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Top Skills

Program Management
eLearning
Articulate Storyline

Languages

Dinka (Limited Working)
Arabic (Elementary)

Certifications

Articulate Storyline 2 First Look
Instructional Designer
Camtasia 9 for Windows: Advanced
Techniques
COVID-19 Contact Tracing
Adobe Connect Essential Training

Publications

Electronic Gallery Walk: an Excel
Online Solution for Large Enrollment
Classroom Activities
Real-Time Data-Driven Facilitation
with Microsoft Forms

Linda James, MS, MEd

Project Director, USAID CDAT at EnCompass LLC
Gainesville Metropolitan Area

Summary

I have over a decade of experience designing, developing, and evaluating learning for U.S. government-funded programs and higher education institutions. I specialize in incorporating adult learning theory and active learning activities with appropriate technologies to enhance learning and achieve desired learning outcomes. I have extensive experience designing face-to-face and virtual learning programs for domestic and international clients and demonstrate my ability to design custom learning solutions for various contexts. With an MEd in Curriculum and Instruction with an emphasis in educational technology, I have a strong foundation in learning theories, leading strategies, and innovative educational methodologies. I also have a Masters in Community and Economic Development with a focus on international development.

Experience

EnCompass LLC

1 year 10 months

Senior Learning Advisor

January 2022 - Present (5 months)

Washington, District of Columbia, United States

- Project Director for the Cadre Development and Training (CDAT) Activity, providing strategic vision, leadership, technical support, and oversight of financial and contractual responsibilities. The goal of CDAT is to strengthen the knowledge, skills, and abilities of USAID Mission- and headquarters-based staff, implementing partners, and other collaborators to work effectively on conflict and violence issues and in fragile, conflict and violence-affected (FCV) settings.
- Team Lead for President's Malaria Initiative VectorLink (VL) Project subcontract to Abt Associates: oversee work of staff, consultants, and STTA to implement this 5-year \$700,000 subcontract to strengthen the capacity and organizational effectiveness of the VL technical staff across 24 countries in sub-Saharan Africa as well as Cambodia and Colombia, manage

development and design of in-person and e-learning courses as well as change management support

- Facilitator for the virtual HR Essential Workshop Training and Facilitation Support contract with USAID's Office of Human Capital and Talent Management
- Manage contracts, including engagement with clients, prime contractors, and subcontractors
- Serve as a resource to Business Development teams by contributing to proposal development processes to include developing LOE estimates and writing technical approaches

Senior Learning Specialist

August 2020 - February 2022 (1 year 7 months)

Washington, District of Columbia, United States

- Team Lead for President's Malaria Initiative VectorLink (VL) Project subcontract to Abt Associates: oversee work of staff, consultants, and STTA to implement this 5-year \$700,000 subcontract to strengthen the capacity and organizational effectiveness of the VL technical staff across 24 countries in sub-Saharan Africa as well as Cambodia and Colombia, manage development and design of in-person and e-learning courses as well as change management support
- Cadre and Professional Development Lead for Cadre Development and Training (CDAT) Project: oversaw the design and implementation of the cadre learning needs assessment interviews and survey to inform the development of the CDAT Strategic Plan for the Center for Conflict and Violence Prevention
- Conducted benchmarking interviews with The DHS Program staff about Dissemination Consultants and developed the pathway to certification for all DHS Dissemination Consultants under USAID's DHS 8 Program
- Instructional designer for e-learning courses for USAID's Bureau for Global Health, Center for Innovation and Impact on the Critical Components of a Public Health Emergency Response, using USAID's response to the Zika outbreak as a case study of lessons learned
- Instructional designer for the Women Peace and Security transforming the in-person workshop into a blended learning offering
- Instructional designer for the Disability Data for Inclusive Education blended learning course for the USAID Africa Bureau and Center for Education
- Facilitator for the virtual HR Essential Workshop Training and Facilitation Support contract with USAID's Office of Human Capital and Talent Management

