

Jessica Neiweem

Instructional Designer & Educator

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Summary

Seasoned instructional designer and educator passionate about delivering high-quality, authentic, and engaging learning experiences for diverse audiences.

Professional Experience

Learning Solutions Developer II

Apr 2022 – Present

Ogletree Deakins (Chicago, IL)

- Collaborated with SMEs across multiple departments to develop legal technology training solutions for attorneys, PAs, and administrative staff.
- Designed and managed learning materials and assessments for the Firm's LTC4 certification program.
- Created engaging eLearning, videos, and quick reference guides using a wide range of authoring tools.
- Built and managed five different multi-module online courses in Canvas.
- Redesigned the Firm's IT Department intranet page to help foster a culture of learning.
- Facilitated the selection of and migration to a new LMS for the firm.
- Improved course evaluations for better results and streamlined data analysis.
- Created a documentation style guide for training materials to promote consistency.

E-Learning/Instructional Design Specialist II

Jun 2021 – Apr 2022

Dovenmuehle Mortgage (Lake Zurich, IL)

- Designed eLearning modules on industry-specific topics, technology, and soft skills development.
- Implemented research-based learning strategies to promote engagement and skills transfer.
- Created user-friendly visuals, simulations, and interactions based on best practices in multimedia learning.
- Collaborated with SMEs and other designers to plan, test, and revise training materials.
- Managed courses and tracked learner progress in the organization's LMS.
- Created and edited multimedia, including videos and voiceovers.

English and Journalism Teacher

Aug 2011 – Jun 2021

Harborside Academy (Kenosha, WI)

- Taught English and Journalism in a blended learning format.
- Developed original curriculum for multiple courses centered on EL Education Design Principles.
- Created and managed projects recognized nationally by EL Education.
- Designed website and graphics for the school's EL Education credentialing portfolio.

- Founded and facilitated the production of an award-winning student newspaper.
- Implemented instructional technology to promote collaboration, personalization, and authenticity.
- Led trainings and initiatives informed by data collected on student and staff learning needs.
- Collaborated with grade-level teams on integrated project-based units.
- Organized and led an annual student team-building camp.

English Teacher

Aug 2008 - Jun 2011

Indian Trail High School & Academy (Kenosha, WI)

- Taught 9th, 10th, and 11th grade English.
- Integrated English content with the school's career-prep curriculum.
- Collaborated with cross-curricular teams to plan thematic units.
- Integrated technology to personalize instruction for diverse learners.
- Communicated student progress and assessments via Blackboard.
- Maintained school website using Adobe Dreamweaver.

Education

M.Ed., Learning Design & Technology

Aug 2019 - May 2021

Arizona State University (Tempe, AZ)

B.A., Secondary Education (English)

Aug 2003 - Dec 2007

Arizona State University (Tempe, AZ)

Skills

- | | |
|----------------------------------|------------------------------------|
| • Creativity and innovation | • LMS and course management |
| • Cross-functional collaboration | • Project management |
| • Data analysis | • Teaching and training |
| • Digital video editing | • Verbal and written communication |
| • E-learning development | • Visual communications |
| • Instructional design | • Web design (HTML) |

Software

- | | |
|----------------------------|-----------------------------------|
| • Adobe Creative Suite | • Intapp |
| • Articulate Rise | • Litera Compare |
| • Articulate Storyline 360 | • Microsoft 365 |
| • Audacity | • SnagIt |
| • BigHand Hub | • Synthesia |
| • Camtasia 2024 | • Videoconferencing (Zoom, Teams) |
| • iManage Work 10 | • Vyond |