

# MELINDA WOLVERSON

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🏠 <http://melwolverson.com/>

## Skills



### Adobe Program Proficiency

- ✦ Photoshop
- ✦ Premiere Pro
- ✦ InDesign
- ✦ Illustrator
- ✦ Captivate
- ✦ Connect
- ✦ Lightroom
- ✦ iPad Apps
- ✦ Dreamweaver

### Other Proficiency

- ✦ PC & Mac computers
- ✦ Microsoft Office 2016
- ✦ HTML5, CSS, & Wordpress
- ✦ Zoom
- ✦ Qualtrics
- ✦ Digital Cameras, mostly Nikon
- ✦ Wacom tablets & iPads

### Certifications/Awards

- ✦ Adobe Campus Leader (2018)
- ✦ First Aid/CPR Certified (2017)
- ✦ Certified Adobe Education Trainer (2013 - present)
- ✦ MCAS Certified PowerPoint (2007)

## Who's Mel.?



In the past 12 months I've had over 2,000 attendees in my classes, with a 94% approval rating. An educator and designer with over 15 years experience in higher education, I love the atmosphere of an educational environment and helping people achieve their goals.

## Experience



### University of Missouri, Columbia, MO

IT Trainer, IT Training, Div. of Information Technology, 10/2007-6/2018

- ✦ Teaching Adobe CC, Office 2016, and custom content (currently)
- ✦ Creating web content, videos, webinars, and marketing materials
- ✦ Developing curriculum for Web Design, iPad, Photoshop, InDesign, Dreamweaver series, and MS PowerPoint series
- ✦ Organizing Adobe Camp Week (2011-15) & Photo Days (2016-17)

Information Specialist, College of Engineering, 9/2005-4/2007

- ✦ Designing the college and alumni HTML email newsletters
- ✦ Photographing and designing graphics, print and web
- ✦ Interviewing and writing articles, print and web

Writing Lab tutor, Total Person Program, Athletic Department, 8/2004-2007

- ✦ Mentoring and Tutoring undergraduate students in the writing lab

### Columbia Area Career Center, Columbia, MO

Instructor, 10/2017-Present

- ✦ Teaching occasional evening classes with Adobe curriculum I created for the community

### Independent Consultant & Speaker, Columbia, MO

6/2004-Present

- ✦ Video Editing/Recording (2018) - MU School of Nursing Outreach
- ✦ Speaker (2016) - 4H MU Extension, Kansas City
- ✦ Web Design (2016) - <https://stevenwattsauthor.com/>
- ✦ Book Illustrations (2005)

Publication: Cuddles the Chocolate Cow, By Wally Edmond. Hard Cover I.S.B.N. 1-59879-108-7

### Moberly Area Community College, Mexico, MO

Instructor, 8/2005-5/2006

- ✦ Teaching "Fundamentals of Critical Reading" and "Fundamentals of Writing"

## ***Experience (Continued)***

Kansas State University, Manhattan, KS

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GA PILOTS Tutor for Expository Writing, 8/2003-5/2004

- ✦ Assisting student with questions and commenting on written work

Expository Writing I & II Instructor, 8/2002-5/2003

- ✦ Teaching using instructional technology classrooms
- ✦ Communicating to match learning abilities
- ✦ Evaluating and commenting on written work

Carl Sandburg College, Carthage, IL

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Community Education Instructor and Business Lab Instructor, 1/2002-8/2002

- ✦ Teaching “Digital Camera” and “Beginning Computers”
- ✦ Cyber Camp 2002 – teaching two-day seminar on Digital Camera/imaging for K-12 teachers

### **Volunteer Experience**

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2017-18 Maplewood Barn Theatre - Photography & Set Painting

2015-16 Adobe User Group Manager

2005-18 Graphics, Photographer, & Kids Tech, Woodcrest

2004 Technical Editor, Touchstone literary magazine, Kansas State University

2003 Reader, Touchstone literary magazine Kansas State University

## ***Education***

Kansas State University, Manhattan, KS

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MA - English, 2004

- ✦ Teaching, research, web page creation, and technical writing

Hannibal-LaGrange University, Hannibal, MO

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BA - English, 2001

- ✦ Honors Program Graduate
- ✦ Minor – Art

Harlaxton College, Grantham, England, UK

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- ✦ Study Abroad - HLG Honors Program, 1999

References Available Upon Request