

## Background Summary

### Education:

- M.S. Ed. Secondary Education with a concentration in Instructional Technology, May 2012 – Old Dominion University, Cum Laude
- B.S. Secondary Education, Technology Education Emphasis Area, June 1998 – Old Dominion University, Cum Laude

### Certifications & Licenses:

- VA state Licensed Technology Education Teacher 25+ years (Current)
- AP Computer Science Principles teaching endorsement ExCITE
- Virtual Facilitator Certification 2017
- Certified Knowledge Manager (CKM)
- Security+
- MCTS

### Skills:

- Program Management 5 years
- Project Leadership – 8+ years
- Instructional Design–11+ years
- Training Support- 11+ years
- LMS Administration 16+ years
- Blackboard/Schoology/Kenexa/DoD
- Agile LMS
- HTML/CSS/XML-16+
- Data Driven Web Sites-16+
- DreamWeaver 16+ years
- Photoshop 16+ years
- Captivate 16+ years
- Articulate 10+ years
- JavaScript 4+ years
- SQL Server 5+ years
- Microsoft Products 20+ years

### Relevant Training:

- College Board Advanced Placement Principles of Computer Science for Technology and Engineering Teachers
- Essential Classroom Technology for Teachers
- Effective Classroom Mgt for the 21st Century

Elise Y Blosch

### Memberships

CKM- Certified Knowledge Manager  
ISTE- membership  
[LinkedIn Profile](#)

### Management Experience Summary:

1 month Aircraft Certification Training Branch Manager. Served as interim Branch Manager with oversight of 6 Program Managers and 7 Regional Instructional Coordinators and approximately 7-12 on-going course development contracts and various projects.

5 Years training program management experience, providing oversight of course analysis, design, development, implementation, and evaluation/testing to ensure adherence to instructional design strategies and standards to meet curriculum goals for Aircraft Certification Aviation Safety Engineers and Safety Inspectors.

5+ Years management experience leading staff of 3+ Help Desk/Technical Support professionals whose activities included Tier 1, 2, & 3 technical support. Procurement, configuration & deployment of portal hardware/software. Design, development, maintenance, administration and configuration of web applications, and site modifications for a highly customized SharePoint portal capability. Project planning for server rollouts and major segments of work. Coordination of requirements gathering team tasks for enterprise level software development projects.

### Instructional Design Experience Summary:

Use of sound instructional systems design principles and instructional methods in design of instruction, to include instructor led training and web-based training and virtual or hybrid courses. Re-design legacy WBT courses using Captivate or Articulate for inclusion in training and instruction courseware for delivery via Blackboard LCMS and Agile LMS. Develop recommendations on the use of web-based e-Learning architecture and supporting technologies for the development of web-based learning experiences. Created online exercises for hybrid classrooms and web-based course delivery. Work closely with subject matter experts while leveraging sound instructional design methods to design and develop effective and engaging learning and performance solutions for students.

### Technical Experience Summary:

Blackboard Course Admin, Agile LMS Admin, Moodle LMS Admin, WordPress, Designing web pages and sites using HTML/5 and the Adobe eLearning Suite of tools. Designing and troubleshooting courseware using HTML, JavaScript, Captivate, Articulate and various LMS/LCMS authoring features and platforms. 10+ years' experience developing and administering SharePoint sites, including using SharePoint 2003, 2007 & 2010, 365. SharePoint Designer 2007 & 2010, InfoPath 2007 & 2010, as well as 5+ years supporting and training groups in the use of SharePoint 2007 & 2010. I have 10+ years of experience working in web development and web server administration.

### Instructor Experience Summary:

Designed, planned, and developed course content, lessons, and sequencing of instructional activities. Delivered and facilitated lab instruction for Applied Physics, Industrial Processes and Manufacturing and Technical Drawing and Architecture courses leveraging various instructional methods in the High School/. Provided instructional demonstrations and guidance. Completed periodic reviews of curriculum materials, lessons, instructional materials, and equipment as needed. Led

Last updated 10/24/2025

Willing to relocate

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Portfolio available:

<https://Artemis-LS.net>

- Virtual Facilitation for Distance Learning
- Project Management
- Schoology LMS and Web server admin
- Kenexa LMS Developer/Admin
- Plateau LMS Admin
- Blackboard LMS Admin
- HTML5 CSS3
- SCORM for Developers
- Using Open Source LMS
- Timeline Animation & Media Design
- Creating Advanced E-Learning Architecture using ActionScript/XML
- DHTML, SQL, ColdFusion
- DreamWeaver, Photoshop
- Web Development for Educators
- Certified Internet Web Master
- Fort Augusta, GA Army Signal School U.S. Army Satellite Communications School, Honor Graduate, 1989

class discussions and facilitated group assignments. Created student performance evaluation instruments and methods to successfully assess student attainment of instructional objectives.

