

CHRIS FRISBIE

1825 125th Ave SE, Bellevue, WA 98005 | cmfrisbie@gmail.com | 425.765.8102

Qualifications Summary

I am an experienced professional in education and technology, with a strong background in LMS administration, project management, instructional design, virtual education/training, team building, and customer service. As a seasoned leader in instructional design and development, I focus on creating impactful learning experiences. My expertise encompasses managing teams and projects to deliver high-quality educational content, utilizing both digital and physical formats. I am committed to fostering growth and highlighting strengths within team members, and I am passionate about innovative instructional media.

Experience

Co-Owner, LearncraftED LLP

April 2023 to Present | 1-2 Hours/Week

- My business partner and I created LearncraftED LLP to continue the work I was doing for Ultimate Frisbie LLC.
- Revamped employee training modules for a Fortune 500 company, enhancing accessibility with modernized AI voice technology.
- Currently, we are creating modular, semi-customizable Cyber Security trainings in partnership with a Cyber Security consulting firm based in Indiana, targeting small and mid-sized businesses.

Director of Course Development, OpenEd (Formerly My Tech High)

February 2013 to September 2024 | 40 Hours/Week | 2-20 Employees Supervised

- Throughout my tenure, I simultaneously held roles as Teacher, Instructional Designer, and Supervisor, while the company expanded from serving approximately 1,000 students in UT to nearly 16,000 students across UT, CO, and OR
- Supervised a team of 2-3 Learning Experience Designers to develop impactful learning experiences through a human-centered, goal-oriented approach.
- Led a team of 2-15 student support specialists and mentors, delivering exceptional customer service to all stakeholders.
- Oversaw team budget and strategically allocated resources to efficiently develop new courses each development cycle.
- Handled recruitment and management of contractors and curriculum development staff.
- Researched and assessed new curricula, technologies, platforms, and applications to enhance course development and maximize student engagement.

CHRIS FRISBIE

1825 125th Ave SE, Bellevue, WA 98005 | cmfrisbie@gmail.com | 425.765.8102

- Analyzed stakeholder data to identify curricular gaps and engagement deficiencies, creating action plans to address these needs.
- Led weekly meetings with the course development team to strategize course development and program implementation.
- Identified and advocated for professional development opportunities for the development team.
- Offered technical support and training to staff and new teachers mentoring the courses developed by the team.
- Participated in weekly meetings with diverse teams to ensure company missions and goals were achieved.
- Oversaw the complete course development process for project-based Art, Technology, and Entrepreneurship courses designed for primary and secondary students. Delivered over 35 distinct yearlong courses since 2013.
- Developed two yearlong board game design courses, funded by a \$160,000 grant from the Utah Advanced Materials and Manufacturing Initiative (UAMMI), to foster students' creativity, prototyping skills, and strategic thinking. Additionally, I managed the grant's allocations to ensure effective utilization for innovative projects and resource procurement.
- Managed partnerships and vendors, including technology and curriculum providers.
- Administered Learning Management Systems (LMS), including NEO and Canvas.
- Led the transition of courses to the cloud using AWS S3.
- Provided instructional and technical support for students aged 5-18 in a virtual environment.
- Managed Microsoft Admin portal to administer support licenses, including Office 365 and Minecraft Education Edition.
- Organized team SharePoint, Notion, and other tools for document management and project collaboration.

Owner, Ultimate Frisbie LLC

May 2021 to April 2023 | 1-2 Hours/Week

- Developed 2 employee trainings for a Fortune 500 company about corporate compliance for the Governmental Customs-Trade Partnership Against Terrorism (CTPAT) program.
- Developed content under strict confidentiality agreements, ensuring the security of all stakeholder and partner data, branding, and intellectual property.
- Created an introductory training module related to general cyber security best practices.

CHRIS FRISBIE

1825 125th Ave SE, Bellevue, WA 98005 | cmfrisbie@gmail.com | 425.765.8102

Volunteer Work

March 2022 – Present | Bellevue Girls Basketball Booster Club, Bellevue High School

- Webmaster
- Current President

March 2022 – Present | Bellevue Girls Fastpitch Softball Booster Club, Bellevue High School

- Webmaster
- Current President

Education

August 2008 – May 2010 | University of Colorado, Denver

- Graduate Certificate, Information Learning Technologies: eLearning Design and Implementation

August 1999 – May 2002 | State University of New York College at Cortland

- Master's degree, Health Education

August 1995 – May 1999 | State University of New York College at Cortland

- Bachelor's Degree, History, Secondary Education, African American Studies

Skills

- Proficient in content authoring tools: Articulate 360, Articulate Storyline, Camtasia, Adobe Captivate, Adobe Creative Cloud, Microsoft Office 365
- Skilled in utilizing AI tools to boost development and efficiency, including ChatGPT, Copilot, HeyGen, Speechify, WellSaid Labs, and Jasper
- Experience with prototyping, management, and collaboration tools, including Figma, Notion, and Slack
- Full Cycle Course/Training Development
- Partner/Vendor Management
- Data Analysis
- Staff Management/Team Building
- LMS Administration