

Self-motivated and goal-oriented professional with over ten years' experience providing strategic e-learning guidance to educators and fourteen years practising technical web development and project management. Key personal attributes comprise excellent communication skills, attention to detail and efficiency, as well as strong analytical and problem solving skills. Looking to further advance my career to support the enhancement of accessible teaching and learning using technology and drive organisational change, while continuing to broaden my technical skills.

Key experience and relevant skills and achievements:

- In depth understanding of how to manage change in a large, professional organisation.
- Extensive experience using technologies to enhance teaching and learning practices including the Moodle Virtual Learning Environment (VLE), Blackboard Collaborate web conferencing, Echo360 lecture capture, Turnitin for plagiarism prevention and TurningPoint electronic voting handsets.
- Experience working with vendors to deliver systems that meet the institution's needs, including specifying and implementing appropriate integrations to key learning systems.
- Proven experience leading a team of learning technologists by guiding and supporting their work and helping them to develop their understanding and abilities.
- Leading marketing activities to increase e-learning use by communicating the benefits of services and technologies to staff through newsletters, emails, meetings, workshops and conference presentations.
- Proven ability in effective written and verbal communication, especially translating technical jargon into plain English for non-technical staff and students to understand.
- Experience presenting to peers at local and international conferences (ALT-C, UCL Teaching and Learning Conference, Moodle Research Conference, MoodleMoot, UCLU Education Conference).
- Highly skilled in the use of Microsoft Office tools, with substantial experience using web development languages (HTML, CSS, JavaScript, PHP, Java, SQL) with experience developing code using Git.
- Ability to work well both independently and in team environments and communicate easily at all levels in order to develop strong positive relationships and achieve desired outcomes.

Career

Year	Position	Company	Responsibilities and achievements
2018 - present	Project Manager <i>Manage work by Erasmus+ ABC to VLE project partners and develop website.</i>	University College London London, UK	<ul style="list-style-type: none">• Managing Erasmus+ project with 12 partners across Europe, including Oxford University and University of Amsterdam.• Utilising SharePoint Online to manage tasks and deadlines and enable partners to collaborate and share their work.• Developing the website for project dissemination using WordPress and plugins, including theme and back-end system customisations.
2012 - 2018	Digital Education Advisor <i>Enhanced e-learning use within 27 departments from the Bartlett Built Environment, Engineering and Maths and Physical Sciences.</i>	University College London London, UK	<ul style="list-style-type: none">• Advised and influenced faculty and institutional e-learning strategies.• Developed prototype of Moodle My Feedback report and liaised with project team for its continued development.• Developed team blog (WordPress) and initiated and edited team newsletter (MailChimp) to disseminate information.• Co-managed 3 learning technologists to ensure work aligned with institutional goals and they were supported.• Promoted inclusive and accessible e-learning practices.• Liaised with stakeholders to bridge the gap between technical teams, policy makers and practitioners.

2008 - 2012	Learning Technologist <i>Supported the institutional Virtual Learning Environment (Moodle) and other e-learning technologies.</i>	University College London London, UK	<ul style="list-style-type: none"> Developed and maintained UCL Moodle theme and custom plugins for integration with institutional systems. Led support for e-assessment, web conferencing and the UCL Wiki using Moodle VLE, Blackboard Collaborate and Atlassian Confluence. Project managed electronic assessment projects, resulting in Summative E-Assessment regulations in the Academic Manual. Project managed two 'exams on laptops' pilots, which led to typed exams replacing hand-written exams at UCL's Qatar campus. Advised committees, projects and individuals on enhancing their use of learning technologies. Assisted in the development and delivery of face to face and online training courses to proactively address training needs. Mentored over 17 staff to become Certified Members of the Association of Learning Technology (ALT).
2007 - 2008	Technical Consultant <i>Provided web development expertise to government and corporate sector clients across Australia.</i>	Logica Brisbane, AU	<ul style="list-style-type: none"> Conducted corporate training and support for RedDot Content Management System (CMS) at client sites throughout Queensland (Qld). Installed, developed, tested & maintained RedDot CMS. Led structural redesign of Cairn City Council's website. Assisted bid development for projects using Microsoft SharePoint, OpenText LiveServer & RedDot CMS. Conducted business analysis of EDRMS implementation at Queensland Crown Law.
2004 - 2007	Multimedia Developer <i>Developed the school's Intranet and supported use of technology to enhance teaching and learning.</i>	Somerville House School for Girls Brisbane, AU	<ul style="list-style-type: none"> Planned, developed, supported and maintained the School's Intranet, including the Moodle Virtual Learning Environment (VLE). Integrated Moodle VLE with the student records, timetable & email systems, through a single access portal. Designed and delivered technology workshops for teachers and students in the School's laptop program.
2003 - 2004	Project Manager <i>Led team in creating the Stanwell Energy community website.</i>	Griffith University & Stanwell Energy Brisbane, AU	<ul style="list-style-type: none"> Gathered requirements and presented progress reports to the board at Stanwell Energy. Managed the team's work and the project budget, as well as mentoring the development team.