- 2020 - Present Instructional Designer DoDEA, Quantico, VA
- 2013 - 2020 Training Program Manager, FAA HQ in Washington, D.C.
- 2013 –2013 Instructional Designer/Technologist, Booz Allen, Hampton Roads, VA
- 2012 –2013 Instructional Systems Design Analyst, Booz Allen
- 2007 – 2010 SharePoint Portal Developer, Lead Architect, Booz Allen
- 2010 – 2010 LMS Requirements Documentation, Booz Allen
- 2005 – 2007 Web Developer, Booz Allen
- 2003 – 2005 Technical Support, Booz Allen
- 1998 – 2003 Technology Education Teacher, Virginia Public Schools

**Detailed Experience:**

**August 30, 2020 – DOD Education Activity (DoDEA) Quantico, VA – Instructional Designer GS-13 Step 7-:** Solve critical problems in instructional design for the agency. Create interactive friendly products for K-12 students’ educational needs. Establish assessment materials of current curriculum for the agency. Use of ADDIE & SAM models to design and revise instructional materials. Effectively communicate information with stakeholders and all interested parties. Facilitate professional learning sessions for implementing and maintaining effective online instruction. Provide information regarding online system requirements, curriculum standards, and instructional methods to supervisors and principals. Serve as Contract Officer’s Representative (COR) for various Technology and Innovation Division contracts. Serve on various Technical Evaluation Teams (TET) for educational products and services. Maintain effective work relationships with headquarters, regions, districts, and school level personnel. Provide training and support to staff on program innovations and modifications. Apply knowledge of laws, regulations, and copyright standards to software development process. (40+ hours per week)

**June 28, 2015-Aug 31, 2020 - Federal Aviation Administration – Washington, D.C. -Instructional Systems Specialist FV-1750-J:** Serve as Program Manager for major technical training projects, responsible for leading, planning and directing all major phases of the instructional systems design process, including needs analysis, course/program design and development, selection of instructional media and methods, and formative/summative evaluations. Use of ADDIE & SAM models to design and revise instructional materials. Research and apply new, improved, or experimental methods and techniques for instruction. Apply knowledge of human performance improvement principles to identify performance gaps and root causes. Monitor and coordinate information sharing regarding evolving training issues that result from regulatory and agency policy changes. Propose, author and advocate for changes in training policies and procedures. Maintain close working relationships with FAA offices, regional division subject matter experts and the FAA Academy course managers to ensure training needs and requirements are addressed with the most effective instructional methods and applicable education technologies. Ensure training products developed are aligned with and promote organizational goals. Perform project management responsibilities including developing requirements, gathering and developing project plans, communicating with stakeholders, managing resources, monitoring progress, and leading and advising contract support personnel in their tasking for the completion of web based, Instructor Led and Hybrid course development projects. Serve as Government Contract Technical Interpreter (GTCI) for various procurement efforts. (40+ hours per week)

**Sept 1, 2018-Sept 30, 2018 – Federal Aviation Administration – Washington, D.C. Instructional Systems Specialist FV-1750-K:** Serve as Interim Branch Manager of Aircraft Certification Training Branch. Responsible for Leading and directing a team of 6 Training Program Managers and approximately 7 nationwide Enrollment Specialists for the Aircraft Certification Division of the FAA. (40+ hours per week)

**Dec 01, 2013 - June 27, 2015 – Federal Aviation Administration – Washington, D.C. - Instructional Systems Specialist FV-1750-I:** Perform all phases of ADDIE – Analysis, Design Development Implementation and Evaluation for aviation safety inspector courses. Coordinate and facilitate meetings with subject matter experts during Analysis and Design and Evaluation phases. Conducted Learner Analyses, Needs Analyses, Skills Surveys to facilitate the creation of new courses or to revise existing instructor led and Web based training courses using a variety of courseware development tools and technologies, Adobe Captivate, Adobe Connect, Articulate, HTML 5, and Blackboard or other hosting venue. Re-design existing legacy courses. Make revisions or updates to Instructor led training, web-based and blended courses. Ensure 508 Compliancy of Web based training products. Test and perform Quality Assurance checks, upload new courses and course changes to LCMS and LMS for staging and production environments. (40+ hours per week)

**April 01, 2013-Nov 30, 2013 – National Geospatial Intelligence Agency (NGA) College- Springfield, VA – Instructional Technologist – Booz Allen Hamilton:** Design instruction for faculty development course on Blackboard Basics. Serve as Blackboard and Agile LMS local administrative contact. Create new Computer and Web based training courses using Adobe Captivate and Articulate. Re-design existing legacy courses. Upload new courses and course changes to Blackboard and Agile LMS and/or College web servers, (40+ hours per week)

**Feb 01-Mar 29, 2013 - Fleet Electronic Warfare (FEWC) Norfolk, VA - Instructional Designer/Technologist– Booz Allen Hamilton:** Created System Maintenance Computer Based Training (CBTs) using FLASH, multi-media, and video, (40+ hours per week)

