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PROFILE

Program Manager/Research Coordinator with strong education, research, management, and marketing skills. Enjoys working with diverse groups of learners, administrators, faculty, and community stakeholders. Currently pursuing a master's degree in Educational Technology. Seeks to improve individual and public health by contributing my diverse skills to healthcare research, education, and training.

PROFESSIONAL EXPERIENCE

<u>UVA CENTER FOR ASPIRE- Program Manager/Administrator: 2016-2019</u>

► Academic Program Manager for center promoting interprofessional education, research, teamwork and collaborative clinical practice for healthcare professionals.

UVA SCHOOL OF NURSING- Research Manager: 2013-2016

► Managed multi-site NIH-funded study investigating the use of mobile health technology to promote public health and safety.

UVA CARDIOVASCULAR RESEARCH CENTER- Research Coordinator: 2012-2013

► Coordinated multiple industry-sponsored clinical trials at Cardiac Catheterization Lab.

UVA MIDLIFE HEALTH CENTER- Research Coordinator: 2010-2012

► Coordinated multiple industry-sponsored clinical trials in busy outpatient women's health clinic.

VIRGINIA DEPARTMENT OF HEALTH- State Coordinator: 2008-2010

► Coordinated statewide multidisciplinary public health and safety project. Recruited, trained, and provided support to Virginia teams. Wrote/published comprehensive State Resource Manual.

HEALTH EDUCATION & FAMILY SERVICES- Perinatal Educator/Doula: 2006-2008

► Taught private perinatal classes and provided doula/support services to Virginia families.

UVA HEALTH SYSTEM- Registered Nurse: 2005-2006

▶ Provided perioperative nursing care. Cross-trained in all surgical areas.

UVA HEALTH SYSTEM- Patient Educator: 2001-2005

► Taught perinatal classes to a diverse patient population.

MEG FOSTER DESIGN- Writer/Designer: 1987-1998

► Created and produced cost-effective marketing/advertising services for a wide range of clients.

PUBLICATIONS

Harmon, R., DeGennaro, G, Norling, M., Kennedy, C., Fontaine, D. (2018). Implementing healthy work environment standards in an academic workplace: An update. *Journal of Professional Nursing* 34(1): 20-24.

Norling, M. (2009). Family and intimate partner violence fatality review: Team protocol and resource manual (3rd edition). Richmond, VA: Virginia Department of Health.

EDUCATION

James Madison University, Graduate School

Educational Technology Program (enrolled 2017, pursuing M.Ed.)

University of Virginia (UVA) School of Nursing

Bachelor of Science, Nursing (With Distinction): 2005

University of California, Los Angeles (UCLA)

Bachelor of Arts, History/Art History (Summa Cum Laude): 1992

HONORS/ AWARDS

UVA Employee Recognition Award (Outstanding Performance): 2014, 2016

Sigma Theta Tau (Nursing Honor Society), Beta Kappa Chapter: 2004

Phi Beta Kappa: 1992

LICENSURE

Registered Nurse, State of Virginia: 2005

PROFESSIONAL SKILLS

Training/Conference Planning- Develop electronic and printed training materials; plan and coordinate curriculum, guest speakers, logistics, meeting space, catering, A/V, and training equipment; coordinate continuing education submissions.

Research Management- Assure regulatory compliance and timely reporting, track protocols and budgets, optimize subject recruitment/retention, develop training and marketing materials, coordinate team (medical, nursing, lab) procedures.

Copywriting/Art Direction: Write/design wide variety of projects including newsletters, training manuals, websites, conference materials/signage, and promotional advertising.

Website Design- Design/maintain websites created on institutional or third-party platforms.

Video Production- Write, edit, and produce short "in-house" informational videos using digital recording and editing.

Administration/Management- Coordinate activities of a wide range of organizations (corporate, academic, healthcare) including project management and documentation; team development, training, and communication; financial and regulatory reporting.

Community Outreach- Research and meet with relevant stakeholders, plan and coordinate public presentations and meetings, develop informational and promotional materials.