

Nancy Grant

Instructional Designer

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Sought after subject matter expert with the enhanced skills and abilities for the use of the (P)ADDIE and SAM models, synchronous and asynchronous learning, e-learning development, Bloom's Taxonomy, 508 compliance processes and project management. Pursued for her ability to work collaboratively with inter-agency Department of Defense personnel and private sector in high-pressure situations and under tight deadlines. Has been a critical asset in the development and management of several Human Capital Courses, military courses, staff-level training and exercise programs.

Experience

Lead Instructional Designer

Leyden Solutions

April 2024-present

Working in a remote setting, I am currently the lead instructional designer of a team using ADDIE to coordinate developing a blended learning project for the Defense Counterintelligence and Security Agency (DCSA). The Project involves creating and developing eight new blended learning courses and using the Kirkpatrick Model to conduct the evaluations. These courses will train over 500 new and current employees on the roles and responsibilities within DCSA. The Project will enable the client to teach the material in person or virtually, giving the client more versatility.

Lead Instructional Designer

Guidehouse Inc.

May 2023-April 2024

Worked as the lead senior instructional designer of a 4-person team on phase one of a four-phase AGILE blended learning project that will incorporate e-learning with in-classroom learning while using development tools such as Camtasia, Adobe Captivate, and Snagit. The Project involves designing and developing over 70 blended courses that will train 2000 end-users on how to use one of Oracle's SaaS systems, Human Capital Management (HCM). This

cloud application is the first of its kind for the client; they currently do not use a cloud-based system for their Human resource needs.

Senior Instructional Designer

Peraton Inc.

August 2022-May 2023

As the project lead of a four-person team in a hybrid remote setting, I used ADDIE to coordinate the development of a blended learning project for the Office of the Director of National Intelligence (ODNI). The Project involved the redesign and improvement of three instructor-led courses and the creation of several e-learning courses using tools such as Adobe Captivate and Camtasia for an organization of over 500 people. The Project enabled the client to teach the material in person or virtually, giving the client more versatility.

Program Manager- Instructional Designer (Government Civilian GS-14)

US Navy/USFLEETCYBERCOM

August 2020-August 2022

Using ADDIE, lead a team of 16 that designed and developed a blended asynchronous learning program for an organization of 450 personnel. Wrote a new training policy and training plan that outlined the guidelines given by the Navy for the operational training needs of the organization. This blended learning program consisted of designing and developing training materials and e-learning for yearly training evolutions. This program aligned with the supporting training tasks reflected within the U.S. Navy's Operational Standardization Manual for the preparation of real-world operations.

Senior Training Manager

Varen Technologies

November 2019-August 2020

Using ADDIE, I designed and developed instructor-led education for a government-sponsored cyber planning course to improve the knowledge base of cyber planning for all US military branches. This course is taught to all military branches in 2 different locations across the US. Managed seven training needs analyses with 150 SMEs across all the military branches for coordination of functions regarding the organizations, policies, methods, and procedures for unit and operational level training and exercises.

Senior All Source Intelligence Training Manager (US Navy Active Duty),

US Navy/United States Fleet Cyber Command (USFLTCYBERCOM)

January 2017-November 2019

Using ADDIE, designed and developed instructor-led education for a cyber intelligence all-source course for the US military to improve the knowledge base of cyber intelligence analysts for all military branches. All military branches are currently teaching this course in 4 different locations in the US. Managed 200 SMEs across all branches of the military in the development

of the job, duty, task analysis, and work role qualifications to outline the prerequisites for a cyber all-source analyst for the navy and performing six training needs analyses to collect and provide feedback in the curriculum development of the Cyber All Source Analyst Course.

All Source Intelligence Training Manager (US Navy Active Duty)

US Navy/NIOC Hawaii

October 2013-December 2016

I conducted three training needs analyses (TNA) and provided findings from that TNA to higher headquarters to identify the need for a cyber threat intelligence training course. I Managed training administration for 80 cyber planners and all source intelligence analysts in Hawaii's Cyber Mission Forces (CMF). Tracked and retained cyber all source intelligence analyst and cyber planner's qualifications for 12 cyber teams to ensure fully trained personnel at all times. Scheduled 400 courses for 80 personnel over a three-year time frame to ensure a streamlined process for qualifications.

Education

May 2021

Bachelor's Degree Intelligence Studies (counterintelligence), American Military University

March 2026 (*anticipated*)

MSed Education in Learning Design and Technology, Purdue University

April 2023

Graduate Certificate, Instructional Design and Technology, Purdue University Global

November 2023

Camtasia Explorer Certificate, Camtasia

Skills

Project management

Management

Problem Solving

Articulate Storyboard

Data Analysis

Jira

SnagIT

Bloom's Taxonomy

Program management

Presentation

Camtasia

Adobe Creative Suite

Microsoft Project

E-Learning development

ADDIE

Curriculum Development

Learning Management Systems

Adobe Captivate

SharePoint

Microsoft Office

Oracle HCM SaaS

SAM