

JENNIFER SIGMON

CONTENT CREATOR &
INSTRUCTIONAL DESIGNER

SKILLS & ABILITIES

Multimedia Editing

Adobe Premiere | Vegas Pro | Camtasia | Panopto Recorder & Editor | Audacity | Green screen, chroma key | Canva | Video captioning files (TXT, SRT, VTT) | HTML Editor

Course Design Theory & Application Usage

Quality Matters | Blooms Taxonomy | ADDIE Method | Mayer's Multimedia Learning Theory | Kirkpatrick Model | Blackboard | Canvas | Litmos | Articulate 360 | Microsoft Office | Google Suite | Adobe Acrobat | Screen Capture Tools | Zoom | Microsoft Teams | Smartsheets

Web and Document Accessibility

Experienced facilitator of LMS, Word, PowerPoint, PDF, & video accessibility | Recipient of inclusive design and web accessibility certificates from W3Cx and University of Colorado | Accessibility specialist of Rowan-Cabarrus's Distance Education department

Certifications

Disability Inclusion | Mental Health First Aid | Instructional Design Principles for Course Creation | SCRUMstudy Agile Master | Designing Your Blended Course | Applying the QM Rubric | Peer Reviewer Course | NC-NET Academy: Video Planning & Educational Videos | Introduction to Web Accessibility | Basics of Inclusive Design for Online Education | Safe Zone Ally

CONTACT INFORMATION & REFERENCES

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Newton, NC



PROFILE

Instructional Designer with seven years of experience designing and facilitating courses by using various learning theories and collaborating with subject matter experts (SMEs). Familiar with web, LMS, and document accessibility, as well as interactive media development with Articulate Storyline, Camtasia, and more.

EMPLOYMENT HISTORY

Instructional Designer

International City/County Management Assoc. (Oct 2023-Present)

- Plan and develop a Litmos course for the upcoming Council Orientation program using information provided by SME-hosted webinars
- Plan and outline three courses for the Leadership ICMA program for new local government leaders
- Collaborate with various SMEs for various micro-certificate programs

HR Training and Development Specialist

Hickory Springs Manufacturing (June 2022-Oct 2023)

- Planned, created, moderated, and/or presented workshops about managerial soft skills, company policies, or other requested topics. Platforms varied between in-person, hybrid, and online
- Designed and rolled out an onboarding academy for new hires at all locations
- Acted as administrator for LinkedIn Learning license holders

Instructional Designer

Rowan-Cabarrus Community College (Aug 2019-June 2022)

- Assisted instructors on web, Blackboard course, and document design and accessibility
- Acted as co-facilitator for Online Instructor Certification course
- Hosted workshops for Panopto and various Blackboard tools

Instructional Developer

Central Piedmont Community College (Aug 2017-Aug 2019)

- Performed professional audiovisual editing as requested
- Facilitated instructors at a semester-long accessibility boot camp for Microsoft Office, PDFs, and video captioning files
- Informed faculty and staff of the Online Learning department's events via video production and campus online newsletters
- Assisted instructors in aligning instructional and assessment strategies to student learning outcomes in online and hybrid Blackboard courses
- Trained instructors on the usage of the eBackpack, which provided videography equipment

EDUCATIONAL HISTORY

University of North Carolina at Charlotte

M.Ed., Instructional Systems Technology, May 2019

- GPA: 3.88
- Recipient of merit-based graduate school grants

Appalachian State University

B.A., Internet Studies, Dec 2015

Minors, Digital Media Studies & Japanese

- GPA: 3.57
- Recipient of the Joe Murphy Educational Media Endowed Fellowship