

# CÉCILE DOYEN

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## OBJECTIVES

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Educational Consulting and Teacher Training  
Instructional Design  
Content development in e-learning module creation  
Virtual Learning Communities Project Management

## EXPERIENCE

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2009 - Present      Global Hybrid Learning Solutions      USA  
*Learning Architect*

- Designing solutions for hybrid learning purposes
- Developing and building online courses for professional development
- Consulting with training companies
- Coaching instructors and educators in using instructional technology

2008-July 2009      CASIE      USA  
*Project Manager*

- Designing the Virtual Learning Community at the Center for the Advancement and Study of International Education
- Writing the storyboard for educators/administrators training and consulting modules
- Managing teams of content experts for the writing of online course content in the fields of education, instructional technology and cross-cultural understanding

2005-present      International Baccalaureate Organization      USA  
*Trainer/Consultant/School site visitor*

- Leading workshops and informative sessions on the implementation of the IBPYP Programme
- Consulting with schools interested in the implementation of the program and standards integration
- Teacher training in the implementation of the curriculum framework
- Conducting authorization/evaluation visits for candidate schools

2008 Centre Culturel Franco-Allemand Karlsruhe, Germany  
*Instructional Designer/Multimedia Creation Internship*

- Designing an online system for placement tests and registration in language course programs
- Writing of pedagogical scenarios for adult language learning assessments
- Participating in the center's website revamping actions
- Installing, developing and maintaining LMS/CMS from technical and content standpoint (Moodle)

2007-2008 CASIE Atlanta, GA USA  
*Online Educational Resource Bank Fellow*

- Creating the framework for an online resource bank and database
- Designing solutions for an interactive web based model for resource exchange among professionals and researchers in the field of international education
- Installing and developing a Virtual Learning Environment as solution

2006-2007 Atlanta International School Atlanta, GA, USA  
*Literacy Coordinator*

- Coordinating the language arts programs for the English, French, Spanish and German tracks, in a dual language instruction setting
- Leading staff development sessions on the reading and writing components of a balanced literacy framework
- Training on inquiry-based teaching methods
- Leading parent information sessions on the reading and writing process for young learners and on second language acquisition
- Implementing a school wide Homework Assistance Program
- Chairing the Professional Development committee
- Coordinating school wide professional learning communities interactive sessions

1998-2006 Atlanta International School Atlanta, GA, USA  
*Primary School Teacher*

- Teaching in a dual language program (French/English)
- Working cooperatively with teachers, parents and administration
- Implementing the curriculum framework of the IBPYP program
- Teaching with a concept-based approach pedagogy
- Developing a variety of units of inquiry
- Planning as lead teacher for elementary level classes
- Volunteering as member of the “professional development committee” and advisory member to the board of trustees (2000-2001)

1997-1998 Dekalb County School System Atlanta, GA, USA  
*Foreign Language Instructor*  
■ Teaching French as a foreign language

## EDUCATION

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2008 Université de Strasbourg II France  
■ M.A. Instructional Design  
2007 TEFL Corporation United Kingdom  
■ Certification in Teaching English to Speakers of Other Languages  
2000 Piedmont College Athens, GA USA  
■ M.Ed. Early Childhood Education  
1995 Haute Ecole Fransisco Ferrer- Charles Buls Brussels, Belgium  
■ B.A. Primary Years Education, Magna Cum Laude  
■ Plus Certification in Counseling for the Arts (CFA-1996)

## SKILLS

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### Languages

- Native French speaking with excellent writing skills
- Fluent Native-like English speaking with strong writing skills
- Basic German skills (Level A2.2)
- Basic Dutch skills and familiarity with Spanish

### Computer Skills

- Microsoft Office (Word, Power Point, Access)
- Photoshop, Flash and Dreamweaver (functional notions)
- Working knowledge of html and familiarity with css
- Curriculum mapping software
- Learning platforms and Vitrual Learning Environments such as Moodle, Dokeos, etc.
- Use and administration of CMS

## INTERESTS

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Traveling, guitar playing, painting and visual design, children's book writing, drama and singing

## REFERENCES

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On request