

Donna Marie Hryniewicki, DMA, MA

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SUMMARY

A highly motivated, learner-centric instructional designer who combines an expertise in teaching, learning, eLearning, digital technology, written/oral communication, data analysis, and collaborative problem solving. Able to adapt to changing requirements by quickly acquiring new skills. Highly organized, detail-oriented with excellent follow through.

EXPERIENCE

Instructional Designer/Technical Writer

TEKsystems (contract)

October 2021 – December 2023

- Project lead at 3M designing healthcare software training using adult learning theory for a federal government entity. Worked with team of instructional designers, project managers, management, data analysts, SMEs, and clients on two large concurrent international projects. Developed and instituted new quality assurance process for content development team, resulting in increased 508 compliance, increased document consistency, and 25% fewer requested reconciliations. Using ADDIE learning model, developed internal and external Articulate Rise courses. Designed, implemented, synthesized, and reported patterns from data collection tool, resulting in the modification of training to address understanding gaps. Flexibility, clear communication, strict adherence to design standards and required templates, version control, data analysis, and attention to detail critical to project success.

RevLDesign (contract)

August 2021 – October 2021

- Created an eLearning course in Canvas using adult learning theory and ADDIE learning model that combined virtual and synchronous training. Created design document and storyboard as part of design process. Focused on 508 compliance, learner engagement through activities that could be used after the course was completed, accessibility, branding consistency, template adherence, and discussion board recommended practice.

Association for Talent Development (contract)

February 2021 – July 2021

- Combined reference documents from disparate sources with newly authored materials to create a 21-hour, 10-module on demand virtual course. Deliverables included: Design Document, Participant Workbook, Facilitator Guide, PowerPoint slides, and Skills Demonstration Document. Worked with SME and Project Manager on an aggressive timetable. Used OneDrive and Microsoft Office Suite.

Apex Systems (contract)

July 2020 – October 2021

- Worked on course standardization, roadmap revision, and Guided Path transition projects for Strategic Education, Inc. (formerly Capella University). Involved significant attention to detail, knowledge and application of adult learning theory and ADDIE learning model, design consistency, content creation, SME/team collaboration, 508 compliance, and excellent verbal/written communication skills. Used Audacity, Photoshop, Premiere, Blackboard, Atlas, SharePoint, PlayPosit, Smartsheet, and Microsoft Office Suite.

Shenandoah Film Collaborative (contract)

January 2021 – May 2021

- Created eLearning modules and job aids used as part of the onboarding process for new hires. Designed job aids using recommended practices to promote consistency of brand. Collaborated with SMEs to identify key competencies for new positions in organization. Used Articulate Storyline 360, SharePoint, Scribus, and Microsoft Office Suite.

Teach Your Thing (contract)

April 2020 – October 2020

- Worked on a 25-module adult learner digital training for a nonprofit that helps identify mental illness and strategies for defusing charged situations. Focused on design consistency and creating strong alignment between learning objectives/activities by applying adult learning theory and instructional design recommended practices.

Educator

Hudson Middle School

August 2018 – June 2020

- Taught 7th and 8th grade band.
- Designed engaging, interactive activities that allowed for learner choice in demonstration of learning target proficiency.
- Awarded four grants totaling over \$8,000 in a competitive environment, most awarded in a two-year period.
- Created intervention system for students who were not proficient with learning targets, resulting in a 20% increase in proficiency.

North Branch Area Middle School

July 2013 – June 2018

Tenured, May 2016

- Directed 6th – 8th grade Concert Band, Jazz Band, and Jazz Combo.
- Designed engaging, interactive activities that allowed for learner choice in demonstration of learning target proficiency.
- Revised recruiting process, increasing new student participation by 100% in five years.
- Revised use of digital platform SmartMusic to assess students and give them actionable feedback.

Adjunct Faculty Appointments

September 2009 – May 2015

Crown College, Century College, Minneapolis Community and Technical College, Saint Cloud State University, Saint John's University/College of Saint Benedict

- Taught flute lessons and studio classes to music majors, minors, and elective students at undergraduate and graduate level.
- Created weekly metrics for achievement tracking, resulting in increased student achievement and transparency of student progress.

EDUCATION, LICENSES & CERTIFICATIONS

- Master of Arts in Education, Saint Mary's University of Minnesota, Minneapolis, MN, August 2021
- Graduate eLearning Certificate in Instructional Design, University of Wisconsin – Stout, January 2021
- Minnesota Teaching License, Saint Mary's University of Minnesota, Minneapolis, MN, K-12 General, Choral, and Instrumental Music, 2013
- Doctor of Musical Arts (DMA), University of Minnesota, Twin Cities, 2008
- Master of Music (MM), University of Minnesota, Twin Cities, 2003
- Bachelor of Business Administration (BBA), St. Norbert College, De Pere, WI, 2000

SKILLS

Windows, ChromeOS and macOS, Microsoft Office 365 (Word, Excel, PowerPoint, Outlook), Google Suite (docs, spreadsheets, slides, forms), Google Classroom, Kdenlive, Adobe Photoshop, Articulate Storyline and Rise, Snagit, Canvas, Blackboard, PlayPosit, Smartsheet, Atlas, SharePoint, WebEx, Slack, Zoom, Adobe Premier, Audacity, digital learning recommended practice, eLearning, assessment and activity design, learner and course needs analysis, organization, diligence, interpersonal skills, achievement-focused, quick study, and time management.

VOLUNTEER WORK

Caring for Cats, Inner City Tennis, Feed My Starving Children, Pinky Swear Foundation, Make a Difference Day, Cystic Fibrosis Foundation IDS Tower Climb, and Batten Disease Charity Run.