

Nancy Grant

Instructional Designer

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Website with Portfolio [Home](#) | [N. Grant](#)

Sought-after subject matter expert with advanced skills in the (P)ADDIE and SAM models, synchronous and asynchronous learning, e-learning development, Bloom's Taxonomy, 508 compliance processes, and project management. Recognized for collaborating with interagency Department of War personnel and the private sector under high pressure and tight deadlines. Has been a vital asset in developing and managing several Human Capital Courses, military courses, staff-level training, cyber courses and exercise programs.

Experience

Lead Instructional Designer

Leyden Solutions

April 2024-present

As a remote lead instructional designer, I am part of a team that uses ADDIE to develop a blended learning project for the Defense Counterintelligence and Security Agency (DCSA). The project includes a 6-week, 5-module blended course with Level 1-4 evaluations and ongoing maintenance of the training page on the client's LMS. These courses have trained more than 300 new employees and will train more than 200 future employees in roles and responsibilities within a critical DCSA office. The project will enable the client to deliver the training in person or virtually, offering greater flexibility.

Lead Instructional Designer

Guidehouse Inc.

May 2023-April 2024

Served as the lead senior instructional designer for a 4-person team during the first phase of a four-phase AGILE blended learning project that combines e-learning with classroom instruction, using development tools such as Camtasia, Adobe Captivate, and Snagit. The project involves designing and developing over 70 blended courses to train 2000 end-users to operate one of Oracle's SaaS systems, Human Capital Management (HCM). This cloud platform

is the client's first; they currently do not use a cloud-based solution for their human resource needs.

Senior Instructional Designer

Peraton Inc.

August 2022-May 2023

As the project lead for a four-person team in a hybrid remote setting, I used ADDIE to coordinate the development of a blended learning project for the Office of the Director of National Intelligence (ODNI). The project involved redesigning and enhancing three instructor-led courses and creating several e-learning courses using tools such as Adobe Captivate and Camtasia for an organization of more than 500 people. The project enabled the client to deliver the material in person or virtually, providing greater flexibility.

Program Manager- Instructional Designer (Government Civilian GS-14)

US Navy/USFLEETCYBERCOM

August 2020-August 2022

Using ADDIE, led a team of 16 to design and develop a blended asynchronous cyber-focused learning program for an organization of 450 personnel. Wrote a new training policy and training plan that outlined the guidelines provided by the Navy for the organization's operational training needs. This blended learning program involved designing and developing training materials and e-learning for annual training events. The program aligned with the supporting training tasks outlined in the U.S. Navy's Operational Standardization Manual for preparing for real-world operations.

Senior Training Manager

Varen Technologies

November 2019-August 2020

Using ADDIE, I designed and developed instructor-led training for a government-sponsored cyber planning course to improve cybersecurity knowledge across all US military branches. The course is delivered to all branches at two locations across the US. I managed seven training needs analyses with 150 SMEs across all military branches to coordinate functions related to organization, policies, methods, and procedures for unit- and operational-level training and exercises.

Senior All Source Intelligence Training Manager (US Navy Active Duty),

US Navy/United States Fleet Cyber Command (USFLTCYBERCOM)

January 2017-November 2019

Using ADDIE, designed and developed instructor-led training for a cyber intelligence all-source course for the US military to enhance the knowledge of cyber intelligence analysts across all military branches. Currently, all branches deliver this course at four locations in the US. Managed 200 SMEs from all branches throughout the development of job, duty, and task

analyses and work role qualifications to establish prerequisites for a cyber all-source analyst in the Navy, and conducted six training needs analyses to inform curriculum development for the Cyber All Source Analyst Course.

All Source Intelligence Training Manager (US Navy Active Duty)

US Navy/NIOC Hawaii

October 2013-December 2016

I conducted three training needs analyses (TNA) and provided the findings to higher headquarters to determine the need for a cyber threat intelligence training course. I managed training administration for 80 cyber planners and all-source intelligence analysts in Hawaii's Cyber Mission Forces (CMF). I tracked and maintained the qualifications of cyber all-source intelligence analysts and cyber planners across 12 cyber teams to ensure fully trained personnel at all times. I scheduled 400 courses for 80 personnel over three years to streamline the qualification process.

Education, Certificates, and Badges

Master of Science in Education in Curriculum and Instruction (Learning Design and Technology), Purdue University

Bachelor of Arts in Intelligence Studies (counterintelligence), American Military University

Graduate Certificate, Instructional Design and Technology, Purdue University Global

Camtasia Explorer Certificate, Camtasia

Purdue University Badges for: Interaction and Assessments, Presentation Tools, Research Tools, and Website Design.

Skills and Tools

Project management	Program management	Curriculum Development
Management	Presentation	Blackboard
Problem Solving	Camtasia	Adobe Captivate
Articulate 360	Adobe Creative Suite	SharePoint
Data Analysis	Microsoft Project	Microsoft Office
Jira	E-Learning development	Oracle HCMS SaaS
SnagIT	ADDIE	SAM
Bloom's Taxonomy	Moodle	Canva