Jeff VonFeldt

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Career Summary:

Dedicated instructional design guru with over 9 years of experience in different industries and areas, skilled in designing various learning courses and programs, while working closely with SME's, managers, executives, professionals, departments and training team members to design top notch instructional materials.

Objective:

Seeking a challenging position as Instructional Designer and Developer where I can organize, plan, and implement training needs of the organization to enhance professional knowledge and improve performance.

Experience:

Wells Fargo Bank - Olathe, KS – March 2016 – Present

Instructional Design Consultant

Instructional Designer for Internal Line of Business groups. Lead projects for eLearning, instructor led, and virtual courses and programs.

PERFORMANCE HIGHLIGHTS

- Collaborate with subject matter experts, facilitators, and business leaders to create engaging courses.
- Design advanced customized interactions to fully engage team members in the lesson.
- Meet strenuous deadlines to create, produce and publish various eLearning, ILT, and virtual courses.
- Use various resources to organize and structure design process of course creation.

SchwindTEC eLearning Solutions - Olathe, KS - July 2015 – January 2016

Instructional Developer (contractor)

Learning and Development Designer for external client, Command and General Staff School, Leavenworth, KS. Work with SME's, storyboards, and project team to create eLearning and virtual courses.

PERFORMANCE HIGHLIGHTS

- Collaborated with curriculum writers and graphic designers to create engaging courses
- Designed advanced customized interactions to fully engage students in the lesson.
- Meet strenuous deadlines to create, produce and publish military training courses.
- Used various storyboards to organize and structure design process of course creation.

Pitsco Education - Pittsburg, KS - June 2015 – November 2015

eLearning Instructional Designer

Senior Instructional Designer for K-12 STEM technology and eLearning Courses. Develop and create online course structure, assist with curriculum writing and collaborate with graphic and editing teams through online learning products.

PERFORMANCE HIGHLIGHTS

- Collaborated with customers, curriculum writers and graphic designers to update existing courses using GAP analysis and STEM standards.
- Designed advanced customized interactions to fully engage students in the lesson.
- Met strenuous deadlines to create, produce and publish elementary STEM courses.
- Developed storyboards to organize and structure design process of course creation.
- Exclusively used Articulate Storyline 2 to create and publish courses.

Freelance Consultant - Olathe, KS - July 2009 – Present

Work with various companies and organizations to analyze, design, develop, implement, and evaluate training initiatives and goals.

PERFORMANCE HIGHLIGHTS

- Provide gap analysis to ILT White Belt course through analysis and feedback, converting to online course
- Worked with Diversity company to move their training platform online using ADDIE model and current standards
- In Master's capacity, worked with national company to analyze current ILT course structure and moved to online asynchronous course
- Continue to find innovative and engaging ways to incorporate interactive and scenario-based learning into training and learning.

PNC Bank - Midland Loan Services, Inc. - March 2003 to June 2015
Sr. Engineer for collaboration and communication technologies

- Lead Engineer for company SharePoint environment, including maintaining and troubleshooting
- Create and install SharePoint Web Applications, Site Collections and Sites
- Customize SharePoint sites for customers using SharePoint Designer software
- Use SharePoint designer to re-brand the look and feel of default websites for over 15+ external clients
- Led project to rebrand internal SharePoint communications portal for various groups and departments
- Maintain all documentation/diagrams for SharePoint and Citrix network topology
- Provide training and documentation to internal and external clients on the use of software and technologies
- Communicate with various clients to ensure all applications are working and providing support
- Project lead for various technology initiatives and upgrades as they become available
- Lead Support Engineer for company Citrix Farm, to include maintaining and troubleshooting

Senior Network Analyst
- Provide 2nd and 3rd level desktop and network support to end users on hardware and software related issues
- Project Manager for all high level projects within my department. Delegate duties to team members
- Work with various external clients to create and setup file transfer protocols for document and file exchange
- Assist with implementation and design for Microsoft SharePoint Services

