

Arianne Haynes

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EDUCATION

Liberty University Master of Arts in Human Services Counseling: Life Coaching Lynchburg, VA
Graduation Date: October 2020

Texas A&M University Bachelor of Arts in English College Station, TX
Graduation Date: August 2006

SUMMARY OF QUALIFICATIONS

- ◆ Articulate Storyline and Rise, Adobe Framemaker, Adobe Photoshop, Adobe Acrobat
- ◆ Video editing (Wondershare Filmora)
- ◆ Video animations (Vyond)
- ◆ Microsoft Office Suite (Outlook, Word, Excel, PowerPoint)
- ◆ Template development and maintenance (Articulate Storyline, PowerPoint, Word)
- ◆ Curriculum development and instruction using Adult Learning Theory practices (ADDIE)
- ◆ E-Learning curriculum development (content outlines, storyboards, and deployment)
- ◆ Excellent communication skills, as well as the ability to multi-task and meet strict deadlines
- ◆ Over 14 years of experience working remote

PROFESSIONAL EXPERIENCE

November 2020 – Present
American First Finance Dallas, TX

Senior Instructional Design Specialist (Remote)

- ◆ Assess training needs through interviews with employees, focus groups, and consultations with managers
- ◆ Design, plan, organize, and direct New Hire Orientation and ongoing training programs for employees
- ◆ Create New Hire Sales Training program to train incoming employees (eLearning and VILT)
- ◆ Present information using a variety of instructional techniques or formats, such as role playing, simulations, team exercises, group discussions, videos, or lectures
- ◆ Obtain, organize, and develop training procedure manuals, guides, and course materials, such as participant guides, facilitator guides, handouts, or visual materials
- ◆ Assist in the development of course materials for delivery of face-to-face, hybrid, and online trainings
- ◆ Develop and design online evaluation and assessment tools

April 2006 – October 2018
Texas A&M Engineering Extension Service (TEEX) Mesquite, TX

Instructional Design Specialist II/Technical Writer (Remote and office-based locations)

- ◆ Develop and design instructor-led and e-Learning training curriculum
- ◆ Write, design, develop, edit, and format instructional manuals for classroom-based training
- ◆ Write, design, develop, and format e-Learning coursework using Articulate Storyline software
- ◆ Adapt instructional content or delivery methods for different levels and/or types of adult learners
- ◆ Pilot/test projects once they are complete to ensure accuracy and effective classroom usability
- ◆ Complete multiple projects as the Project Lead, while also working effectively with a team environment