

Carl Kolek

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PROFESSIONAL SUMMARY

I possess a strong background in educational theory, adult learning principles, and technology integration, specializing in the gamification of learning. I collaborate with Subject Matter Experts (SMEs) to analyze training needs, design learning experiences based on instructional models, implement training programs, and evaluate training effectiveness. I excel in creating dynamic training programs that align with organizational objectives.

TECHNICAL SKILLS

eLearning Authoring Tools: Adobe Captivate, Articulate Storyline, MS PowerPoint

Learning Management Systems: Canvas, Moodle

Graphic Design: Adobe Illustrator, Adobe Firefly, Adobe Photoshop

Video Editing/Production: Adobe Premier Pro

Audio Engineering: Adobe Audition, Audacity, Ableton Live

Data Visualization: Excel, Google Sheets, Draw.io

EXPERIENCE

A Quest for Wealth: Episode 1 | Capstone Project

December 2023 - February 2024

Role | Instructional Designer/Video Editor

- Created Web-based training materials and curriculum to solve instructional problems.
- Authored instructional material for specific audiences.
- Created instructional material using several software applications.
- Engaged with content experts to create interactive, clear, error-free content.
- Performed Training Needs Assessment based on scholarly research.
- Combined multimedia elements: videos, pictures, and narration to boost engagement.
- Applied Hierarchical Task Analysis to break down overarching learning goals.
- Partnered with subject matter experts to design and develop engaging content.
- Demonstrated advanced proficiency in video sequencing and audio editing with Premier Pro, resulting in visually compelling and pedagogically effective content.
- Utilized Adobe Firefly to design and develop interactive and visually engaging instructional content, incorporating multimedia elements to achieve learning outcomes.

EXPERIENCE

South Plains College

August 2023

Role | Instructional Designer

- Developed and designed engaging instructor-led audio videos aligned with South Plains College's curriculum, ensuring a dynamic learning experience for students.
- Revised existing learning products to increase efficiency in achieving desired learning objectives.
- Leveraged advanced audio recording and editing technologies to produce high-quality instructional content to enhance production efficiency and improve user experience.

EXPERIENCE

Total Control Training Inc.

April 2021-Present

Role | **Quality Assurance Specialist**

- Conduct training site visits to assess compliance with the California Motorcycling Safety Program contract with the California Highway Patrol and other stakeholders.
- Provide subject matter expertise to instructors to achieve the desired student learning outcomes set forth by the Content Experts.
- Provided constructive feedback and coaching to foster instructor development.
- Communicated complex concepts and instructions concisely to instructors, both orally and in written form, ensuring comprehension and alignment of learning outcomes.
- Maintained detailed records of quality assurance visits, including observations, corrective actions taken, and suggested improvements for instructor training.
- Proven capacity to collaborate seamlessly with cross-functional teams, engaging in regular communication to gather insights and ensure alignment with quality standards.

EXPERIENCE

Bay Area Motorcycle Training

November 2019-Present

Role | **Beginner/Advanced Motorcycle Instructor**

- Instructor-led classroom instruction on motorcycle dynamics and emergency procedures.
- Administered skill assessment to evaluate riding efficiency and provided feedback.
- Fostered a supportive learning environment, catering to diverse learning styles and adapting instructional strategies to individual student needs.
- Conducted one-on-one debrief sessions to help riders understand and implement advanced concepts, fostering continuous improvement.

EXPERIENCE

Afghanistan Deployment Tarin Kowt

May 2011

Role | **Instructional Designer/Instructor**

- Project manager for three simultaneous training development initiatives for Afghan nurses, surgeons, and anesthesiologists to address the trauma treatment training gap.
- Conducted cross-cultural training sessions for Afghan and American surgeons, promoting mutual understanding of practices, protocols, and expectations.
- Maintained detailed records of collaborative efforts, documenting successful practices, lessons learned, and clear strategies and tactics to achieve desired learning outcomes.
- Managed a specific budget allocated for medical operations during deployment to Afghanistan, ensuring optimal utilization of funds for essential supplies and equipment.

EDUCATION

Full Sail University, Winter Park, FL – *Instructional Design M.S.*

March 2024

Full Sail University, Winter Park, FL – *Game Design B.S.*

June 2021