TekEffect.net - January 2014 to December 2015
Web Designer/Social Networking Specialist
- * Create, design and maintain tekeffect.net website
- * Use marketing tools to integrate social media and sites into site
- * Create PSA and VLOG videos for site using a variety of authoring software tools and hardware
- * Graphic and Logo design

Small Town Websites - June 2009 to Dec 2012
Owner/President
- * Create, design and host websites for a variety of businesses and customers
- * Provide desktop and help desk support to end users on hardware and software related issues
- * Design and create Moodle Sites for various customers to be used for learning portals
- * Graphic and Logo design for various customers

Desktop Technician (contractor) - K-Force - November 2000 to March 2003
Desktop Support Technician and Specialist
*   Provided desktop and help desk support to 700+ end users on hardware and software related issues
*   Troubleshot and maintained support on conference video system
*   Maintained and troubleshoot 700+ computers (and printers) in an NT 4.0 environment
*   Managed asset tracking, maintenance, and ordering of 1500+ desktop and laptop computers
*   Performed scheduled software and hardware upgrades on laptop and desktop computers

SoftVu, LLC - July 2000 to November 2000
Network Administrator
*   Planned, coordinated, and upgraded network and computers to Windows 2000
*   Setup, tested and configured proprietary video software and equipment
*   Maintained and troubleshooted servers/workstations to include software/hardware installation and upgrades
*   Maintained documentation for network topology, technology equipment and resources
*   Provided 24/7 technical support to staff members and clients on applications, software and hardware

USD 340, Jefferson West - August 1996 to June 2000
Assistant Technology Coordinator and Network Administrator
*   Selected, purchased, and installed end-user and application software and hardware
*   Created documentation that enabled instructors and teachers to use higher levels of technology
*   Maintained and troubleshot computers using Windows 95, Windows 98, and Windows NT workstation
*   Administered a Windows NT 4.0 network environment using Ethernet and token ring
*   Assisted in upgrading of technology for district of approximately 1,000 students
*   Connected teachers to local school server and network, using web server and dial-up services
*   Webmaster for middle school web site.
Teacher/Instructor
*   Taught Physical Education, Study Skills
*   Designed, implemented, and taught courses in modular technology where students used a variety of technologies to learn;
*   Taught basic keyboarding and computer skills
*   Created, designed and taught multimedia course where students used a variety of software and hardware to create projects including newspapers, yearbook, video productions, and web pages
*   Assistant Coach - Middle School/High School Football, Girls/Boys Middle School/High School Basketball, Girls and Boys Middle School/High School Track
*

USD 323, Rock Creek Jr/Sr High School – August 1992 to July 1996
Instructor and Assistant Technology Coordinator
*   Provided multimedia instruction to students using a variety of software applications
*   Assisted in purchasing, maintaining, and troubleshooting approximately 250 computers in a Windows NT network
*   Provided technical instruction and support to staff and administration
*   Taught social studies, history, and science to middle school students
*   Asst Coach for H.S. football, Asst Coach for Jr. High Track, Head coach for Jr. High Girl's Basketball

United States Army Active duty – August 1983 to August 1986
Administrative Specialist
*   Served on Active duty in Bad Kissingen, Germany for 18 months; served on Active duty at the United States Disciplinary Barracks, Ft. Leavenworth for 12 months

United States Army Reserves - August 1986 to September 2005

Administrative Supervisor of 20 subordinates/IT Specialist

* Supervised personnel in administrative and technical duties, projects, and day to day operations
* Maintained and troubleshot approximately 50 computers and laptops
* Planned and coordinated In-processing of 700+ instructors and students for Advanced Officer and Enlisted Courses,
* Created and maintained web site for the Brigade and three subordinate units
* Provided technical support to parent and subordinate units
* Provided instruction and documentation for using technology within different departments
* Created broadcasts and presentations for various activities throughout the Brigade

