

# KRISTINA M. KILLIAN

## OBJECTIVE

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To obtain a position as an instructional designer.

## PROFESSIONAL EXPERIENCE

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### Instructional Design

- Design instructor-led training
- Design web-based training
- Design quick reference guides
- Use authoring tools to develop web-based training
- Assist in set up of LMS
- Assist in design of portfolio assessment tool
- Create rubric for portfolio assessment tool
- Communicate with team members to complete projects
- Communicate with subject matter experts to complete projects

### Mathematics Education Development

- Research educational topics and write reports
- Design mathematics classroom lessons, activities, and games
- Edit educational documents and web sites
- Write content for mathematics online games
- Write standardized math questions
- Align company skill list to state curriculums
- Communicate with team members to complete projects
- Design graphics for standardized test questions
- Use database program and graphics program in writing questions

### Teaching

- Maintain classroom learning environment
- Discipline students when misbehaving
- Plan lessons for a variety of learning styles
- Modify lessons for academically gifted and learning disabled students
- Design and develop activities to support objectives
- Write traditional and alternative assessment items
- Communicate with parents to discuss student success
- Participate in various school committees
- Act as advisor in extra curricular activities

### Student Advising

- Advised Yearbook Club, which included working with students to create a yearbook, communicating with the yearbook company representative, taking pictures of various school events, collecting money, and distributing yearbooks.
- Co-advised Art Club, which allowed students to participate in various art projects after school.
- Co-advised National Junior Honor Society, which recognizes students with a certain GPA and allows these students an opportunity to participate in service projects.
- Participated in the Extra Curricular Committee, which plans activities throughout the school year such as spirit week, pep rallies, club days, and other activities.
- Participated in the Student Success Committee, which studies End of Grade Test data to identify students that are not on grade level, are at risk, or are not growing academically.
- Participated in the Student Recognition Committee, which plans the end of the year recognition ceremony and various other recognition events.

### EMPLOYMENT HISTORY

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Instructional Design Specialist, The UPS Store/Mail Boxes Etc., San Diego, CA, 2006 – 2007

Instructional Design Intern, The UPS Store/Mail Boxes Etc., San Diego, CA, 2006

Graduate Student Assistant, SDSU, San Diego, CA, 2006

Educational Contractor, The Princeton Review, New York, NY, 2006

Educational Contractor, Creative Wheel Design, San Diego, CA, 2006

Educational Contractor, The Well Rounded Child, Sacramento, CA, 2006

Educational Contractor, BinaryLabs, Inc., San Diego, CA, 2006

Educational Contractor, Cosmos Literacy, Inc., San Diego, CA, 2005-2006

Substitute Teacher, The Preuss School at UCSD, San Diego, CA, 2005-2006

Mathematics Specialist, Scantron Corporation, San Diego, CA, 2004-2005

Algebra & Geometry Teacher, Herbert Hoover High School, San Diego, CA, 2004

6<sup>th</sup> Grade Math Teacher, Lufkin Road Middle School, Apex, NC, 2001-2004

8<sup>th</sup> Grade Math Student Teacher, Daniels Middle School, Raleigh, NC, 2000

### PROFESSIONAL MEMBERSHIPS

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- ASTD
- SAGE: Student Association for Graduates in Educational Technology
- National Council for Teachers of Mathematics
- North Carolina Council for Teachers of Mathematics

## COMPUTER SKILLS

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- MS Word, Excel, Access, PowerPoint
- Macromedia Dreamweaver, Fireworks, Flash, Captivate
- FoxPro, QuickTime Pro, Paint Shop Pro, MathType, Graphmatica, Garageband, FlashForm, SnagIt, Lectora

## COMMUNITY ACTIVITIES

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- Volunteer teacher for Junior Achievement, San Diego, CA (2007)
- SAGE Events Manager – SDSU, San Diego, CA (2006 – 2007)
- Volunteer liturgy committee member – Catholic Community at UCSD, San Diego, CA (2006 – 2007)
- Volunteer choir member – Catholic Community at UCSD, San Diego, CA (2005 – 2007)
- Volunteer teacher – Saint Brigid Catholic Church, San Diego, CA (2005)
- Volunteer middle school youth program – Saint Michael Catholic Church, Cary, NC (2003 – 2004)

## EDUCATION

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2005 – 2007	San Diego State University	San Diego, CA
	<i>MA Educational Technology (in progress)</i>	
1997 - 2001	North Carolina State University	Raleigh, NC
	<i>BS Math Education</i>	