

Pilar Gonzalez Munoz

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*Highly organized and detail-oriented **Bilingual Instructional Designer** with more than 2 years of experience leading and coaching teams. Instructional Specialist for more than 10 years. Seeking a role to leverage my skills in instructional design, project management, planning, organization, and education. Passionate about delivering successful projects on time and making learning accessible and engaging for the participant.*

LinkedIn Profile: <https://www.linkedin.com/in/pilargonzalezmunoz/>

Professional Portfolio: <https://pilargmunoz.com/>

SKILLS

- Bilingual communication skills in English and Spanish (native).
- Instructional Design: Adobe, Articulate, Camtasia, Canvas, Google Slides, Trello, Kanbanize.
- Project Manager Certificate: Project Proposal, Project Charter, Gantt chart, Agile and Scrum.
- Social Media (LinkedIn, Twitter, Facebook, Instagram, YouTube, WordPress).
- Ed-tech savvy: web design (Google Sites and WordPress), Canva, and Google Maps.
- Learning Theories and Models.

WORK EXPERIENCE

Denver Public Schools

Learning and Development Specialist / Denver, CO / May 2024 - Present

Provide wrap-around services related to extended onboarding, professional development, cultural transition assistance, and social and emotional support for all international educators.

- Recruit and retention actions (PD Development and analyzing data).
- Design and deliver professional learning for adults.
- Design and update the website, interactive map, and social media of the Department.
- Work across departments to envision, develop, and implement activities to fulfill priorities.

Netex

Instructional Designer / Remote / January 2024 - Present

- Design and script online learning experiences for Amazon Managers following Learning Theories.
- Collaboration with Amazon Content Owners, Netex Project Managers, and Graphic Designers, incorporating feedback and modifications at different levels during the life cycle of the project.
- Use of Kanbanize (Business Map), Basecamp, and Teams for collaboration and prioritizing tasks.
- Meet deadlines to develop and implement learning modules.

Denver Public Schools

Bilingual Senior Team Lead / Denver, CO / June 2022 - April 2024

Provide leadership and strategic direction for John H. Amesse Elementary School in the areas of data management, hiring interviews, licensing compliance, and academic results. As a member of the leadership team, oversee academic initiatives on behalf of the school, including evaluation, observation, curriculum, instruction, coaching, research, student teaching, and professional development.

- Project Manager of the Early Childhood program.
- Design and Facilitate Professional Development courses for adults.
- Coach resulted in 75 percent of teachers meeting development goals in 2022-2023.
- *Distinguished Leader* based on the results in students' growth, coaching, and leadership skills.
- Lead assessment practices, data analysis, and action planning.
- Collaborate with complementary Team Specialists and Managers to ensure that expectations, processes, and objectives are aligned with the stakeholder's strategic plan.

Denver Public Schools

Bilingual Instructional Facilitator / Denver, CO / July 2015 - May 2022

Provide direct instruction to bilingual learners at the strategic level of intervention to supplement core instruction. Applying the Science of Reading methodology to accelerate academic growth.

- Screening, diagnostic, and progress monitoring assessments. Formal and summative assessments and gap analysis.
- Online instruction during COVID-19 and experience knowledge with Google Meet, Zoom, Google Docs and Spreadsheets, Google Slides, and Canva.
- Collaborate and consult with other subject matter experts in a problem-solving approach to implement the most effective instructional plan for users.

Spanish Red Cross

Educator Specialist in Equity and Inclusion / Madrid, Spain / August 2011- October 2014

Educational and Social work with families below the poverty level in an urban district in Madrid.

- Provide social and academic intervention for learners with special needs and behavioral problems and their families.
- Monthly reports with statistics about academic growth and social needs.
- Supervise the work of a cohort of adult volunteers.

EDUCATION

University System of Maryland

MicroMaster in Instructional Design

Google

Project Management Certificate

Universidad Autónoma de Madrid – Madrid, Spain

Master's Degree in Education

Bachelor's and Master's Degree in Psychology

Universidad Nacional de Educación a Distancia (UNED) – Madrid, Spain

Postgraduate course in Spanish as a Second Language