



Catherine Steeves

Professional Summary

Passionate educator focused on creating positive, inspirational, and effective learning environments. Highly skilled at combining technology and pedagogy in an innovative way to develop superior educational experiences.

Work History

Fanshawe College - Instructional Support Technologist

London, ON

04/2016 - Current

Designed, developed, and delivered faculty training sessions on a variety of topics, including using best practices for online and blended learning and using educational technology with pedagogical purpose, among others.

Authored and produced clear, concise, and fully accessible step-by-step instructional PDFs and videos on faculty training topics including completing course outlines, grading, and using educational technologies.

Created faculty orientation hub that includes information about the school, teaching, and guides on using technology tools. Facilitated faculty orientation program sessions.

Evaluated each faculty member's skill level and learning preferences to provide individualized support during consultations.

Provided quality leadership and expertise for online, hybrid, and blended learning course design by creating documentation and resources for faculty, along with private consultations to discuss individual needs.

Worked collegially and collaboratively with support staff and faculty to create positive learning environment for students and increase student success.

Organized and directed the instructional design process for new programs being developed. Responsibilities included: liaising with subject matter experts, tracking timelines, managing work-study students, and providing

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Skills

- Experience with instructional design
- Creation of enhanced learning environments
- Operational excellence
- Critical thinking
- Exceptional interpersonal skills
- Creative problem solver

Education

2016

University of British Columbia

Master of Educational Technology:
Education

2014

Cambrian College

Adult Education Certificate: Adult
Education

2009

University of New Brunswick

Bachelor of Arts: History, Honours
Program

2009

University of New Brunswick

Bachelor of Education: Education

reports to administration. Engaged in reflective practice each time to improve process.

Managed several projects with competing timelines and resources, in addition to day-to-day tasks, completing all projects in on time with exceptional quality of product.

Key contact for faculty inquires based on superior interpersonal skills, experience, and knowledge of College Policies, teaching, and the integration of educational technology.

Demonstrated innovation and creative problem solving by continually improving internal processes and advocating for change across the College.

Participated in College community by volunteering for events such as "E-learning Day" and joining committees such as the Indigenous Community Working Group.

Supervised and directed work-study students in completing departmental tasks.

Furthered the reputation of the department and College and personal professional development by attending and presenting at several conferences, most recently at the World Conference for Online Learning in October 2018.

Fanshawe College – Non-Full Time Faculty

London, ON

01/2018 - Current

Put theory into practice by teaching courses in two departments.

Designed, developed, and taught general education courses.

Participated in technology pilots to enhance student learning experiences.

Co-founded Community Engagement Group to connect with students and engage in community initiatives.

University of British Columbia - Continuing Studies Student

01/2014 - 02/2016

Professional and personal development focused on enhancing career opportunities.

Obtained a Masters in Educational Technology from the University of British Columbia in 2016.

Topics included: educational research and theory, the application of educational technologies, the best practices and challenges of incorporating technology into education.

Professional Development

Presenter at:

- 2018 World Conference on Online Learning
- 2018 Advancing Learning Conference
- World Conference on Online Learning, 2017

Delegate at:

- World Conference on Online Learning (2019)
- Instructional Designer Interest Group Conference (2018)
- eCampus Technology Enabled Seminar & Showcase (2017)

Completed Quality Matters Applying the Rubric

Participant in Emerging Leaders Program

Studied at Cambrian College to achieve an Adult Education Certificate in 2014.

Topics included: the adult learner, best practices in adult educations, and exceptional learners.

Rainbow District School Board - Occasional Teacher & Home Instructor

Sudbury, ON

03/2012 - 06/2014

Provided daily coverage for teachers in numerous subjects.

Engaged students by providing encouragement and instruction as necessary.

Provided long term coverage in a number of subjects including Chemistry, Math, English, Media Studies, and Special Education.

As a Home Instructor provided instruction in an alternate setting to students unable to attend regular classes. Created individualized lessons while following specified curriculum and adapted each lesson to student's academic, mental, and physical abilities.

St Johns Senior School - Classroom Teacher

London, England

10/2009 - 07/2011

Developed lesson plans, learning materials and assessment instruments, including evaluation of practical skills for a variety of chemistry and history courses.

Designed curriculum for Year 7 history course, including learning objectives, course plan, and all learning materials.

Evaluated student performance and prepared evaluation reports.

Participated in school culture through extra-curricular activities.

Collaborated with parents, administrators and counselors to develop improvement plans for struggling students.