

CYNTHIA BERHTRAM

CONTACT

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EDUCATION

Graduate Certificate, Learning Design and Technology

Extension Studies, Harvard University | 2018

Master of Science, Library and Information Science

Simmons College | 2013

Bachelor of Arts, Individualized: Art and Society

University of Connecticut | 2003

SKILLS

- Project Management
- Learning Design
- Information Design
- Platform Administration
- Adobe Creative Suite
- Training and Instruction
- Leading Teams
- Thriving in Ambiguity
- Educational Technology
- Online Instruction
- Academic Librarianship

PROFILE

An experienced innovator, leader, and learning designer with a background in technology, media, and librarianship looking to maximize institutional impact in a new role.

EXPERIENCE

INSTRUCTIONAL TECHNOLOGY SPECIALIST + PROJECT MANAGER

STANFORD GRADUATE SCHOOL OF BUSINESS | PALO ALTO, CA | 2018 - PRESENT

- Lead effective and innovative instructional technology projects, such as custom application development and simulation creation, from pilot through assessment and implementation, with wide impacts for teaching and learning at the University
- Product and service owner for technologies including learning management systems, integrated tools, media repository, and VR tools
- Engage with partners and stakeholders including staff from Library, Executive Education, international programs, faculty support, Instructional Technology, MBA/MSx programs
- Provide expert guidance in creating meaningful technology-enabled instruction, in partnership with faculty
- Lead the GSB's response to COVID-19 through a transition to online learning; plan for hybrid and cohort-based models of instruction

ADJUNCT FACULTY, EDUCATIONAL TECHNOLOGY + MEDIA

EMMANUEL COLLEGE | BOSTON, MA | 2019 - PRESENT

- Develop and teach an innovative new course, EDUC 5905: Educational Technology + Media, an online course for MEd students and K-12 teachers
- Focus on active, project-based learning relevant to students' needs as educators, culminating in a final eportfolio demonstrating mastery of skills

MANAGER OF INSTRUCTIONAL TECHNOLOGIES

HARVARD GRADUATE SCHOOL OF EDUCATION | CAMBRIDGE, MA | 2016 - 2018

- Manage learning technologies toolkit for the HGSE community, including the Canvas LMS, Qualtrics, Poll Everywhere, Kaltura, and other tools for use in face-to-face, blended, and online learning
- Lead staff and serve as project manager on educational technology projects

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AWARDS

Beta Phi Mu Member

Inducted into the International Honor Society for Library and Information Science

Association of Computing in the Humanities Young Scholar Award + Digital Humanities Summer Institute (DHSI) Scholarship

Awarded to a scholar information science and digital humanities.

Confucius Institute Scholarship

Scholarship to travel to China to attend a seminar on the history of librarianship there.

EXPERIENCE (CONTINUED)

- Develop policies and training materials for educational technologies; Design and deliver workshops to faculty and staff
- Build relationships to collaborate effectively cross-functionally

PROJECT LEAD, LEARNING MANAGEMENT SYSTEM MIGRATION

HARVARD GRADUATE SCHOOL OF EDUCATION | CAMBRIDGE, MA | 2015 - 2016

- Manage the migration of course sites from a proprietary learning management system to Canvas or other CMS
- Collaborate with staff and faculty from across the school to design a learning technologies toolkit to serve the community, including in-person, online, and professional education programs

ACADEMIC TECHNOLOGY SPECIALIST

EMMANUEL COLLEGE | BOSTON, MA | 2013 - 2015

- Support faculty in effective integration of learning technologies, including creation of documentation, workshops, and other programming for a faculty audience
- Manage a team of educational technology support staff
- Create faculty development programming and student workshops

SPECIAL PROJECTS LIBRARIAN

EMMANUEL COLLEGE | BOSTON, MA | 2011 - 2015

- Manage a team digitizing archives materials. Develop procedures for ingest of digital materials into the college archives. Design Drupal site for discovery and display of archival materials; assist faculty in designing learning activities using archives materials
- Implement institutional repository for housing student scholarship
- Assist library staff in developing and delivering information literacy instruction for first-year students
- Support faculty and staff in the Blackboard LMS

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PRESENTATIONS

Flipped Course Design & Assessment

R1 Peer Institutions Meeting,
InstructureCon, 2019

Beyond the LMS: Exploring the Future of Educational Technology

Innovative Technologies for
Learning Meetup, Stanford GSB,
2019

Student-focused Flipped Learning and Innovative Online Interactions: Connecting Learners in Virtual Crisis Management Simulations

Idealab, Academic Technology
Expo, University of San Francisco,
2018

Problem Solving with Empathy: Building a Sustainable and Collaborative Innovation Network

Harvard University IT Summit, 2016

EXPERIENCE (CONTINUED)

PROGRAM AND DIGITIZATION COORDINATOR

CAMBRIDGE HISTORICAL SOCIETY | CAMBRIDGE, MA | 2009 - 2011

- Manage an IMLS grant-funded project to digitize and catalog the CHS's Photograph Collection
- Create Drupal-based website for the organization, including online catalog for the Photo Collection
- Develop workshops to instruct members and other local history organizations on digitization best-practices for archives materials
- Coordinate engaging local history programming for the Cambridge community

RIGHTS AND IMAGING COORDINATOR

AMERICAN ANTIQUARIAN SOCIETY | WORCESTER, MA | 2006 - 2008

- Digitize rare and fragile collection materials; catalog digital objects
- Establish procedures for digitization and tracking of digital projects
- Perform image research for library patrons
- Assist Director of Information Technology in hardware and software installation and support
- Manage library interns