



Catherine Carr

Learning & Development Leader

Phone: 347-237-0735 | Maryland, USA

Email: catherineabq@gmail.com

LinkedIn: www.linkedin.com/in/catherinecarrglobal/

Portfolio: www.springdeep.com/

PROFILE

**Creative, resourceful,
and solution-driven**

Strategic mind, tactical focus

Learning Design leader with experience designing and delivering facilitator-led and blended learning programs in complex, multicultural environments. Expertise includes:

- Instructional Design (ADDIE, adult learning, scenario-based learning)
- Train-the-Trainer and facilitator development
- Multilingual and accessible learning development (UDL, WCAG)
- Learning evaluation and continuous improvement
- Curriculum mapping and stakeholder alignment

EDUCATION

Master of Learning Design and Technology, University of Maryland Global Campus

Master of Business Administration (MBA), Golden Gate University, San Francisco, CA

Bachelor of Arts, Communications, University of San Francisco, CA

SKILLS & PROFICIENCIES

Learning Design & Evaluation: Needs assessment, learning analytics, and curriculum development.

Learning Technologies: Articulate 360 (Storyline, Rise), Mural, Mentimeter, AhaSlides, Vyond, Genially, and Talent LMS.

Design & Productivity Tools: Microsoft & Google Suites, Teams, Zoom, Trello, Adobe, and Canva.

Emerging Tools: ChatGPT (scripting and drafting), Claude.ai (HTML), NotebookLM (research), Notion.ai (knowledge management), and ChatLLM (prototyping).

Languages: French (B1/B2 proficiency).

RELEVANT EXPERIENCE

**Doctors Without Borders /
(Médecins Sans Frontières (MSF))**

Instructional Design Team Leader

Mar 2020 – present Maryland, USA (remote)

Lead end-to-end design and delivery of global management training programs (virtual and in-person), across multicultural contexts.

- Served ~600 learners in 50+ countries annually.
- Learner satisfaction +90% annually.
- Led cross-functional design team to produce multilingual and WCAG-aligned learning materials.
- Developed facilitator guides and briefing tools to ensure consistent delivery across global cohorts.

Project Coordinator, HR-Finance Manager

May 2009 – Feb 2020 International Assignments

Managed and mentored multicultural teams and facilitated operational alignment in high-pressure environments.

- Project sizes ranged from 50 - 600 employees with annual budgets up to \$5 million.
- Coordinated planning and discussions to implement operational timelines.
- Oversaw budgeting, financial tracking, and proposed corrections and adjustments.



Catherine Carr | Resume page 2

Learning & Development Leader

RELEVANT EXPERIENCE continued

PB&J Family Services

Human Resources and Finance Director

Jan 2005 – Apr 2009

New Mexico, USA

Member of leadership team for a non-profit serving at-risk children and families.

- Provided oversight for ~100 employees and an annual budget of \$4.5 million.
- Managed HR operations including hiring, onboarding, performance reviews, and employee relations.
- Administered compensation and benefits and oversaw budgeting and grant contracts.

CERTIFICATES AND ACHIEVEMENTS

Global Mentor Accreditation, European Mentoring and Coaching (EMCC) Association

Senior Professional Human Resources (SPHR) Certificate, HR Certification Institute (HRCI)

Senior Certified Professional (SCP) Certificate, Society of Human Resources Management (SHRM)

Save the Goats, Founding Committee Member, Homa Bay, Kenya

ADDITIONAL EXPERIENCE

Speaker, Self-employed

Designed and delivered talks and workshops on leadership, communication, and learning.

HR Coordinator, Z-Coil Footwear

Coordinated recruiting, onboarding, and employee relations activities.

Employment Developer, National

Commission on the Status of Women

Developed employment pathways for women through community partnerships.

Staffing Director, Robert Half

International

Managed client accounts and hiring processes across multiple sectors.

Legal Assistant and Administrative Lead, Chevron Corporation

Coordinated office operations, legal support, and team logistics.

Dance Instructor, Arthur Murray

Provided private and group instruction adapting approach to learner needs.

PROFESSIONAL MINDSET

- **Focused and composed** in the midst of complete chaos.
- **Comfortable with being uncomfortable**, uncertainty, and the unknown.
- **Open to and curious** about new and different perspectives.
- **Willing to navigate difficult conversations** on just about any topic.
- **Skilled at synthesizing multiple viewpoints** into one, cohesive document.
- **Tech-savvy** with an inclination to optimize tools and systems.
- **Energized by “MacGyvering”** and the process of figuring things out.
- **Able to find the positive and the humor** in most situations.