

Pamela Doran

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Education Technology & Instructional Design Professional: Maximizing the Effectiveness of Diverse Students' Learning Environments

Results-driven professional with 20 years of experience providing comprehensive leadership across diverse educational settings, professionals, and client/students to provide engaging and effective instructional technology resources, tools, and curriculum that promotes high levels of student engagement and achievement.

A transformational change agent with a proven track record of spearheading the inclusion of short- and long-term improvements and related training to maximize professionals' integration of technology tools and utilization of innovative products/programs that position the institution as a technology-advanced industry leader without sacrificing the presence of equitable learning environments.

Education & Certifications

Ed.D., Educational Leadership, SUNY Empire **Year Expected Completion - 2027**
SUNY Empire

Masters of Learning & Emerging Technology, Summa Cum Laude (4.0/4.0 GPA) **2023**
SUNY Empire

Bahr Scholar

Bachelor of General Education, Education Technology Major, Magna Cum Laude (3.94/4.0 GPA) **2020**
SUNY Empire

ISTE Certified Instructor

Teaching & Learning Certificate for New Faculty, SUNY Professional Development

Teaching Assistant Level III, NYSED

Professional Experience

Northern Westchester BOCES, Putnam NY

Education Technology Specialist **2022 – Present**

Perform data cleaning, evaluating and synthesizing individual information across internal and external databases/systems to ensure that all data is accurate and up to date. Research industry trends, institutional patterns, and other relevant information to inform IT processes and data storage. Conduct routine evaluations of IT systems and applications present to ensure maximum effectiveness and promote the incorporation of new, advanced technologies as appropriate.

- **Transformed the integrity of all data present within the internal learning management system** to ensure that all student records were accurate and up to date, in addition, to accurately tracking free/reduced lunch to prevent gaps in institutional accreditation.
- **Developed a highly accurate alert system** to ensure that notifications are accurately generated and received when a new student/household is added to internal programs to acquire/synthesize additional information to onboard students promptly.
- **Minimized duplicate student information and errors (reducing them to zero)** across data collection and storage by integrating innovative technology resources and related policies and assessing student accounts randomly.
- **Directed all technical resources and programs**, performing prompt diagnostics, troubleshooting, and solution delivery as needed.

Education Technology Teaching Assistant

2017 – 2022

Maximized the inclusion of academically enriching technical software and programs to maximize students' retention and enduring understanding of content. Collaborated with the educational technology team to ensure that students, parents, administrators, and staff were provided with modern resources and technical tools. Ensured the inclusion of technical best practices, liaising with Career & Technical Education Instructors. Updated DPIT documentation with respect to NYS Law 2D and privacy policies. Provided comprehensive online and in-person technical support across all relevant educational technology trends and applications for the institution and component school districts. Seamlessly transition from remote to hybrid to in-person learning environments via Zoom, Schoology, Microsoft Teams, D2L, and other technical resources.

- **Received tenure in 2021** for consistently meeting and exceeding institutional expectations and providing sustained value-added impact to students, stakeholders, and professionals.
- **Manually enrolled 3K students within Schoology within one weekend (in addition to learning the program)** to effectively pivot student instruction during the COVID-19 pandemic, minimizing gaps in students' educational experiences.
- **Led emergency professional development sessions** to demonstrate Schoology's functionality to teachers and confirm that individuals could create engaging courses and transition educational resources from in-person to digital modalities for classes that Monday.
- **Facilitated the installation of Classroom Spy on instructional computers** to prevent inattentive behaviors when students were utilizing computers, in addition to mentoring teachers concerning students' technology monitoring.

Additional Experience

Owner, GloryHorse Design & IT Services, Garrison, NY
Digital Media Program Director, Desmond-Fish Library, Garrison, NY

Professional Affiliations

SUNY PRODiG Scholar
Student Conduct Board, SUNY Empire
Aerospace Education Officer, Civil Air Patrol
Former Present and Current Member, Lions International (Cold Spring Lions)
Computer Science Teachers Association (CSTA)
International Society of Technology in Education (ISTE)
Association for Women in Science (AWIS)

Awards

Student Excellence Award, SUNY Empire, 2023
SUNY Act Award Nominee, SUNY Empire, 2022
The Future Leaders in Policy (FLIP) Award Winner, Rockefeller Institute, 2022

Fundraising Initiatives

Made in Philipstown
Chair, Used Book Sale

Presentations

Speaker & Clinician, Putnam Northern Westchester BOCES
Clinician, Rockland BOCES
Speaker, New York Library Association

Core Competencies

Instructional Technology: Software & Application Integration, Research, Troubleshooting & Diagnostics, Issue Resolution, Assistive Technology, Technical Documentation, Networking, E-Commerce, Social Media Management, Digital Archives, E-Calendar, Web Development, Coding

Professional Development: Program Design & Execution, Training, eLearning Module Development, Communication & Collaboration

Curriculum Development: Resource Allocation, Data Analysis, Instructional Design, Strategic Planning, Lesson Planning, Assessment Evaluation, Universal Design (UDL), Project Management

Technical Proficiencies

Learning Management Software (LMS): BrightSpace D2L, Google Classroom, Moodle, Blackboard, Schoology, eSchoolData (Super Administrator), Schoolwires, Apple School Manager, JAMF, Articulate Rise 360

Instructional Software: IXL, Nearpod, Flocabulary, Lexia, Naviance, Atlas, Lumio, Bookcreator, Discovery Ed, Eduplanet, Learning without Tears, RightPath, TeachTown, SeeSaw, Wixie, S/P2, Achieve 3000, MinecraftEdu, Kami, Adobe Creative Cloud (Educator Level 2), Formative, Robotics (Mindstorm, Dash, Edison, Audrino, Sphero, Beebots), Smartcircuits, Makey Makey, Formative, Naviance, Castle Learning, EdPuzzle, NewsELA

Other: Zoom, Microsoft Teams, Skype Business, Google Meet, Protools, AutoCAD, ILL Materials, Microsoft Office Suite, UDL