

# James L. Simers

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## Learning & Development Leader

Professional learning and development leader with over ten years of experience in both the private and public sector who champions business success through employee growth and organizational change.

- Developed and implemented high-potential leadership development and on-boarding programs.
- Designed, developed, and implemented training strategies for software implementations and upgrades.
- Coach leaders on performance improvement and organizational design.
- Develop and facilitate training events, interactive learning labs, and courses for audiences of 1-500.
- Use strategic partnerships to develop change management to successfully roll-out new initiatives.

### PROFESSIONAL EXPERIENCE

WinnCompanies, Boston, MA

April 2015 – present

#### **LEARNING & DEVELOPMENT MANAGER (JULY 2016)**

Provide learning development and leadership support to a variety of projects to further the company's business priorities.

##### **Key highlights**

- Collaborate with the Director of L&D on developing and establishing high potential leadership programs.
- Developed and oversee mentoring program.
- Provide formal and informal coaching in leadership and performance improvement to leaders across the organization.
- Use evaluation metrics to assess and drive improvement in programs and training.
- Develop strategic relationships across the organization and with external vendors to develop and enhance company initiatives and systems.
- Partner with department leaders to develop strategic plans to drive cultural change and employee engagement.

#### **TRAINING SPECIALIST (APRIL 2015)**

- Lead a cross-functional team to develop employee on-boarding program including a manager tools, a team member reference guide, orientation video and accountability and evaluation tools.
- Designed and implemented a training plan for the initial roll-out of Ceridian Dayforce.

City Electric Supply, Marshfield, MA

June 2011 – April 2015

#### **TRAINING SPECIALIST**

Provide vision and leadership through a variety of training solutions from inception to delivery to internal clients throughout all levels of the company.

##### **Key highlights**

- Created corporate eLearning branding and standards and designed and developed the companies computer based training modules using Adobe Captivate and Audition.
- Developed and implemented a year-long induction training program for 1500+ employees.
- Visioned and implemented a marketing campaign to increase employee awareness and engagement with training resources.
- Provided coaching to company managers on employee development and mentored fellow training team members to improve skills and grow as professionals.
- Conducted needs analysis for selection and implementation of a Learning Management System (LMS).
- Became a SME on the proprietary Inventory Management System and train all levels of users in it through synchronous and asynchronous learning tools.

Children's Rescue Mission, Norwalk, CT

2010 – 2011

**E-LEARNING DEVELOPER (VOLUNTEER CONTRACT PROJECT)**

Contracted to independently develop a Trip Guide and Spanish Tutorial, two computer-based training modules for volunteer short-term missionaries. Engaged Subject Matter Experts (SME) to create compelling, accurate program content.

Mustard Seed Design, LLC, Trumbull, CT

2007 – 2011

**LANDSCAPE DESIGNER/OWNER**

Established firm to assist clients in by creating solutions to fit their landscaping needs. Worked with clients to determine needs and select the landscape design solutions that most effectively fit with their horticultural requirements and budgets. This included supervising subcontractors during installations or coaching clients for DIY installations and in care and maintenance techniques.

Mad Science of Fairfield County, Stratford, CT

2005 – 2006

**OFFICE MANAGER**

Created a culture of high performance for up to 12 science instructors and two office staff in delivering highly interactive shows that are educational and entertaining. In small group and one-on-one settings, trained instructors on the science program content and effective, engaging presentation skills. Researched and created new material for programs, including workshops and large-crowd shows.

New Canaan Board Of Education, New Canaan, CT

1999 – 2005

**TEACHER**

Managed the learning programs for a classroom of third and fourth-graders of all skills, from special needs through gifted. Planned and delivered compelling curriculum to engage students actively in the learning process, including instruction on RoboLab and iMovie. Measured individual student performance through assessments and tests; worked with students and parents to improve learning.

**ADDITIONAL EXPERIENCE**

***Technical Reviewer, Packt Publishing, Birmingham, UK (2014)***

*Edited the book, Mastering Adobe Captivate 7 by Damien Bruyndonckx.*

***Guest Lecturer (2009)***

*Instructed students on ProLandscape Image Editor for Landscape Design II course through classroom lab sessions.*

**EDUCATION • PROFESSIONAL DEVELOPMENT**

**Organizational Leadership Certificate**, Northwestern University (Coursera) 2017

**Master Performance Consultant**, Association for Talent Development 2017

**Certificate in Workplace eLearning & Performance Support**, Boise State University 2011

**Master's Degree, Educational Technology**, Fairfield University 2002

**Bachelor's Degree, Psychology**, Sacred Heart University 1997

**PROFESSIONAL AFFILIATIONS**

The eLearning Guild

Association for Talent Development (ATD)

**LEARNING TECHNOLOGIES**

Captivate CS7 & CS5.5, Audition C6 & CS5.5, Photoshop CS5.5, InDesign CS6, Articulate Storyline, Adobe Connect, WebEx, GoToMeeting, and Microsoft Office Suite including PowerPoint, Word, Outlook, Excel, and Publisher.