

# Joa McDaniel

Training Coordinator

## CONTACT

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## EDUCATION

### Eastern Kentucky University

Bachelor of Arts- English Literature-2006

## SOFTWARE & APPLICATIONS

- Microsoft Suite
- Adobe Photoshop
- Adobe Premier
- Adobe Lightroom
- Adobe Acrobat
- Lectora
- Camtasia
- Canva
- Survey Monkey
- Zoom
- Go to Meeting/Webinar
- Youtube
- Facebook
- Instagram

## WORK EXPERIENCE

### Resource Management Analyst III- Kentucky Office of Community Health Worker (CHW) Training Coordinator

Kentucky Department for Public Health 2022-present

- Manage Continuing Education Units for the office
- Create asynchronous learning to be house on TRAIN Kentucky LMS
- Identify training opportunities for CHWs
- Curriculum development utilizing best practices of Adult Learning Theory.
- Ensuring the use of SMARTIE learning objectives in training
- Collecting data for the use workplans and CDC required documents
- Designing a self-assessment on the CHW competencies
- Identify training gaps
- Organizing the office's bi-monthly informational email
- Created Curriculum for CHW Instructors for Approved Training Sites

### Resource Management Analyst III- Instructional Designer

Kentucky Department for Public Health 2020-2021

- Developed and maintained online learning modules for Department for Public Health and other state agencies
- Worked with the learning management systems TRAIN
- Designed job-aids, graphics, and other educational material
- Provided liaison services to subject matter experts to assist in curriculum development utilizing best practices of instructional design
- Assist in video production
- Advised management in developing special applications, reports, and processes
- Assisted in designing a workflow process with the ADDIE module in mind

### Resource Management Analyst III- Instructional Designer and Videographer

Kentucky Department for Public Health 2014-2018

- Developed and maintained online learning modules for Department for Public Health and other state agencies
- Worked heavily with the learning management systems TRAIN
- Developed presentations, materials and hand-outs to assist new and existing users on the TRAIN LMS and other services the branch offers
- Provided liaison services to subject matter experts to assist in curriculum development utilizing best practices of instructional design
- Assisted in video production
- Created the Department For Public Health YouTube channel
- Advised management in developing special applications, reports and processes