Dear Academic Leadership Team,

When I first entered the world of higher education as an instructional designer, I was asked to support the School of Nursing during a high-stakes transition to online instruction. Faculty were navigating unfamiliar technologies and uncertain expectations. I stepped in to help assess course quality, identify learning gaps, and rebuild instructional materials in ways that empowered both instructors and students. That moment didn't just shape my skill set. It revealed my mission: to lead faculty and institutions in creating powerful, equitable, and scalable learning environments.

Now, with ten years of experience in instructional design, curriculum development, and faculty coaching, I bring a strategic leadership perspective that bridges theory with action. I specialize in building learning systems that align with institutional goals, support instructional excellence, and respond to real-world needs. My work has impacted thousands of learners, equipped more than 150 faculty, and guided several organizations through transformational growth.

Educational Leadership Highlights

Faculty Coaching and Academic Team Support
I have delivered more than 80 one-on-one coaching sessions and facilitated over 30 group trainings for faculty across Business, Humanities, and Nursing programs. My sessions focus on designing outcomes-based courses, building accessible content, and improving instructional engagement. Faculty who participated in these coaching efforts reported a 20 percent improvement in student course evaluations and demonstrated increased confidence in online teaching.

Cross-Functional Collaboration and Stakeholder Engagement
I work closely with deans, department leads, and technology teams to align instructional design with institutional strategy. In one large-scale initiative, I coordinated the migration of more than 1,000 courses into a new LMS within four months while maintaining instructional quality and accessibility. These efforts also involved developing standard operating procedures, training guides, and scalable workflows for faculty support.

Instructional Systems Development and Branding
I have supported the launch of training departments for three separate organizations. This work included assessing organizational learning gaps, defining operational workflows, selecting appropriate technologies, and building foundational content libraries. I also led efforts to brand the training programs for internal marketing and stakeholder buy-in, ensuring leadership alignment and consistent messaging. One implementation reduced onboarding time by 40 percent and increased first-quarter training completion rates to 95 percent.

Innovative Instructional Design for Lab-Based Programs
To address limited access to physical lab hours, I developed self-authored, gamified simulations using Articulate Storyline. These interactive learning experiences allowed students to practice clinical decision-making and technical skills in a virtual environment that was safe, engaging, and accessible at any time. Student engagement increased significantly, with usage doubling compared to in-person lab attendance. Test scores rose by 17 percent, as learners gained more confidence through repeated, self-paced practice and the ability to make mistakes without fear of penalty.

Strategic Program Design and Implementation
I developed comprehensive professional development tracks that included self-paced modules, live workshops, and digital credentials tied to institutional teaching standards. In one program, more than 60 faculty completed the track over two academic terms. Eighty-eight percent reported meaningful

improvements to their course structure and learner engagement, and the institution saw measurable increases in course completion rates and faculty instructional satisfaction.

Selected Career Highlights

- Led instructional alignment for more than 100 courses using ADDIE, SAM, UDL, and Bloom's Taxonomy
- Maintained accessibility compliance above 95 percent across all instructional content using WCAG and Section 508 standards
- Coached over 150 faculty across disciplines in improving online teaching practices and designing measurable course outcomes
- Contributed to a 25 percent increase in institutional training satisfaction through the launch of centralized learning systems and support resources
- Reduced course development timelines by 30 percent through the creation of standardized templates, rubrics, and faculty training guides

Professional Skills Snapshot

Skill Area	Expertise Level	Industry Benchmark	My Value
Instructional Design	Advanced	7 years average	10 years
Accessibility and ADA Compliance	Expert	75 percent compliance	Over 95 percent compliance maintained consistently
LMS Administration and Migration	Advanced	5 platforms on average	Experience with more than 10 platforms
Project Management	High	Agile familiarity common	Over 85 cross-functional projects led

What Sets Me Apart

I design for outcomes, lead through influence, and build systems that transform learning. My approach blends instructional theory with practical innovation, always centering the learner and empowering the faculty who teach them. I create solutions that adapt to institutional needs and scale with growth. Whether redesigning a course, building a department-wide framework, or launching a new learning initiative, I bring energy, precision, and measurable results.

I have attached my professional documents for your review and included a link to my portfolio here: Portfolio | mjraedevelopment.

I would be honored to contribute my leadership and expertise to your academic mission and support your continued investment in instructional excellence.

Thank you for your time and thoughtful consideration.

Warm regards

Mia Fite
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