



Angelia Smith Robinson

Instructional Designer - Education Manager

Greater Los Angeles - 323-868-8070 - angeliasmithrobinson@gmail.com

Seasoned education manager with a passion for student-centered learning. Skilled communicator who excels in designing, updating, maintaining, and delivering training materials in a variety of platforms. 15+ years of experience in education including private, public, charter schools, for-profit learning centers, and homeschooling. Efficient and detail-oriented leader with the ability to provide continuity and stability in dynamic environments.

Skills & Competencies

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- ADDIE & SAM, rapid prototyping
 - WCAG 2.0 and UDL accessibility standards
 - Data-informed program and project management
 - E-learning via Zoom, Skype, Microsoft Teams, & Webex
 - Written communication and public speaking
 - Microsoft and Google suites
 - Training design and implementation
 - Team leader and coalition builder
 - Microsoft and Google Suites
 - Adobe Captive, Articulate Storyline
 - Learning Management Systems (Moodle, Blackboard, Canvas)
 - Pedagogy & adult learning theory

Accomplishments

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- Designed, developed & implemented e-learning for flagship medical school program.
 - Managed and trained team of 10 coordinators to use on Articulate Storyline and streamline course LMS pages.
 - Lead a team of 10 teachers and staff across all aspects of a 130-student K-12 learning center for 5+ years.
 - Directed an award-winning Model United Nations program.
 - Designed, developed, and delivered training to empower learning center teachers and staff to manage student behavior.
 - Updated training materials for regional team leaders and staff, and planned annual training events for large and medium sized non-profit grassroots organizations.

Professional Experience

Curriculum Coordinator / Charles R. Drew University

Jan 2022 - to Present, Los Angeles

Coordinate all aspects of the University's medical school curriculum, including management and maintenance of the learning management system (LMS). Design and develop Clinical Skills learning materials and e-learning modules informed by adult learning theory. Ensure curriculum accessibility according to WCAG 2.0 standards. Collaborate with stakeholders to create effective, culturally relevant, and inclusive learning environments.

Learning & Development Specialist / Urban Homeschoolers

2019 - 2022, Los Angeles

Implemented professional development for a team of 20+ teachers and staff. Managed curriculum design development and implementation in a K-12 learning center. Designed and implemented unique and engaging courses and e-learning, including a new project-based math program for grades k - 5. Managed the center's LMS (Moodle and Canvas) for all courses. Created and delivered parent training on college planning and special education.

Site Director / Urban Homeschoolers

2016 - 2019, Los Angeles

Managed day to day operations of a K-12 learning center, including staff development/training, curriculum development, community outreach and program management. Evaluated admissions, recruitment and attendance data. Coordinated communications with parents and maintained key community relationships. Created and delivered parent training on college planning and special education. Designed and implemented unique and engaging courses and e-learning. Guide behavior management with stakeholder input.

Program Consultant & Trainer/ Access Nonprofit Center

2020, Los Angeles

Developed membership material and programs for parents of African Americans with developmental disabilities. Created and implemented training for staff and community members. Planned monthly meetings and newsletters. Conducted outreach to key government agencies and community organizations.

Public Interest Advocate/ Sierra Club, Peace Action, Amnesty Int'l
1992 - 1997, Washington, DC

Created and updated member training materials. Conducted regional team leader training. Planned national training events at annual conferences. Lobbied Congress on behalf of several non-profit organizations. Conducted legislative analysis and wrote newsletters and legislative action alerts. Assisted in strategic planning for the UN Conference on Women in Beijing and the UN Conference on Population in Cairo. Wrote grants and progress reports. Maintained relationships with boards of directors, donors, and foundations.

Additional Experience

Fiber Arts Designer/ Quaternity Design Studio

2011 - 2016, Los Angeles

Sole proprietor of fiber arts design and production company. Designed and published original knit and crochet patterns in *Vogue Knitting* and other national media.

Homeschool Educator

2001 - 2021, Los Angeles

Taught and curated customized education for children pre-K to Grade 12. Managed individualized special education plans for three children in homeschool, public, and private school environments. Developed expertise in autism and other neurodivergent learners.. Taught classes for homeschool students at a variety of local learning centers.

Substitute Teacher / Riverside Unified School District

1997 - 1999

Long term assignments including elementary, middle, and high school and special education.

Volunteer Roles

- Cub Scout Den and Girl Scout Troop Leader
- Mt. Gleason Middle School (LAUSD) Title 1 Committee Chair
- Neighborhood Unitarian Universalist Church Search Committee Co-Chair

**Education,
Certifications & Awards**

California State University, Fullerton / Master of Science
Instructional Design and Technology, August 2023

Notre Dame of Maryland University / Bachelor of Arts
International Relations/Spanish, 1992

Special Education Advocacy Training Certificate
Council of Parent Attorneys and Advocates, 2020

Navigating the Regional Center Award
San Gabriel/Pomona Regional Center, 2019

Independent Facilitator Certificate
California State Council on Developmental Disabilities, 2019

CBEST
California Commission on Teacher Credentialing, 1997