

# Jess Oest

INSTRUCTIONAL DESIGNER

I design, develop, and deliver engaging experiences for learners and prioritize studying new instructional design trends and technology.

I have worked in higher education for over ten years and have professional experience writing, teaching, and fostering relationships with people worldwide.

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## HIGHLIGHTED WORK EXPERIENCE

### INSTRUCTIONAL DESIGNER

#### NJEdge

2020-present

- Provides instructional design support to the company's clients.
- Conducts course rollovers and developments in Canvas.
- Provides one-on-one support to faculty.

### COACH

#### NeverTechLate

2019-present

- Introduces older adults to technology, including tablets and video conferencing software, in order to help reduce feelings of social isolation.
- Assists with the revising of the program curriculum.

### INSTRUCTIONAL DESIGNER

#### Indiana University of Pennsylvania

December 2020

- Assisted with the design, content creation, and implementation of the Creating Community Online for At-Risk Students professional development program for faculty.

### INSTRUCTIONAL DESIGNER

#### Indiana University of Pennsylvania

August 2020

- Assisted with the design, content creation, and implementation of the IUP Business is Ready Academy.
- Provided pedagogical and technical support to faculty preparing to transition face-to-face courses to online/hybrid courses.

### INSTRUCTIONAL DESIGNER

#### Indiana University of Pennsylvania

Summer 2020

- Assisted with the design, content creation, and implementation of the IUP Summer Academy.
- Provided pedagogical and technical support to faculty preparing to transition face-to-face courses to online/hybrid courses.

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## EDUCATION

### Doctor of Education,

#### Curriculum and Instruction

Indiana University of Pennsylvania

Expected 2025

### Master of Arts, Education, Training, and Instructional Technology

Indiana University of Pennsylvania

2020

### Bachelor of Arts,

#### Communication and Rhetoric

University of Pittsburgh

2000

## PROFESSIONAL ASSOCIATIONS

### American Association for Adult and Continuing Education

### Association for Educational Communications & Technology

### Phi Kappa Phi Honor Society

## HIGHLIGHTED WORK EXPERIENCE, CONTINUED

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### GRADUATE ASSISTANT

#### Indiana University of Pennsylvania

2018-2020

- Provided support to department faculty, including drafting articles for the American Association for Adult and Continuing Education's Commission for Community, Minority, and Non-Formal Education

### OFFICE ASSISTANT, CAREER SERVICES AND WORKFORCE EDUCATION

#### Penn Highlands Community College

2017-2018

- Completed special projects for the Dean of Career Services and Workforce Education, including monthly reports.

### TESTING PROCTOR

#### Ivy Tech Community College

2011-2014

- Proctored online exams, midterms, finals, and the Collegiate Assessment of Academic Proficiency (CAAP) Test.
- Conducted placement testing for incoming students, including the COMPASS Test, the Accuplacer, and foreign language placement testing.

### ADMISSIONS OFFICER, ENGLISH LANGUAGE INSTITUTE

#### University of Pittsburgh

2010-2011

- Organized applications for international students applying to the English Language Institute.
- Created acceptance letters and initial visa documentation for incoming students.

### ADMINISTRATIVE SUPPORT TO THE DEAN OF ARTS AND SCIENCES

#### University of Pittsburgh

2008-2010

- Assisted the Dean with drafting and formatting reports, correspondence, promotion letters, and special projects.
- Coordinated faculty and staff elections to various Arts and Sciences committees.

## PRESENTATIONS

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### Oest, J. (2019). Making opportunities: lessons from makerspaces as sites of adult education [Poster Presentation].

American Association for Adult and Continuing Education Annual Conference, St. Louis, Missouri.

### McGinty, J. & Oest, J. (2020). It's never tech late to learn: promoting digital literacy and social connection among older adults. [Conference Session].

American Association for Adult and Continuing Education Annual Conference, Virtual.

### McGinty, J., Mauchant, F., Oest, J., & Nyanzi, R. (2020). Designing a curriculum to promote digital literacy, lifelong learning, and social connection among older adults. [Conference Session].

Association for Educational Communications & Technology Annual Conference, Virtual.

## COMMUNITY INVOLVEMENT

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### American Association for Adult and Continuing Education

Annual Conference Proposal Reviewer 2019

### Girl Scouts of Western Pennsylvania

Troop Leader 2018-2020

### Junior Achievement

Classroom Volunteer 2019