




# CHARLOTTE ROSENKRANZ

CERTIFIED TEACHER  
(K-5)

INSTRUCTIONAL  
DESIGNER

COURSE DEVELOPMENT/  
TRAINING

## CONTACT

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 Ringgold, GA

## SKILLS

Canva  
Storyline 360  
Canvas and Moodle LMS  
Adult Learning Theory, ADDIE  
K-12 Learning Theory  
Adobe Creative Suite  
Instructional Design Theory  
Technical Writing for Training SOPs

## EDUCATION

**M.E.D Educational Technology and  
Instructional Design ( Dual pathway for  
both K-12 and Adult Learners)**

**Western Governors University**  
Graduated Nov 2024

**B.A. Interdisciplinary Studies**

**Western Governors University**  
Graduated 2020

## CERTIFICATIONS/ TRAINING

Read 360 (2023, 2024)  
Sonday System LPL - 2023  
Practitioner Teacher - Tennessee License  
Active Teaching License K-5 - TN (2024)

## LANGUAGES

English



## INTERESTS

Cooking, Social Media Marketing and  
illustration.

## SUMMARY

Instructional designer and licensed educator skilled in both K-12 and Adult Learning Theory, conducting needs assessments, selecting instructional models and creating effective instructional content. A strong collaborator who is able to comfortably consult with SME's, Department Managers and clients to develop training materials that adhere to the strictest quality guidelines. I will bring project management, team leadership experience and creativity to any organization.

## EXPERIENCE

### Certified Teacher (Kindergarten, 3rd Grade Math and Science)

Hamilton County School District, TN 2020-PRESENT

- Kindergarten teacher at East Ridge Elementary School and Clifton Hills Elementary School. Experienced general education teacher (all subjects) in a diverse Title 1 public school setting.
- Experience in project-based learning design (Kindergarten) addressing cross-curriculum standards for a 4-week enrichment unit on butterflies.
- Presented a professional development session for all certified/classified staff titled "Find Your Joy: Bringing Fun Back Into Your Classroom!" (February 2024)
- LOE Score 4 (out of 5) -Scored Above Expectations for the 22/23 school year.
- Experience with diverse student populations (ENL, Exceptional Education, etc.)
- 2023/2024 School year - Mentor Teacher.
- 2023-present 1st grade ELA tutor (afterschool program)
- 2022-present Camp Kindergarten - Summer program teacher.
- 2024 - STEM Fellows Acceptance for 2024-2025 School Year (postponed)
- 2024/2025 Third Grade Math/Science Teacher

### Para-Educator, Reading Intervention

Port Angeles School District, WA 2020-2022

- Facilitated small group reading instruction for grades K-6
- Facilitated district and state testing for grades K-6.

### Stat Testing Lead (Medical Laboratory), Customer Service

Laboratory Corporation of America, San Leandro CA and Poway CA 2020-2022 and 2001-2007

- Supervised the Stat Testing Customer Service Department. General management responsibilities including training of all department new hires.
- Wrote facility SOP's for both customer service and stat testing departments that adhere to strict medical laboratory quality guidelines.

### Sales Executive (Laboratory - Environmental)

Fitz Scientific, Drogheda, Ireland 2020-2022

- Sales for a private environmental laboratory.
- Collaborated with Laboratory Management, Field Services Management, and Sales Management to secure and deliver both local government and private environmental testing contracts.
- Wrote tenders for government contract bids.