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# JOHN SEXTON

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## PROFESSIONAL WORK EXPERIENCE

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**Embry-Riddle Aeronautical University** – Daytona Beach, FL

**Director of Media Production and Instructional Technology**

December 2019 – Present

- Supervise a media production team made up of 3 full-time media producers that are solely responsible for creating high quality educational and promotional video content.
- Supervise a digital media team made up of 5 digital media specialists that produce video and audio content, graphic designs, illustrations, 3D models, and interactive web content in support of online courses and marketing needs.
- Supervise a gaming and simulation team made up of one developer that is responsible for developing and maintaining simulations.
- Supervise a team of 3 part-time student assistants who are primarily responsible for performing quality reviews for closed captioning, create basic course banner and image requests, and assist full-time staff with other project tasks.
- Serve as Chair of the Wrike Governance Committee responsible for keeping teams up to date on new features, best practices for implementing processes and workflows, creating automations, and managing users.
- Produce documentation for new employee trainings, team policies, multimedia best practices, and style guides.

**Instructional Technologist**

August 2015 – December 2019

- Created faculty development workshops for educational technologies offered by the University.
- Delivered web-based and face-to-face training workshops to faculty and staff located at the Daytona Beach, FL, Prescott, AZ, and Worldwide campuses.
- Consulted with faculty about developing their traditional face-to-face courses into online or blended courses.
- Produced video and other digital media content in collaboration with faculty to be used in classes using technologies such as lightboards, annotation monitors, green screens, and special effects.
- Identified opportunities to pilot new applications, technologies, and instructional strategies with faculty.
- Provided a customer service role in the IT department by responding to tickets related to educational technology tools and requests for training.
- Evangelized educational technologies offered by the University to new and existing faculty.
- Provided support for events with internal and external customers utilizing web conferencing software.
- Wrote job aids, quick start guides, and technical documentation as needed for the IT department.
- Collaborated with IT staff to produce tutorial videos for applications used by campus staff.
- Analyzed project plans with the A/V Project Coordinator to identify areas where faculty and staff needs are not met.
- Conducted quality assurance reviews after A/V project installations are completed.
- Volunteered as a member of the Work Environment Quality Council on the Daytona Beach, FL campus to host events such as Bring Your Child to Work Day, Campus Holiday Parties, and Staff Member of the Year.

**University of Central Florida College of Medicine** – Orlando, FL

**Instructional Designer and Technologist**

July 2012 – August 2015

- Consulted with medical faculty to produce interactive e-learning modules for online delivery using tools such as Microsoft PowerPoint, Articulate Storyline, and Articulate Studio.
- Collaborated with graphic designers and animators to create digital media objects for e-learning modules.
- Managed the Panopto lecture capture system to schedule and publish class recordings into the Instructure Canvas learning management system.

- Performed face-to-face training consultations for medical faculty and staff with use of the Instructure Canvas learning management system, TurningPoint polling application, video teleconferencing and other various software and hardware offered by the college.
- Performed all course creations, course integrations, and user enrollments for various learning management systems.
- Produced documentation and job-aids for new hardware and software being used by medical faculty and staff.
- Provided on-call support for classroom technology in classrooms and meeting rooms.
- Hosted an annual open house event for the educational technology lab showcasing the latest tech that is being used in medical education.

**University of Central Florida Center for Distributed Learning – Orlando, FL**

**Lead Instructional Design Assistant**

April 2010 – July 2012

- Assisted Instructional Designers with the facilitation of three faculty development programs which prepare and certify UCF instructors for teaching in online and blended learning environments.
- Managed 8 student employees who served as the primary support contact for faculty teaching online courses.
- Provided technical and course development support to faculty and students via phone, email and face-to-face consultations.
- Planned a showcase event three times per year for where instructors would present the work they performed on their online course designs to their college deans, department chairs, and their colleagues.
- Updated schedules and other content on three department websites.

**TEACHING EXPERIENCE**

**Adjunct Faculty | DIG 2101C**

August 2022 – December 2022

- Taught an online course titled "DIG 2101C - Advanced Web Essentials" that covers cross-browser compatibility, the terminology of internet systems, and advanced CSS techniques.

**Adjunct Faculty | UNIV 101 College Success**

August 2019 – December 2020

- Facilitate a face-to-face course with 28 freshman students in a subject matter that guides development in the academic, intellectual, and personal skills necessary to succeed in college.
- Followed and promoted strict COVID-19 guidelines set forth by the University for face-to-face classes.

**EDUCATION**

**University of Central Florida – Orlando, FL**

**Master of Arts in Instructional Design and Technology**

January 2013 – March 2015

*Program Track: Instructional Systems*

**Bachelor of Arts in Digital Media**

July 2005 – December 2009

*Program Track: Digital Interactive Systems*

**TECHNICAL PROFICIENCIES**

<b>Operating Systems</b>	Windows, macOS, Android, iOS
<b>Office Applications</b>	Microsoft Office 365 (Word, PowerPoint, Excel, OneDrive, SharePoint, Teams), Google GSuite (Docs, Slides, Sheets, Drive, Hangouts)
<b>Creative Authoring Tools</b>	Adobe Creative Cloud (Photoshop, Illustrator, Premiere Pro, After Effects), OBS
<b>e-Learning Authoring Tools</b>	Articulate Storyline 360, H5P, Visme, Canva, Camtasia, Panopto, Kaltura
<b>Learning Management Systems</b>	Instructure Canvas, Blackboard Learn 9, Desire2Learn

## **Web Design**

HTML5, CSS3, JavaScript, jQuery, PHP, Wordpress, MySQL, Git, Github, Responsive Design, Search Engine Optimization (SEO), Cross Browser Compatibility, Section 508