

CARLY PRICE

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Summary

As a skilled Training Specialist/Learning Experience designer with a Top Secret clearance and almost ten years of experience in learning and development, I bring a wealth of knowledge to my work. In addition to my real-world experience, I have a M.S. in Learning Design from George Mason University and I'm a certified project manager. I am actively seeking new opportunities in the training field at an organization where I can make a meaningful impact.

Education

DEGREES

- Master of Science, Learning Design & Technology | George Mason University, Fairfax, VA
- Bachelor of Arts, Graphic Design, Writing | University of Maryland, Baltimore, MD | Magna Cum Laude

CERTIFICATES

- Project Leadership Certificate | Cornell University
- Certified Associate, Project Management (CAPM) | Project Management Institute
- ICAgile Certified Professional (ICP) | ICAgile
- Graduate Certificate, E-learning | George Mason University

Experience

Senior Project Manager & Training Specialist, Security Services/Delivery Hub 2021 – present & 2018 - 2020

Booz Allen

- 2023 – present | Create, deliver, and evaluate effective training programs to enhance performance across Delivery Hub (1000+ employees)
- 2021-2023 | Led Security Services' engagement program, managed all Security-specific and firmwide training, communications, campaigns, and virtual events, supervised team
- 2018-2020 | Managed Ethics & Compliance training program, which encompassed all mandatory training firmwide, worked closely with legal and security teams to reduce risk to the firm

Senior Instructional Designer

2020 – 2021

MBO Partners, Contractor to Booz Allen

- Supported design, development, and delivery of Business Management Development curriculum

Instructional Designer

2018

Food Allergy Research & Education (FARE)

- Designed, built, and administrated FARE's Learning Management System (LMS), Food Allergy Academy
- Collected user feedback, tested prototypes, and continually updated and improved the system design
- Designed, and developed custom courses

Lead, General Services Administration Training Contract

2017 – 2018

Axiom Resource Management (2017) and Startte (2018)

- Led design and development team on General Services Administration internal training contract; designed and developed fully accessible eLearning courses and educational interactives
- Ensured that all courses interfaced properly with the LMS, drafted functional requirements and documented processes, created, and maintained templates, trained, and supported team

Skills

PROJECT & PROGRAM MANAGEMENT

- Leadership (projects, programs, people)
- Leading large meetings and presenting to stakeholders
- Creating and managing project schedules (Smartsheet, Microsoft Project)
- Agile project management and tools (JIRA, Kanban boards, etc.)

INSTRUCTIONAL DESIGN

- ADDIE (analyze, design, develop, implement, evaluate)
- Adult learning principles
- Working closely with SMEs
- E-learning authoring tools (Articulate 360 suite, Adobe Captivate)
- Video and audio editing
- Curriculum development
- Content creation
- Graphic design (Adobe Creative Cloud)

COMMUNICATIONS

- Managing strategic communication campaigns
- Creating communication plans and strategies
- Managing brand strategy and consistency