- Manage contracts, including engagement with clients, prime contractors, and subcontractors
- Serve as a resource to Business Development teams by contributing to proposal development processes to include developing LOE estimates and writing technical approaches

Pangea Under The Stars Film Festival

Associate Director

December 2018 - February 2022 (3 years 3 months)

University of Florida

5 years 9 months

Instructional Designer II

May 2018 - August 2020 (2 years 4 months)

- Training Manager and Instructional Designer for the Southeastern National Tuberculosis Center (SNTC), one of four funded TB Centers of Excellence for Training, Education, and Medical Consultation by the CDC's Division of Tuberculosis Elimination
- Developed a catalog of eLearning programs for the SNTC by creating focused, innovative, and effective online and blended learning opportunities for TB and primary healthcare professionals with the goal of TB elimination worldwide
- Developed the State-wide COVID-19 Contact Tracing course utilized by the University and State of Florida disease investigators to improve their skills in the contact investigation solicitation process and the continued patient care process for epidemiological support of eliminating COVID-19 in the state

Instructional Designer II

June 2017 - May 2018 (1 year)

Gainesville, Florida

- Managed the analysis, design, development, delivery, and evaluation of 32 PharmD courses throughout the year while implementing a new blended, team-based learning curriculum across three campuses synchronously and providing faculty development through the use of Storyline and Canvas

Instructional Designer | Training Specialist

December 2014 - June 2017 (2 years 7 months)

- Served as the ID for the Interprofessional Education Project (IPE) with Dr. Amy Blue designing HIV/AIDS curriculum for the Interprofessional Learning in Healthcare (IPLH) course, which consisted of three half-day

sessions implementing team-based learning with over 600 from 3 campuses, synchronously

- Successfully provided training coordination and design services for Southeast AIDS Education and Training Center annual conference. I created instructional aides for training for the Southeastern National Tuberculosis Center and the Southeastern AIDS Education and Training Center

Deloitte

Senior Training Specialist

February 2013 - December 2014 (1 year 11 months)

Juba, South Sudan

- Project manager of Northern Bahr el Ghazal state operations with a yearly budget of \$500,000 to provide technical capacity building expertise on governance and peacebuilding along the Sudan/South Sudan border to the office of the Governor
- Developed the South Sudan States Governance strategy plan recommending the critical states for USAID's governance-focused support with a key lens of conflict-related issues in each state to promote peacebuilding and good governance in each of the three regions
- Supervised 3 technical staff providing training and technical support to the Ministry of Labor, Ministry of Justice, and the State Legislative Assembly
- Analyzed, developed, and designed capacity development training to improve good governance in National and State institutions in South Sudan for the USAID-funded Promoting Good Governance in the Republic of South Sudan (PROGRESS) project

CDS FAMILY & BEHAVIORAL HEALTH SERVICES, INC.

1 year 9 months

Prevention Specialist

November 2012 - February 2013 (4 months)

Gainesville, Florida Area

- Created and implemented innovative substance abuse educational materials for state-funded Substance Abuse and Mental Health (SAMH) project for Alachua County Schools.

Case Manager/Counselor

June 2011 - November 2012 (1 year 6 months)

Gainesville, Florida Area

SCHOOL BOARD OF ALACHUA COUNTY

Paraprofessional

August 2010 - June 2011 (11 months)

Gainesville, Florida, United States

- Supported Special Education students with instruction and trauma-informed care planning along with the classroom teacher.

Girls Place

Group Counselor

January 2008 - July 2010 (2 years 7 months)

Gainesville, Florida, United States

- Worked as an afterschool and summer camp counselor for troubled girls ages 5-16 years old.
- Created and implemented daily lesson plans and activities that supplemented the school curriculum.

Education

University of Florida

Master of Education - MEd, Curriculum and Instruction · (2017 - 2019)

University of Florida

Certificate, Instructional Design · (2016 - 2016)

Penn State University

Master of Science - MS, Community and Economic
Development · (2010 - 2011)

University of Florida

B.S., Family, Youth & Community Sciences · (2007 - 2008)

Santa Fe College

AA, Psychology · (2006 - 2007)