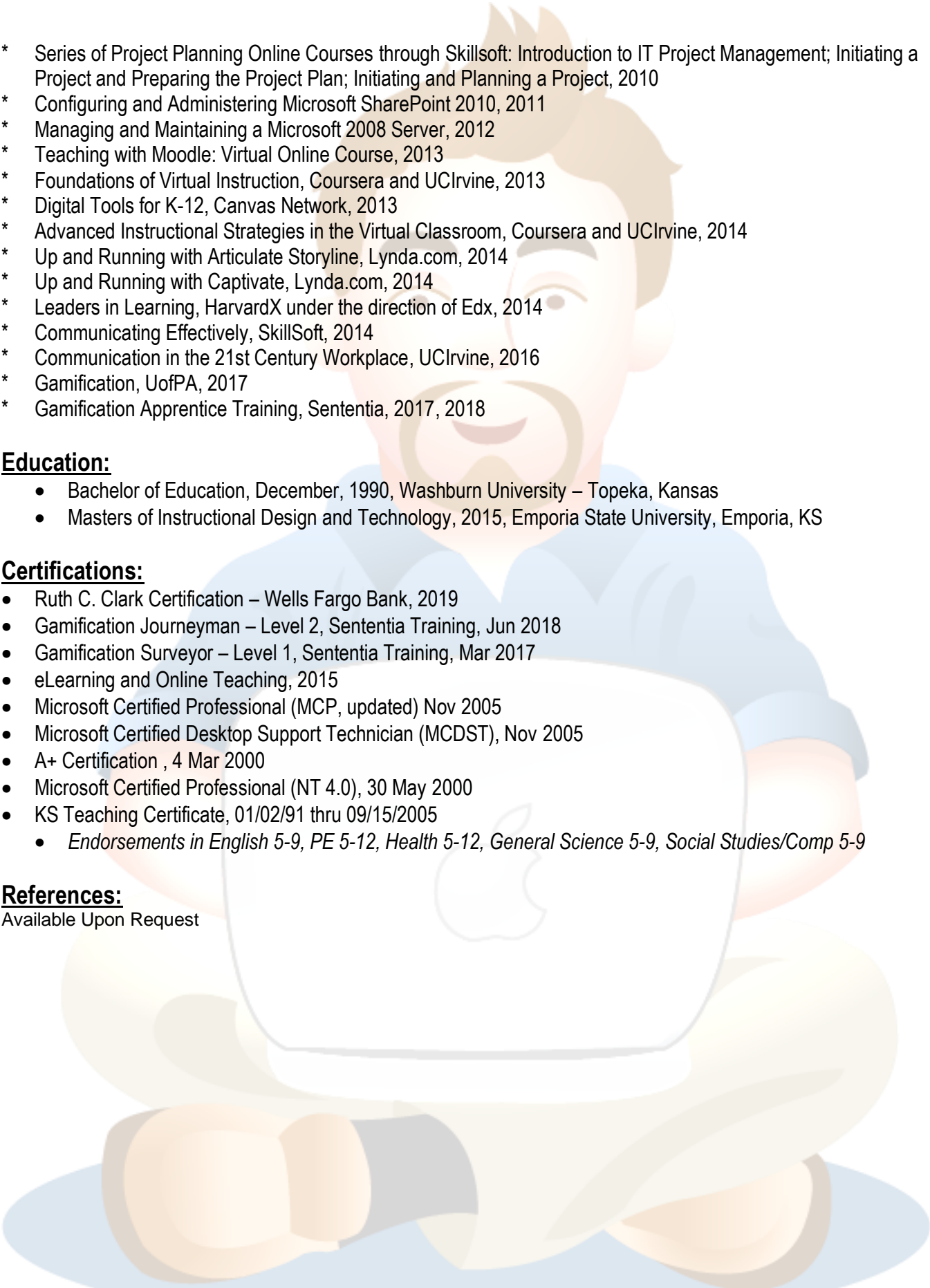## Highland Community College – Fall 1998 thru Fall 1999

