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## **Experience**

Liberty University

Teaching Assistant (2019)

- Support faculty in the family and consumer sciences department with grading
- Blackboard grading entries using APA formatting
- Classroom support working with professors
- Substitute teach all university level classes in the degree programs of family and child development, family and consumer sciences, fashion design, fashion merchandising, and interior design
- Proctor exams, tests, quizzes, and other assessments
- Data entry and clerical work

Operation Smile

Human Resources: Training and Development (2019)

- Learning management system selection and contract negotiations
- LMS presentation at global youth leadership conference featuring 21 nations
- Change management, marketing, and branding
- Populate the LMS using active directory and grow user interface layout
- Review 3rd party content providers and review live learning content
- Create learning content as LMS admin with Articulate
- Input employee information into Trackstar and Paylocity

Starz Program

Hiring Manager (2016-2019)

- Support franchise owners in obtaining new, profitable partnerships through marketing
- Screen franchise applications and hire employees using Indeed and Facebook
- Observe, supervise, and train instructors or potential instructors in the classroom
- Write fitness curriculum and training materials
- Create and implement content calendar for marketing, increasing traction by 33%
- Teach preschool enrichment classes for ages two through ten

## **Education**

Master's of Arts in Executive Leadership 2019-2020

Liberty University

Lynchburg, VA

Bachelor's of Science in Psychology 2015-2019

Regent University

Virginia Beach, VA