

Areas of Expertise

Learning experience design	Strategy development and execution	Cross-cultural communication
Learning analytics and measurement	Leadership development	Cross-functional collaboration
Diversity, equity, and inclusion (DEI)	Human-centered design	Resource management
Leading courageous conversations	Learning delivery and facilitation	Project management

Relevant Professional Experience

Principal Associate, Diversity, Inclusion & Belonging Learning Consultant Mar. 2021 - Present
Capital One Vienna, Virginia

Content Focus: Inclusive leadership, executive education

- Designed and delivered cohort program for high-potential Black and Latinx directors to foster community, encourage retention, and develop VP-level skillsets to fulfill on corporate racial equity initiative
- Led several project-based design teams of 2-5 learning experience designers of varying skill level
- Supported company-wide executive-level cohort program centered on American history of racial injustice
- Created video vignettes of company executives exploring their racial identity development
- Served as DEI subject matter expert to consult with and review all enterprise-wide leadership development materials in support of a large-scale program redesign
- Sourced, vetted, and onboarded new vendors to increase diverse vendor spend by 900% across all projects
- Created DEI Content Creation Guide to revolutionize inclusive design practices across L&D department

Senior Instructional Designer Feb. 2020 - Mar. 2021
Society for Human Resource Management (SHRM) Alexandria, Virginia

Content Focus: Workplace inclusion and equity, leadership development and strategy

- Designed and developed instruction-led trainings for both virtual and in-person delivery
- Designed and developed interactive eLearnings and all course collateral, including multimedia components
- Identified, sourced, and consulted with industry-leading DEI and leadership subject matter experts
- Served on taskforce to design and launch SHRM's public racial equity resource hub, Together Forward @ Work
- Served on cross-organizational taskforce with DEI industry veterans to develop free public webinars

Senior Instructional Designer Feb. 2018 - Feb. 2020
Cook Ross Silver Spring, Maryland

Content Focus: Unconscious bias, inclusive leadership, cross-cultural understanding

- Consulted with Fortune 500 companies to design and develop custom learning experiences to achieve their organizational DEI knowledge and behavior goals
- Designed and facilitated human-centered design sessions with diverse client groups
- Created Train-the-Trainer guides and courseware to upskill external facilitation teams on DEI principles
- Served as in-house WCAG/Section 508 compliance and disability justice expert
- Vetted and managed vendors to deliver on animation, voiceover, subtitles, augmented reality

Instructional Designer (Contract)

Red Hat

Nov. 2015 - Feb. 2018
Raleigh, North Carolina

Content Focus: Diversity and inclusion learning strategy, leadership and new manager training programs

- Co-designed and executed global organization's first DEI learning strategy
- Conducted enterprise-wide needs analysis, job shadowing, and focus groups on DEI learning needs
- Designed and developed instruction-led trainings and eLearnings
- Launched intranet portal for self-service content creation and consulted with business on training needs
- Served as LMS administration (Totara/Moodle)

Archival Assistant

Duke University

Jan. 2011 - Jan. 2013
Durham, North Carolina

Content Focus: African American historical archives, early American newspapers (18th/19th centuries)

- Processed raw inventory collected from African American scholars, writers, and businesses
- Created and coded finding aids for research relevance and searchability
- Managed resource inventory and budgets for special order archival supplies
- Oversaw student workers assigned to assist in archival preservation efforts

Education

Bachelor of Arts, African and African American Studies

Duke University

Durham, North Carolina