**Mar01 2012-Feb 01, 2013 - Naval Special Warfare Dev Group (NSWDG) Virginia Beach, VA– Instructional Designer/Analyst/Developer– Booz Allen Hamilton:** Performed analysis of technical requirements for implementing a knowledge management effort and unique database cataloging for web-based retrieval of instructional media and materials for mission use. This special project entailed the design, development, and server configuration of a unique database application for a custom e-Learning architecture and supporting technologies in the delivery of web-based, just in time references and video learning experiences. Worked closely with subject matter experts while leveraging sound instructional design methods to design and develop effective and engaging learning and performance improvement solutions for members of an elite special forces team. (40+ hours per week)

**Dec 15, 2007-Mar 01, 2012 - North Atlantic Treaty Org (NATO) – SharePoint Architect– Booz Allen Hamilton Associate:** Served as Lead Architect, onsite manager, and subject matter expert for the development of a high-profile NATO SharePoint portal capability for NATO Experimentation. Developed and delivered SharePoint training for end users. Participated in product reviews of COTS products for integration into portal environment. Designed, developed, and maintained command portal websites making use of HTML, CSS, JavaScript, and ASP.net

controls, SQL, Photoshop, InfoPath and SharePoint Designer. Participated in project planning for server rollouts and major segments of work. Supervised junior technologists scheduled and coordinated team activities to accomplish short term and long-term design plans. Research and advise Program Leadership on Portal capabilities and third-party technologies to meet experimental concept requirements and organizational knowledge management goals. Managed multiple, complex projects with competing deadlines at the international level. (40+ hours per week)

**Jan 01, 2010- Mar 01, 2010 – North Atlantic Treaty Org (NATO) - Software Requirements Analyst– Booz Allen Hamilton:** Served as onsite coordinator of requirements gathering effort for an enterprise-wide LMS and business intelligence reporting capability for the management of all NATO training. The aim of this project was to forward the NATO Operational Education & Individual Training (E&IT) effort to align NATO Operational Education & Individual Training strategy effectively, efficiently, and affordably with NATO assigned missions. Researched NATO education and training policies and processes for various world-wide contributing systems. Coordinated meetings and prepared status briefings for major segments of work. Briefed NATO General on project challenges, milestones, and accomplishments. Authored Software Requirements Specification (SRS) for inclusion into a larger volume of work as a final delivery to the client. Managed multiple, complex projects with competing deadlines at the international level. (40+ hours per week)

**May 01, 2004 -Dec 15, 2007 – Joint Forces Transformation Command- Intelligence (JTC-I) Web Developer– Booz Allen Hamilton:** Coordinate and facilitate meetings with SMEs and customers to define project requirements, design, develop, integrate, and test software products. Design, develop and maintain command websites. Provide technical support, site modifications, and routine troubleshooting of sites, servers, and browser issues. Managed multiple, complex projects with competing deadlines at the national level. (40+ hours per week)

**Oct 15, 2003-May 01, 2004 –Joint Reserve Intelligence Connectivity Program (JRICP) System Administration & Technical Support– Booz Allen Hamilton:** Provided tier two administrative support of UNIX & W2K servers, network connectivity, workstations and peripherals in Windows and Unix client server environments. Researched DNS and Server configuration issues as needed. Assisted with entire rollouts and configuration for the standup of server client environments. (40+ hours per week)

**July 5, 1998 – Oct 15, 2003 – Licensed Middle School and High School Teacher in the Technology Education Curriculum: Applied Physics, Technical Drawing and Materials Science Instructor-Chesapeake Public Schools:** Designed, planned, and developed course content, lessons, and sequencing of instructional activities. Delivered and facilitated lab instruction for Applied Physics, Technical Drawing, Architecture, Industrial Processes, Electronics I and II courses. Provided instructional demonstrations and guidance. Facilitated students' exploration of technical careers in various programs of study in accordance with Technology Education Program objectives, to include Engineering, Architecture, Electronics, Industrial Processes and Manufacturing career studies. Completed periodic reviews of curriculum materials, lessons, instructional materials, and equipment as needed. Delivered instruction, led class discussion, and facilitated group assignments. Created student performance evaluation instruments and methods to successfully assess student attainment of instructional objectives. Administered and maintained peer to peer dedicated classroom computer networks for AutoCAD and Physics simulation use in dedicated class labs. Provided for the purchase, planning and maintenance and the continued

safe operation of Technology Education labs, equipment, and associated activities. Provided online class reference materials and lessons for web-based access by students to augment classroom learning experiences. Also served as Lead Varsity Soccer coach. (40+ hours per week)

**Mar 27, 1987 – Oct 30, 2006 –E6 military pay- Information Technology Specialist, United States Navy, and Watch Supervisor Naples Italy:** Stood up and maintained world-wide voice/analog/digital microwave and satellite communications systems. Configured uplink and downlink tracking equipment on high-speed modems for shipboard and fixed automated systems: Naval Communications Processing & Routing System, Local Digital Message Exchange, Remote Information Exchange Terminal. Performed troubleshooting, patching and maintenance on communications circuits and terminal equipment. Participated in various world-wide communications exercises. Prepared and facilitated training sessions on the operation of communications gear. Was trained and received Additional Naval Enlisted Coding (NEC) as a Master at Arms (9545). Mobilized to active duty in support of Desert Storm and Noble Eagle. USNR retired in 2006. (40+ hours per week)

