

# Stephen Watkins

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## **PROFESSIONAL EXPERIENCE**

### **Coordinator/Instructor, Creative Media** KAUAI COMMUNITY COLLEGE

*Jan., 2016 – Present*

- Conducting numerous administrative and outreach activities required to build the new Creative Media Associate of Science Degree Program.
- Teaching a full workload of Creative Media courses, including Art 101, Art 126 and Art 112 at the Kauai CC campus and Kapaa high school.

### **Webmaster** KAUAI COMMUNITY COLLEGE

*Nov., 2013 – Jan., 2016*

- Worked with faculty and staff to design and produce professional websites, still photographs and video programs for the college.

### **Lighting, Sound Technician** KAUAI COMMUNITY COLLEGE

*August, 2009 – Jan., 2016*

- Responsible for staging, lighting, and audio for live performances at the Performing Arts Center.
- Configurations include computerized lighting instruments and multi-channel audio gear.

### **Independent Video Producer, Photographer** OMNIREEL DIGITAL CINEMA

*June, 2000 – Jan., 2016*

- Designing and producing professional educational and promotional programs on topics including Corporate Image, Internal News, Leadership Development, Product Sales and Promotion, Safety, Sales Training and Task-specific Job Skills Training.
- Shooting professional wedding and portrait photography.

### **Skills Trainer/Paraprofessional, Home Health Aide** BAYADA HOME HEALTHCARE

*Nov., 2009 – October, 2013*

- Jan, 2009 - June, 2009.

### **Lecturer, Photography** (*Office of Continuing Education and Training*) KAUAI COMMUNITY COLLEGE

*August, 2009 – April, 2011*

- Taught Still photography and Photoshop classes for students of all ages and experience levels.

### **Lecturer, Video Production** UNIVERSITY OF HOUSTON

*January, 2009 – June, 2009*

- Taught Communications 4534, a senior-level video production course that emphasized each program's newsworthiness, measurable objectives and effect on the audience.
- Produced Internal News Video segments for Boeing (*Aerospace*) and step-by-step Technical Training Video programs for General Electric (*deep sea oil well manufacturing division*).

**Instructional Designer**  
CAMDEN PROPERTY TRUST

*Dec., 2006 – October, 2008*

- Produced e-Learning, Video and Print-based programs used to train employees in all job positions, saving \$120,000 annually in outside development costs.
- Updated and maintained multilingual, on-line applications for new-hires. Training Modules were delivered and tracked within a custom Learning Management System.
- Based on the ADDIE model, designed and produced a series of Consultative Sales Training Modules.

**Instructional Designer**  
PENNSYLVANIA STATE UNIVERSITY

*June, 2004 – June, 2006*

- Worked with faculty and staff in many disciplines and campuses to help professors diversify their courses so all students would feel welcome at the University.
- Coached and monitored the performance of a development team that created a SCORM-compliant, Web-based Multicultural Resource Database.
- Coordinated Faculty Development Workshops and an International Diversity Conference for “Big 10” Universities that revolved around Project MELD (*Multicultural Enhanced Learning for Diversity*).

**Lecturer, Television Production**  
PENNSYLVANIA STATE UNIVERSITY

*June, 2005 – June, 2006*

- Taught Communications 283 (*video/audio production*) at the University Park campus.
- Developed lesson plans and projects to teach students how to record in live, studio and single-camera formats. Students developed production management skills and received hands-on experience developing graphics, recording audio and editing video using Final Cut Pro.

**Project Leader**  
AFFINITY CONNECTION

*Jan., 2003 – June, 2004*

- Coached and mentored a team of writers (*in-house and freelance*) and outside printing facilities to deliver publications on schedule and within budget. Through regularly scheduled team meetings, print turnaround was reduced so that “all” publications were delivered on time.

**Project Manager, Quality Assurance/Technical Support**  
STRATEGIC MANAGEMENT GROUP

*Sept., 2001 – Oct., 2002*

- Coached and directed Instructional Designers, Web Developers, and Software Engineers to produce and maintain employee performance improvement learning applications for Sylvan Learning Systems, Bayer, and large Universities. (*Budgets ranged from \$150,000 - \$500,000*)
- Established team objectives, communicated project risks, key tasks, and development progress to clients, senior leaders, and development team members.