Education

Year	Qualification	Achievements
2013 - 2018	MSc in Digital Education University of Edinburgh, UK	<ul style="list-style-type: none"> Grade: Merit Studied: Accessibility, Strategy & Policy, Course Design.
2006 - 2007	Master of Project Management University of Southern Qld, AU	<ul style="list-style-type: none"> Grade Point Average: 6.4 / 7.0 Dean's Scholar Award
2001 - 2003	Bachelor of Multimedia Griffith University, Brisbane, AU	<ul style="list-style-type: none"> Grade Point Average: 5.7 / 7.0 Studied: Java, E-Learning, Web Development, Design.
1999	Bachelor of Communications Griffith University, Brisbane, AU	<ul style="list-style-type: none"> Grade Point Average: 5.9 / 7.0 First year completed, transferred to Multimedia degree.
1998	South Australian Certificate Hamilton College, Adelaide, AU	<ul style="list-style-type: none"> Tertiary Entrance Rank: 85.75 / 99.5 Studied: Media, Drama, Classics, English, Photography.

Memberships and qualifications

Year	Qualification	Accredited by
2017	Senior Fellow, Higher Education Academy	Higher Education Academy (HEA).
2012	Certified Membership of the Association for Learning Technology (CMALT)	Association for Learning Technologists (ALT), UK.
2009	PRINCE2 Project Management Practitioner	Remarc, London, UK.
2008	Microsoft Office SharePoint Server for Developers	New Horizons, Brisbane, AU.
2007	OpenText RedDot CMS Administrator OpenText LiveServer Administrator	Reddot, Sydney, AU.

Key Achievements

- 2018 Led UCL Accessible Moodle project, resulting in enhancements to Moodle configuration and theme.
- 2017 UCL Provost Teaching Award winner and obtained Senior Fellowship, Higher Education Academy.
- 2016 Led the testing and launch of the Moodle MyFeedback plugin (and developed prototype).
- 2015 Led the merger of the UCL E-Learning Baseline with that from the Institute of Education.
- 2014 Teaching Excellence Bursary study visit to Harvard University, Boston University and University of Michigan leading to implementation of typed examinations at UCL Qatar.
- 2013 Developed e-learning reports to inform e-learning strategies in faculties and departments.
- 2012 Led the establishment of the UCL E-Learning Champions' network.
- 2011 Developed a virtual classroom pilot service at UCL using Blackboard Collaborate.
- 2010 Led the development of e-examination policies at UCL, now in the Academic Manual.

Projects of special interest

Year	Project	Role
2015 - 2017	Moodle MyFeedback project	Business Advisor and Moodle plugin developer.
2014 & 2010-11	UCL Qatar Typed Exams pilot & UCL Exams on laptops pilot	Technical and Assessment Policy Consultant & Project Manager.
2008 - 2010	UCL Secure Systems for e-examinations project	Project Manager and Assessment Policy Consultant.
2004 - 2007	Somerville House Intranet and Moodle	Project Manager, Developer (PHP, HTML, CSS, JavaScript), Trainer.

Interests

- Yoga, travel, cooking, blogging, photography and web development.

Referees

Dr Clive Young
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Please ask for contact details

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Please ask for contact details