

Kristen Hoffman, *instructional designer*



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<http://www.khdesignportfolio.com>



Vandalia, Ohio

PROFILE

Instructional designer and curriculum developer skilled at transforming expert knowledge into clear, engaging, results-driven learning experiences. Experienced in collaborating with subject matter experts and organizational leaders to turn complex ideas into structured courses. Adept at curriculum mapping, lesson scripting, visual design, and tech-ready documentation.

PROFESSIONAL EXPERIENCE

Math Curriculum Content Developer (Contractor)

Modern Classrooms Project, Washington D.C.

Current Role

- Develop teacher-facing and student-facing instructional materials that support a self-paced, mastery-based learning model.
- Create clear lesson guides, exemplar videos, formative checks, and student resources that help teachers implement the Modern Classrooms framework with confidence.
- Translate complex pedagogy into practical, easy-to-follow resources that align with best practices in blended, student-centered learning.
- Collaborate with program leads and educators to ensure curriculum materials are instructionally sound, visually coherent, and accessible for diverse classrooms.
- Apply learning design strategies to help teachers differentiate instruction, track mastery, and scaffold student progress effectively.

Instructional Designer (Internship)

City of Vandalia Parks and Recreation Department, Vandalia OH

Nov 2024 - Mar 2025

- Developed eLearning in Articulate Storyline and Vyond, ensuring accessibility, engagement, and smooth LMS implementation.
- Transformed dense compliance and policy content into clear, scenario-based eLearning aligned with organizational goals.
- Partnered closely with SMEs, serving as the bridge between their expertise and the final learning experience for 100+ employees.
- Conducted needs analysis and audience research to inform course structure and flow.
- Developed storyboards and conversational scripts, and created detailed design documentation to guide development.
- Reduced onboarding time by 10 hours per month by reorganizing content into streamlined, results-focused modules.

Instructional Designer (Volunteer Role)

CoreSkills, Toronto ON

Nov 2024 - Mar 2025

- Designed inclusive, scenario-based courses and role-play simulations supporting adult learners, including immigrants and refugees building workplace readiness skills.
- Applied adult learning principles and formative evaluation to ensure continuous improvement and learner engagement.

- Collaborated with nonprofit leadership to align course design with organizational goals and learner outcomes.
- Earned 100% positive program feedback, confirming accessibility, relevance, cultural sensitivity and learner satisfaction.

Math Teacher

Fairborn High School, Fairborn OH

Aug 2021 - Jul 2025

- Designed an original, cross-disciplinary curriculum using backward design and sequence planning; later adopted across the school.
- Led professional development sessions for 10+ teachers on engagement-driven instructional strategies and course design.
- Increased AP course enrollment to record levels and improved test performance by 20%, demonstrating strong impact on learning outcomes.
- Built microlearning resources (tutorials, quick guides) to support self-paced learning.
- Consistently rated "Accomplished" in evaluations across instructional delivery and learning experience design.

Math Teacher

Gem City Career Prep High School, Dayton OH

Jul 2020 - Jul 2021

- Designed and curated 60+ hybrid, project-based lessons as the sole math instructor.
- Provided tech-integration coaching to staff as the building's "Tools Expert."
- Co-developed a shared digital test-prep curriculum implemented across multiple schools to boost assessment readiness.

EDUCATION AND CERTIFICATIONS

Certified Professional in Training and Performance, 2025

Ohio TechCred Certification, 2025

Master of Arts in Math Education, 2021

Master of Music in Piano Performance, 2012

IDOL Academy, FLowery Branch GA

Ohio Dept. of Ed / AI OWL

Western Governors University, Salt Lake City UT

Lamont School of Music, Denver CO

SKILLS

Instructional Design & Curriculum Development: ADDIE • SAM • Learning Pathway Design • Curriculum Mapping • Lesson Scripting • Storyboarding • Assessment Development

eLearning & Media Tools: Articulate Storyline • Articulate Rise • Vyond • Camtasia • Genially

Adult Learning & Course Strategy: Needs Analysis • Audience Research • SME Collaboration • Gagné's 9 Events • Bloom's Taxonomy • Feedback & Iteration

Teaching & Facilitation: Workshop Design • Professional Learning • Hybrid & Online Teaching

Technology & Platforms: Google Suite • Learning Management Systems • Generative AI for Learning

ADDITIONAL INFORMATION

Track and Field Coach for CYO (Catholic Youth Organization)

Apr 2021-Present

Freelance Piano Instructor

Sep 2010-Present