**Project Manager, Learning & Development**  
TANNER COMPANIES

*August, 2000 – Sept., 2001*

- Developed instructional and motivational programs to improve the productivity of the company’s independent sales force based on Stephen Covey’s “7 Habits” program.
- Used Quark XPress and Photoshop to create direct-selling programs that saved 5-15k per project in outside development costs and produced informative video programs to train Sales Consultants.

## **PROFESSIONAL EXPERIENCE** *(continued)*

### **Lecturer, Computer Science** UNIVERSITY OF SOUTH CAROLINA

*Sept., 2000 – Sept., 2001*

- Taught three sections of *“Introduction to Computers”* which covered Microsoft Office Suite applications (*Word, Excel, Access, PowerPoint*) Computer Architecture, Internet Technology and Operating Systems. (*Windows, HTTP, FTP, POP*)

### **Multimedia Producer, Instructional Designer** SPARTAN FOODS, FLAGSTAR, ADVANTICA

*August, 1991 – August, 2000*

Restaurants: Denny's, Hardee's, Quincy's, El Pollo Loco, Canteen Corporation, Volume Services

- Designed, produced and implemented training modules for a new Learning Management System that trained 60,000 employees in all front and back-of-the-house job positions. Training topics included: Food Safety, Sanitation, Promotions, Food Preparation, Suggestive Selling Techniques and Operations updates. This custom LMS system included 30 interactive video modules on Diversity and Customer Service.
- Worked directly with the *Office of the Civil Rights Monitor*, appointed by the Supreme Court when designing this company-wide education system.
- Wrote and produced nationally-released print-based training manuals and award-winning instructional video programs for all of the restaurants and food service companies listed above.

### **Video Writer/Producer** DARDEN RESTAURANTS

*June, 1987 – August, 1991*

Restaurants: *Red Lobster, The Olive Garden, Good Earth, York Steak House, China Coast*

- Wrote, directed and produced nationally-released training and motivational video programs for all of the restaurants listed above. Topics included Food Preparation, Safety, Sanitation, Hiring, and Customer Service.
- Photographed new plate presentations in the test kitchens to train Cooks and Servers.

### **Audio Visual Specialist** STROMBERG

*February, 1984 – June, 1987*

- Programmed multi-image presentations and shot large format (*2 1/4*) product photography to inform sales prospects and existing clients.
- Setup and operated audio/visual equipment at national sales conferences and trade shows.

### **Electronics Technician** UNIVERSITY OF CENTRAL FLORIDA

*July, 1983 – February, 1984*

- Installed and repaired audio and video equipment used by students in the University Television Studios. (*cameras, lights, switchers and editing workstations*)
- Measured the radio station's signal strength and frequency in accordance with FCC regulations.

## **FORMAL AND TECHNICAL EDUCATION**

### **M.A., Instructional Technology**

*August, 1989*

UNIVERSITY OF CENTRAL FLORIDA

- This degree focused on coursework in Adult Learning Principles and Instructional Design Models.
- I learned how to conduct Needs, Job and Task Analyses and how to identify and use Competency Models, Measurable Objectives and Evaluation Tools (Metrics) for Learning Events.
- Two courses taught me how to design, produce and deliver self-paced, interactive programs.
- My thesis was a comparative study on The Olive Garden's Server Training Programs. Results were shared with Vice Presidents of Human Resources, Training, Operations and other senior leaders at The Olive Garden.

### **B.A., Television Production**

*April, 1983*

UNIVERSITY OF CENTRAL FLORIDA

- This comprehensive program developed effective writing techniques and production skills required to produce television programs and commercials.
- I completed extra coursework in computer architecture, photography and film production.

### **Certificate of Electricity**

*June, 1982*

MID-FLORIDA TECHNICAL INSTITUTE

- During my junior year at the University of Central Florida, I also attended Mid-Florida Tech. at night, completing the workload of a fulltime student at both schools simultaneously.
- This one-year program taught me how to identify and troubleshoot Series and Parallel circuits, how to solder circuit board components and how to measure resistance, voltage, amperage and wattage.