

Chris M. Hopwood

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Training & Development Professional

VERSATILE INNOVATIVE PROFESSIONAL WITH STRENGTHS IN TRAINING, STAFFING, COACHING, AND CAREER DEVELOPMENT

I have a passion to present complex topics with clarity, creativity and enthusiasm. I am able to bring a systematic approach to instructional design and solve performance problems using training and non-instructional interventions that directly correlate to return on investment. My skill set as a strategic team leader and knowledge of leadership development helps motivate a diverse team and builds successful client relationships.

- **Client Relationship Management • Instructional Design • Consultative Selling**
- **E-Learning Program Development • Change Management • Project Management**
- **Strategic Planning • Leadership Development • Career Mapping**

PROFESSIONAL EXPERIENCE

INSTRUCTIONAL DESIGNER FOR YOUTH LEADERSHIP DEVELOPMENT

Vineyard Metrowest, Framingham, MA

Jan 2010 – Present

Assigned to revamp the vision and mission of the Youth Programs to become the “best hour of the week.” Refocused the Youth Group with Youth Leadership Development programs and Economic Development projects.

Key highlights

- Utilized Rapid e-learning tools such as Camtasia, Captivate, and Articulate to design and develop e-learning modules for volunteer services using subject matter experts and state laws on CORI Checks.
- Led a team of designers to analyze, design, develop, implement, and evaluate a full-cycle, performance-centered design model for a sustainability development project in Haiti which could be uploaded to any LMS to be SCORM conformant and compliant by the AICC.
- Created instructional and behavioral objectives for development projects.
- Supervised a team of twelve teachers for youth services.
- Worked with SME’s to define “Wipe, Strip, Milk, and Dip” performance support process for Haitian development project.

COMMUNITY EDUCATOR AND MARKETING SPECIALIST

Affinity Hospice of Life, Bedford, MA

Jun 2009-Nov 2009

Comfort Keepers, Framingham, MA

Nov 2009-Apr 2010

Hired to develop and strengthen business model in Massachusetts and to market hospice using social media, training and development within the healthcare industry.

Key highlights

- Proactively designed, produced and hosted “As We Age,” a local TV show for elderly in the State of Massachusetts.
- Designed, developed and facilitated training program for doctors and health care professionals on “Having the Hospice Talk,” compassion fatigue, conflict-resolution, death and dying in different cultures, laughter, team building and therapeutic touch. Some of these courses qualified for CEU credits.
- Developed F2F training and CEU’s for physicians and healthcare professionals, community members, as well as in-house staff.
- Reached top sales of the company within three months through developed SWAT analysis, and front-end analysis of the different disease processes and Medicare laws.

TEACHER

Modern American School, Amman, Jordan

Aug 2008-June2009

Introduced a positive environment of learning for first and fourth-graders of all skills, including those with special needs, ESL requirements, and specially gifted students. Planned and delivered curriculum to actively engage students in the learning process, including instruction with writer's workshops and technology integration with smart boards. Measured individual student performance through assessments and tests and worked with students and parents to improve learning.

Key highlights

- Enhanced the learning environment by tailoring curriculum to meet student needs and interests, including new units on Recycling and Oral Hygiene. These programs contained fieldwork and were new to the school.
- Developed Youth Leadership Development Program for synchronous platforms entitled, "Bridging Understanding between East and West."
- Designed instructional and behavioral objectives that matched the appropriate Bloom's Level of Intent for the synchronous portion of the blended training program.
- Utilized evidence-based instructional strategies to design both classroom-F2F and synchronous platforms.

ADDITIONAL EXPERIENCE

Guest Lecturer, US Embassy, Amman, Jordan (2009)

Instructed NATO representatives in a workshop on Adult Learning Principles and Theory.

Global Consultant /Project Manager, Southern New Hampshire University, (2007)

Designed and developed a program for Chinese executives to get training in Hotel Management for the Beijing Olympics. Developed in partnership with SNHU's Hotel Management department.

Diversity Training consultant, The Raytheon Corporation (2007)

Contracted to design, develop, and deliver diversity training workshops to Raytheon Employees.

Corporate Training Specialist/Instructional Design Team, PC Connection, Merrimack, NH (2006)

Facilitated the F2F and blended training for one of the largest resellers in the country. Helped design yearlong training called "Core One" for new hire sales representatives.

Technical Recruiter, SOS IBM (2001)

Recruited for IBM's IT sector.

Founder/Owner of Translations Unlimited, Cincinnati, OH (1995-1999)

Founded and directed a translations company that provided translation in hospitals and courts for more than 15 languages. Had contracts with local hospitals such as Children's Hospital, Saint Luke's, and Saint Elizabeth Hospital and all Tri-Health facilities and doctor offices.

Bilingual Broker, Fidelity Investment (1995)

Worked with Fidelity's Clients in Puerto Rico to administer 401k accounts.

EDUCATION • PROFESSIONAL DEVELOPMENT

Master's Degree, Instructional Performance Technology

Boise State University Engineering Department

Projected graduation Dec 2012

Key highlights

- *Earned a Certificate in Workplace E-Learning & Performance Support, August 2011*
- *Focus on Electronic Performance Support systems and Human Performance Technology*
- *Adult Learning Principles and Theories*
- *Developing SCORM conformant products by utilizing SCORM conformant authoring tools and compatible LMS.*
- *Exposure to XML and Java script as it relates to SCORM and metadata.*
- *Exposure to many LMS and LCMS systems such as Blackboard and ElementK.*
- *Exposure to cutting-edge rapid e-learning techniques and self-paced e-learning modules.*
- *Synchronous and asynchronous e-learning platforms*
- *Systematic approach to instructional design*
- *Project management*
- *Addie, FEA, gap analyses, cause analysis, engineering models such as PCD and PSD and Six Sigma*

Bachelor's Degree, Spanish Language & Literature

University of Cincinnati

May 1996

Key highlights

- *Obtained certificate in Business/Spanish Commercialization, University of Cincinnati.*
- *Acquired in-depth knowledge of Spanish language, grammar and classical literature.*
- *Became fluent in Spanish for conversational, academic and professional settings.*

PROFESSIONAL AFFILIATIONS

ASTD, IPT

TECHNOLOGIES

Articulate (Presenter, Engage, Quizmaker), Adobe Captivate 5, Camtasia Studio 7, Microsoft Expression Encoder, Microsoft Visio, WebEx, Elluminate, Adobe Connect, Microsoft Office Suite (Word, PowerPoint, Outlook, Excel, Publisher and Access), Lotus Notes (LMS, LCMS, SCORM, and CRM experience), iMovie, Audacity, Flash animation, and Snapit.