioral learning objectives
* Final course revolves around video tutorials and applications of lab-specific uses of software, with exercises culminating in realistic work product
* **LOOMINARIUM FIBER ARTS**
* Increase passive income for local artist by approximately $3000 (11%) per year by designing, filming, editing, and managing an online  **Udemy-style art course**
* Project involves translating SME’s experience and craft into learner-centered design for video-based course, developing supplemental infographic and still photos, and LMS management

### August 2016 - Present

##### Assistant Professor / Syracuse University, Department of Teaching & Leadership

Design and implement curriculum for more than 80 students a year in F2F, hybrid, & online settings.

* Converted 2 courses (for a total enrollment of ~100 undergraduates) into behaviors-focused design that gets learners into  **high-fidelity simulated situations to apply learning.**
* Converted 4 face-to-face courses into hybrid and online courses with 20% improvement in student satisfaction level following conversion
* Integrated clear focus on DEIA with course readings, assessments, and simulations that allow learners to gain deeper understanding by changing their behaviors
* Strategic use of learning management system (LMS) to structure and sequence content and track learner engagement and success on key performance indicators (KPIs)

### August 2011 - 2016

##### Research Assistant / Vanderbilt University, MIST project

Conducted quantitative and qualitative data collection to monitor improvement and organizational learning in large urban school districts.

* Supported the research-based improvements of teachers and leaders serving more than 500,000 students in 4 states by conducting evidence-based design research cycles.
* Conducted  **annual analyses of performance**  respective to enterprise goals
* Published multiple articles, including two on design research, and two about the role of leaders in balancing learning and accountability for institutional change

### August 2009-2011

##### Mathematics teacher / Hallsville High School, Hallsville TX

* Designed and implemented curriculum and assessments for more than 400 students
* Utilized various educational technologies, including screen recordings and interactive whiteboards to design and deliver both face-to-face and asynchronous instruction

# Skills

* Use Storyline to create web-based elearning, both as courses and as mobile-based job aids
* Use SCORM, javascript, and no-code tools (Zapier and AirTable) to report learners’ progress to mangers both inside and outside LMS systems
* Create story-driven designs and simulations where learners can  **experiment with sensitive topics and develop soft skills with low risk.**
* Translate lengthy documents into navigable, searchable Rise courses that reduce cognitive load
* Use Adobe Premiere Pro to edit video and audio, create screencasts, create storyboards, and create vector graphics
* Experienced mentor with track record of 20+ advisees and mentees to whom I have provided career guidance, academic support, and skills development coaching
* Experienced project manager, leading and managing 5-10 person teams to increase efficiency through the use of management tools like Trello, Sharepoint, and Slack

# Education

### 2016

##### Ph.D. in Teaching, Learning, & Diversity/Vanderbilt University, Nashville TN

### 2009

##### Bachelor of Science in Education/East Texas Baptist University, Marshall TX

# Hobbies

Graphic design • Hiking • Running • Languages • Travel