

# DANA DUNHAM

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## Summary

Skilled instructional designer with a talent for translating complex content into clear and engaging learning experiences. Experienced in collaborating with Subject Matter Experts (SMEs) to create accurate, relevant and effective training programs that align with business objectives. Consistently successful in crafting precise, targeted messages that empower diverse audiences to achieve their learning goals. Always-curious fast learner with strong research and problem-solving skills.

## Key Skills

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Instructional Design • Adult Learning Principles • Needs Analysis • Interactive Technologies • Articulate 360 Curriculum Design • Content Creation • ADDIE • Assessment • Research • Storyboarding • Scriptwriting Learning Technologies • Human-Centered Design • Storytelling • Creativity • Time Management

## Work Experience

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### Lead Instructional Designer

*Miller Creative, Inc., Chicago, IL*

*April 2021 – June 2024*

Vetted, selected, onboarded and managed a team of full-time and contract instructional designers. Assigned and monitored client projects. Reviewed and edited team members' deliverables for quality assurance while designing top notch human-centered learning experiences that aligned with business needs.

- Independently designed the curriculum and deliverables for a multipart company-wide Safety Management System training for a major aviation client, including online learning modules, instructor-led trainings, videos, and animations
- Promoted a culture of collaboration and teamwork by building a stronger cross-functional company communication network to better connect instructional designers with graphic design, video, project management and XR teams
- Created new tool for collaborating with project managers to streamline project work

### Instructional Designer

*Miller Creative, Inc., Chicago, IL*

*April 2018 – April 2021*

Created effective learning experiences tailored to diverse audiences. Collaborated with SMEs to translate their expertise into clear, accurate, and innovative training programs relevant to target learners. Integrated leading-edge technology to enhance learner engagement.

- Solo client-facing instructional designer of a comprehensive safety incident investigation training for major aviation client that included instructor-led training, video, animation, and interactive simulations
- Scripted 12 corporate training videos and animations
- Designed and collaborated on virtual reality learning experiences that provided learners with realistic scenario-based learning experiences for both soft and hard skills
- Independently researched and designed a highly regarded human trafficking identification eLearning for frontline employees

### Professional Lecturer

*DePaul University, Chicago, IL*

*September 2008 – June 2017*

Designed and taught a variety of writing courses for the Writing, Rhetoric, and Discourse department, including Style for Writers, Argumentative Writing and Professional Writing for Business.

- Received a QM Star Award for receiving a perfect score on DePaul's Quality Matters course review
- Awarded a departmental grant to convert a course to an online format

## Publications

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### Books

*Gateways: Entering the Argument* (Co-author)

2011

ISBN-13: 978-0757596216

- Selected to collaborate with a small group of instructors to write a textbook on academic argument
- Authored sections on conducting successful research, integrating research into writing, choosing appropriate writing style, and revising

### Articles

*Scientific American*

January 2021 – Present

Contribute periodic book reviews on books with scientific themes and topics. Examples:

- [“Seductive Toxins”](#)
- [“Reveling in Nature’s Eccentricities”](#)
- [“Review: The Science of Listening Goes Far Beyond the Ears”](#)

*Chicago Review of Books*

March 2020 – Present

Contribute periodic articles on fiction and nonfiction books. Examples:

- [“The Weight of History in \*Ivan and Phoebe\*”](#)
- [“Radical Justice in \*Covered with Night\*”](#)
- [“Amid Transition and Turmoil, A New Chapter for the Dial”](#)
- [“Imagining the End of Climate Change”](#)

*Booklife*

January 2021 – Present

Write biweekly book reviews for *Publisher’s Weekly* website dedicated to books by indie authors.

## Education

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### Master of Arts in Humanities

*University of Chicago*

June 2004

### Bachelor’s Degree in Comparative Literature

*University of Illinois at Urbana-Champaign*

May 2001