

**Aaron Leonard**

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**WORK EXPERIENCE****Instructional Designer — Colorado Community Colleges Online, Denver, CO (07/2005 to 09/2010)**

- Provide leadership and expertise in the development and maintenance of effective instructional design models for CCCOnline.
- Develop instructional design models for use in CCCOnline courses.
- Provide support to faculty in the development of online courses and the redesign of existing online courses.
- Develop graphics and multimedia for use within online courses and trainings.
- Assist faculty in the development and redesign of courses.
- Provide leadership in the development of appropriate instructional pedagogies through interaction with faculty in both one-on-one sessions and via faculty development workshops.
- Develop and teach faculty workshops covering both technical and pedagogical issues.
- Work with other departments to develop various forms of marketing collateral.
- Consult with Academic Technology department and assist with technological issues.
- Work with faculty to develop appropriate multimedia materials for courses.

**Instructor — Westwood College Online, Denver, CO (03/2003 to 05/2006)**

- Instruction of online graphic design courses including Intro to Graphic Design, Digital Illustration, Advanced Illustration, Image Editing. Also taught computer science course: Intro to HTML.
- Assisted students with problems in HTML, graphic design, Photoshop, Illustrator, Flash and more.
- Instructed students in graphic design and acted as art director for projects.

**Duties as Lead Faculty (08/2004 to 12/2004)**

- Prepared student, faculty and master schedules.
- Assigned instructors to courses.
- Resolved student and faculty issues.
- Selected and prepared curriculum.
- Identified and interviewed prospective faculty.
- Observed and evaluated faculty activity.
- Supervised remote faculty.

**Graphic Designer/Web Designer — AaronLeonard.com, Erie, CO (07/1997 to Present)**

- Design, review and editing of material for printed media, such as brochures, newsletters, and posters
- Design client collateral including logos, letterhead, business cards, envelopes and forms.
- Design and development of web sites and multimedia presentations.
- Oversee design projects from initial client contact through delivery.

**Manager — MailBoxes, Etc. #4183, Erie, CO (2001 to 2002)**

- Managed operations of franchise.
- Supervised and trained employees.
- Performed marketing, advertising and graphic design duties.
- Handled customer relations in person as well as via phone and email.

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**Site Builder — AGENCY.COM, Vail, CO (2000 to 2001)**

- Performed HTML authoring, graphic manipulation and Javascripting to produce Web sites.
- Worked with other departments to assure smooth customer experience and excellent finished product.
- Collaborated in the design and production process for web sites, multimedia content and email pieces.
- Worked with internal and external stakeholders to identify and fix site errors.
- Created/maintained Web sites for clients such as Incyte Genomics, Unifi (a division of Pricewaterhouse Coopers), OnStar and others.

**Webmaster/CIS Faculty — CCCUA, DeQueen, AR (1999 to 2000)**

- Maintained College website: duties included HTML authoring, web and graphic design and content creation.
- Administrator for WebCT. Included course creation and support for faculty and students. Also served as Distance Education administrator.
- Developed and taught courses including: Internet Fundamentals, HTML and Web Page Design, Introduction to Operating Systems. Developed Internet Fundamentals and other courses for online delivery.

**Duties as Applications Programmer/Webmaster (1998 to 1999)**

- Created, implemented and maintained the College website.
- Provided technical support for campus computer users.
- Wrote and designed "WebCT Student Guide."

**SKILLS**

**Software:** Adobe Creative Suite – with emphasis in Dreamweaver, Captivate, Illustrator InDesign, and Photoshop. Microsoft Office Suite. Audacity. Final Cut Pro. Windows and Mac proficient. **Web:** HTML, JavaScript, Cascading Style Sheets.

**Course/Learning Management Systems:** WebCT, WebCT/Blackboard Vista, Moodle, eCollege, Desire2Learn

**EDUCATION**

Graduate Courses in Instructional Design (2008) National University

Graduate Courses in Graphic Design (2006-07) Savannah College of Art and Design.

Associate of Applied Science (10/2003) Major: Graphic Design & Multimedia (4.0 GPA), Westwood College.

Web Design Certificate (05/2002) Concentration: Web and Graphic Design. Sessions.edu.

Web Master Certificate (04/2000) New Jersey Institute of Technology.

Bachelor of Science (12/1998) Major: English. Texas A&M University.

Associate of Arts (12/1995) Cossatot Community College of the University of AR