

COLLEEN O'MALLEY

4870 Hillview Drive, South - RR1 - Baltimore, Ontario K0K 1C0

905.342.2320 - colleen@soulvision.ca

OVERVIEW

Intuitive, innovative, and inspiring individual with extensive leadership, teaching and facilitation experience in governmental, organizational, sales, and educational arenas.

AREAS OF SPECIALTY

- Partnering with individuals and teams of all ages in order to create authentic relationships and extraordinary results
- Creating and facilitating 'a-ha' learning events for individuals and organizations through experiential workshops, traditional (classroom) settings, and distance media (web, video, computer, live broadcast)
- Incorporating holistic practices that honor the needs of our global and personal environments

EMPLOYMENT

Soul Vision, a division of J C Weber, Life Navigators – North America (1|06 –present)

Partner

- serve as an adjunct instructor for colleges and agencies providing second career training, career counseling and facilitating programs around conflict resolution and communication skills for union, law enforcement, immigrant and other specialized audiences
- coach teams, individuals and couples to achieve balance in their lives, jobs, relationships and beyond
- organize and facilitate workshops and programs for toddlers through retirees on a variety of topics
- design experiential environmental focused workshops and programs for pre-K - high school students
- write and edit for magazines, web sites and organizations on social, environmental, educational, and human-potential related topics
- develop engaging and inspiring marketing and educational materials for a variety of audiences

CMC netStudio, Inc.,

President - Baltimore, MD; Boynton Beach, FL (12|94 – 01|06)

- developed and facilitated a multi-month training on instructional design, project management, presentation skills, and technology-based training development for an international audience in partnership with Anne Arundel Community College, Northrop Grumman and University of Maryland Baltimore County
- organized and managed a 27-location distance training session via live satellite broadcast for more than 300 employees for Sylvan Learning Systems, Inc.
- coached executive management from various organizations on distance training delivery strategies for live satellite broadcasts
- managed team of instructional designers, trainers, web developers, and project managers for large-scale project implementations
- developed an on-line help resource center for a Harvard Business School Web-based Simulation

Eagle's Flight – based in Guelph, ON - worked for the U.S. Division (02|04 – 11|04)

Lead Facilitator

- facilitated small and large group experiential training sessions with emphasis on team building, ethical business practices, productivity, goal setting, life/work balance, time management, and project management

University of Maryland – Catonsville, MD (USA) (08|00 – 06|02)

Director of Distance Learning/Adjunct Faculty

- served as adjunct faculty for various technology and instruction-related graduate and undergraduate programs
- created internship opportunities for graduate students
- managed team of graduate students for large-scale project implementations
- reviewed books/publications for the American Society of Training & Development (ASTD)

Sylvan Learning Systems, Inc. - Baltimore, MD (USA) (12|94 – 03|97)

Manager for Training and Certification, Corporate Trainer

- trained and certified hundreds of franchise center owners and their staff members
- scripted/storyboarded, directed and produced video, web and satellite based programming for SylvanTV and Sylvan University
- developed a variety of materials for operational, marketing and educational purposes
- worked with Educational Testing Service (ETS, Princeton) to create an online certification exam for the Sylvan network of employees
- managed and instructed at various corporate and franchise educational centers

Sumter Daily Item Newspaper - Sumter, SC (01|93 – 12|94)

Newspapers in Education Coordinator, Reporter, Photographer

- designed curriculum, materials, and promotion pieces to be used as part of Kindergarten-Adult classroom education programs
- conducted workshops and training events for numerous schools, businesses and industries

LIFELONG LEARNING ACTIVITIES

Prepare/Enrich Counseling Certification (5|05)

Counseling - Graduate Level Coursework Heritage Seminary, Cambridge, ON (9|04 to 5|05)

MBA Certificate Program George Mason University, Virginia (05|00)

**Masters Degree in Instructional Systems Development (Systematic Approach to Training)-
Certificates in: Distance Learning, Web-based and Computer Based Training, Instructional Design**

University of Maryland, Baltimore County (12|98)

Bachelor of Arts Degree in Psychology George Mason University, Virginia (12|91)

Special Education coursework Lynchburg College, Virginia (1991)

Biodynamic, Organic, and Natural Living Studies (ongoing)

Reiki Level 1 Practitioner (12|06)

Certified Technical Trainer (CTT+) CompTIA (10|02)

TECHNICAL SKILLS

Extensive experience in PC and Mac based software applications and operating systems including:

- Microsoft: Word, Access, Excel, FrontPage, PowerPoint
- Corel: Draw, WordPerfect
- Macromedia: Authorware Flash, DreamWeaver
- Adobe: Acrobat, GoLive
- Other: various online-help development tools, screen capturing tools, e-learning collaborative tools, file transfer protocol programs, email and web browsers, HTML and Javascript