Dayna N. R. House

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Summary

Accomplished learning and development professional recognized for creativity, flexibility and relationship building. Extensive experience leading Level 1 and Level 2 eLearning development projects. Unique ability to think outside of the box while remaining within the confines of procedures and policies. A strategic thinker who thrives on creating transformative training initiatives.

Education

University of Maryland, Baltimore County   May 2008
Masters of Science, Instructional Systems Design

University of North Carolina at Wilmington   May 2000
Bachelors of Science, Business Management

Summary of Major Accomplishments

- Received the Executive Platinum Award, the highest honor one can receive, for "consistently manifesting customer focus, leadership, and process and service improvement attributes."
- Acted as Lead Instructional Designer for major software implementation training deliverables for 12,000 employees in the US, Canada and Puerto Rico.

Relevant Work Experience

Dayna House Designs, LLC   June 2012 - present
Owner, Principle Instructional Designer
- Establishes professional partnerships based on mutual respect and understanding to address organizational performance concerns.
- Uses both analysis and facilitation techniques to help clients uncover their true learning needs.
- Creates thorough learning design plans including proper learning objectives.
- Writes instructor-led, eLearning and blended course content based on approved design plans and source documentation.
- Recommends appropriate technologies for the development and delivery of learning assets.
- Manages all aspects of the daily operations of a small business.

Citigroup - CitiFinancial, Inc.   March 2008 – June 2012
Senior Instructional Designer
- Designed multi-media e-learning and instructor led courses for corporate and field employees at all levels.
- Lead training projects to include; the creation of high level strategic design plans, management of daily training operations, leading a team of instructional designers throughout all phases of project development, engaging appropriate stakeholder participation, and ensuring timely deliverable submission.
- Performed rigorous training needs analysis and recommend appropriate solutions.
- Developed positive working relationships with all levels of the organization to ensure the success of various training initiatives.

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Under Armour, Inc.   March 2011 – September 2011
Business Systems Instructional Designer
- Designed and developed appropriate training interventions for corporate business systems.
- Managed all aspects project process including budget and vendor relationships when applicable.
- Partnered with LMS Administrator to implement company-wide learning management system including creation and execution of comprehensive testing, pilot and communication plans.
- Coached subject matter experts and learning and development professionals to ensure their knowledge and proficiency of instructional design process and rapid development tools.

Millennium Chemical/Lyondell Chemical Company   August 2006 –March 2008
Training Coordinator
- Designed and delivered online and face-to-face training content and materials.
- Updated and implement the general Training and Process Technician Certification and Recertification procedures.
- Mentored and developed training personnel and subject matter experts in training material development and delivery.
- Facilitated strategic planning and other management level meetings.
- Ensured the New Hire On-boarding process was in place.
- Coordinated all training event logistics.

Montgomery College   September 2004 – June 2006
Training Program Development Associate – Human Resources Associate
- Designed training presentations and materials.
- Facilitated professional development workshops.
- Performed needs analysis using online surveys, interviews, and focus groups.
- Coordinated logistics for all professional development workshops and programs for staff, faculty and administrators.

Unique Knowledge

Graphic Design	Facilitative Leadership
Rapid e-Learning Development	Instructional Design - ADDIE & SAM

Computer Skills

Adobe Creative Suite	Lectora
Adobe Captivate	Various online Learning Management Systems
Articulate Studio & Storyline	Wordpress and Squarespace development

Professional Affiliations

American Society for Training and Development
Member

E-Learning Guild
Associate Member