Instructor

* Provided instruction in basic computer skills, word processing, spreadsheets, and databases using MS Office
* Created curriculum for Internet class and provided instruction in Internet skills to include browsers, search engines, email, video conferencing, and homepage design
* Provided instruction for wellness and exercise prescription; developed knowledge and skills for maintaining a fitness lifestyle
* Created, implemented, and taught curriculum for course in teaching teachers how to use a variety of technologies in the classroom

Computer and Applications Proficiencies

* eLearning authoring software – CourseLab, Articulate Storyline 3, Captivate 8/9, Camtasia
* Coursera, Canvas, Edmodo, EdX, Course Sites
* Website Content Management Systems – Joomla, WordPress, Drupal
* Moodle Learning Management System
* Blackboard LMS
* iMovie
* Adobe Photoshop Elements 4/6
* Adobe Premiere CC
* Wondershare Video Editor, Converter
* Microsoft Designer 2007, 2010
* Dreamweaver
* php and HTML development
* SharePoint Services, Moss 2007, SharePoint 2010 Foundation

* Windows Server 2000, 2003, 2008
* Windows XP, Vista,Windows 7, Windows 8, Windows 10, 11
* Mac OS
* Microsoft Office Suite (95 thru 365)
* Exchange Server 5.5
* SMS 2.0 and 2003
* Batch file and script creation
* Dameware Utilities 5.x and 6.x
* Groupwise Email software
* VMWare and MS Virtual PC
* Internet Explorer 5.x thru 11.x
* Mozilla Firefox 2.0+
* Google Apps Business
* Citrix Presentation Server 4.0/4.5
* MySQL database management

Continuing Education:

* Photoshop Basic Course, 2002
* Office Systems Deployment Accelerator Class, 2003
* Symantec Ghost 8, 2005
* Windows XP Troubleshooting and Assisting Users, 2005
* Managing and Maintaining a Microsoft 2003 Server Environment, 2006
* Implementing Microsoft Office SharePoint Server, 2007
* Administering Citrix Presentation Server 4.5, 2007
* Administering Citrix Access Gateway 4.5, 2008
* Customer Service Standards, 2008
* SharePoint Designer 2007, 2008

* Series of Project Planning Online Courses through Skillsoft: Introduction to IT Project Management; Initiating a Project and Preparing the Project Plan; Initiating and Planning a Project, 2010
* Configuring and Administering Microsoft SharePoint 2010, 2011
* Managing and Maintaining a Microsoft 2008 Server, 2012
* Teaching with Moodle: Virtual Online Course, 2013
* Foundations of Virtual Instruction, Coursera and UCIrvine, 2013
* Digital Tools for K-12, Canvas Network, 2013
* Advanced Instructional Strategies in the Virtual Classroom, Coursera and UCIrvine, 2014
* Up and Running with Articulate Storyline, Lynda.com, 2014
* Up and Running with Captivate, Lynda.com, 2014
* Leaders in Learning, HarvardX under the direction of Edx, 2014
* Communicating Effectively, SkillSoft, 2014
* Communication in the 21st Century Workplace, UCIrvine, 2016
* Gamification, UofPA, 2017
* Gamification Apprentice Training, Sententia, 2017, 2018

Education:

- Bachelor of Education, December, 1990, Washburn University – Topeka, Kansas
- Masters of Instructional Design and Technology, 2015, Emporia State University, Emporia, KS

Certifications:

- Ruth C. Clark Certification – Wells Fargo Bank, 2019
- Gamification Journeyman – Level 2, Sententia Training, Jun 2018
- Gamification Surveyor – Level 1, Sententia Training, Mar 2017
- eLearning and Online Teaching, 2015
- Microsoft Certified Professional (MCP, updated) Nov 2005
- Microsoft Certified Desktop Support Technician (MCDST), Nov 2005
- A+ Certification , 4 Mar 2000
- Microsoft Certified Professional (NT 4.0), 30 May 2000
- KS Teaching Certificate, 01/02/91 thru 09/15/2005
  - *Endorsements in English 5-9, PE 5-12, Health 5-12, General Science 5-9, Social Studies/Comp 5-9*

References:
Available Upon Request