



MICHAEL ANDERSON

LEARNING AND DEVELOPMENT MANAGER

CONTACT

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SKILLS

- adult learning theory
- e-learning development
- training needs analysis
- project management
- data analysis
- stakeholder collaboration

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF ARTS IN EDUCATION,
UNIVERSITY OF TEXAS

ACHIEVEMENTS

- Recognized for achieving a 95% course completion rate among adult learners.
- Developed a mentorship program that improved employee retention by 15%.
- Published a case study on the impact of technology in adult education in a reputable journal.

PROFILE

With a passion for adult education and over 12 years of experience, I have dedicated my career to developing impactful learning programs that cater to adult learners' diverse needs. My experience spans various industries, including healthcare and corporate training, where I have successfully created and implemented comprehensive training solutions that enhance skills and knowledge retention.

EXPERIENCE

LEARNING AND DEVELOPMENT MANAGER

HealthFirst Corp

2016 - Present

- Oversaw the development of a comprehensive onboarding program for new hires, reducing training time by 25%.
- Implemented a Learning Management System (LMS) to streamline course delivery and tracking.
- Designed and facilitated workshops on leadership and professional development.
- Collaborated with department heads to identify training needs and align programs with business objectives.
- Conducted evaluations to assess training effectiveness and learner satisfaction.
- Mentored junior instructional designers in best practices for adult learning.

INSTRUCTIONAL DESIGNER

Corporate Training Solutions

2014 - 2016

- Developed tailored training programs for corporate clients, increasing employee performance by 20%.
- Designed interactive e-learning modules using Adobe Captivate and Camtasia.
- Conducted needs assessments to determine training gaps and learner preferences.
- Utilized data analytics to track learner progress and outcomes.
- Facilitated training sessions that emphasized real-world applications of skills.
- Maintained relationships with clients to ensure alignment with their learning goals.