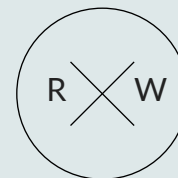


RYAN WILEY

INSTRUCTIONAL DESIGNER



portfolio / WILEYRYAN.COM



Research / RYAN WILEY



RYANLEEWILEY@GMAIL.COM



Nationality: American
Current Location: Bangkok
Relocate: Yes

| PROFESSIONAL SUMMARY |

Management Experience:

- 5 years department director in international universities
 - currently responsible for 30 employees and 1000 + students representing over 100 different countries
 - manage budgets, curriculum, scheduling, teachers, staff development

Content and Curriculum Design

- 6 years online & offline content and curriculum development experience
- academic, corporate & government training content

Teaching Experience

- 10 + years teaching in higher education and adult learning

Corporate Sales Experience

- 5 years successful territory-based outside sales experience, business services

| EDUCATION |

MASTER OF SCIENCE
INSTRUCTIONAL DESIGN &
TECHNOLOGY

*Walden University / GPA 4.0
Awarded 2019*

BACHELOR OF ARTS
SPEECH COMMUNICATION

*California State University, Los Angeles
GPA 3.67 / Awarded 2000*

| EXPERTISE |

INSTRUCTIONAL DESIGN (ADDIE)
ADULT LEARNING THEORY
TEACHING IN HIGHER EDUCATION
STAFF & USER TRAINING
CHANGE MANAGEMENT
MANAGING DIVERSE TEAMS
PROJECT MANAGEMENT
EMPLOYEE DEVELOPMENT

| PUBLICATIONS |

THE READING PLAYER ©
CEDU Publishing | Seoul, South Korea
RECIPES FOR A NEW TOEIC ©
Global Publishing | Seoul, South Korea
CEDU VOCA ©
CEDU Publishing | Seoul, South Korea
SPEAKOUT! CLASSROOM ©
CEDU Publishing | Seoul, South Korea
[FULL PUBLICATION LIST](#)

| TRAININGS |

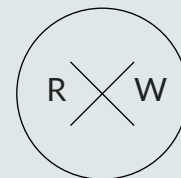
COMMUNITIES OF PRACTICE
SETTING SMART GOALS
LEARNER-CENTERED INSTRUCTION
THE REFLECTIVE TEACHING PROCESS
PROVIDING LEARNER FEEDBACK
TEACHING PRODUCTIVE SKILLS
[FULL LIST OF DESIGNED TRAININGS](#)

| INTERNATIONAL |

9 YEARS WORK EXPERIENCE IN
THAILAND
5 YEARS WORK EXPERIENCE IN
SOUTH KOREA
3 YEARS WORK EXPERIENCE IN
CHINA
1 YEAR WORK EXPERIENCE IN
PHILIPPINES

| CERTIFICATES |

CELTA TEACHING CERTIFICATE
Cambridge University | Awarded 2017
BLENDIT:PRINCIPLES & PRACTICES
IN ONLINE & BLENDED LEARNING
Ed Tech Training and Consultancy | 2017
FROM TEACHER TO MANAGER
Laureate Education | 2018



| WORK EXPERIENCE |

CURRENT

APR 2015

DIRECTOR, STAMFORD ENGLISH PROGRAM / *Stamford International University, Bangkok, Thailand*

- Manage day-to-day operations of an international university department that serves 1000 + students.
- Manage a culturally diverse team of 30 employees from 13 different countries.
- Develop and manage KPI program, including writing KPI descriptors, establishing SMART goals, facilitating annual and bi-annual employee performance meetings, and assigning performance-based annual bonuses.
- Designing, developing, and running professional development program, including all trainings and classroom observations and teaching feedback sessions.
- Extensive curriculum development and assessment creation work.
- Perform extensive marketing duties, including campaigns in Thailand and China.

JAN 2014

OCT 2012

DIRECTOR, ENGLISH IMMERSION PROGRAM / *Asian University, Chonburi Thailand*

- Oversaw day-to-day operations of a university department with 7 teachers and 300 students, including scheduling, student placement testing, teacher training, student support, student achievement programs.
- Designed and created online language learning programs using the EdX platform.
- Designed and delivered EdX training development programs for university staff and lecturers.
- Designed and delivered teacher training programs for government schoolteachers.

DEC 2013

DEC 2012

LECTURER, BUSINESS ENGLISH DEPARTMENT / *Buriram Rajabhat University, Buriram, Thailand*

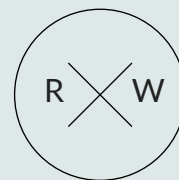
- Wrote, self-published and had added to the Business English department curriculum three new textbooks.
 - Write Better, Right Now
 - Public Speaking for Non-Native English Speakers
 - The Language of Importing & Exporting
- Designed curricula for and facilitated public speaking, business English, and general English courses.
- Designed and delivered teacher training courses for government primary school teachers.

DEC 2012

JAN 2011

EDUCATION CONTENT DEVELOPER / *Self Employed, Chengdu China*

- Produced academic test preparation content and sold it to textbook publishers in Korea.
- Designed, built, and maintained 7 language learning websites under my Speak Out! Languages banner.
- Tested and wrote product reviews for online language learning programs.
- Researched and analyzed keyword search phrase competition using google keyword search phrase tools and third party applications.
- Produced SEO relevant content that specifically targeted keyword search phrases where I had determined that top 10 placement was achievable in consideration of my time and marketing budgets.
- Managed Internet marketing campaigns using outsourced human resources in the Philippines and India.



| WORK EXPERIENCE |

 JAN 2011

JAN 2009

TEXTBOOK AUTHOR / CEDU Publishing, Seoul, South Korea

- Co-Wrote The Reading Player, a Korean university entrance exam textbook.
- Co-Wrote CEDU Voca 3600, a 465-page Korean-English dictionary.
- Reverse engineered the Korean university entrance exam and wrote hundreds of pages of content for on and off-line exam preparation materials.
- Researched and wrote TOEFL test preparation exam questions for an online study program.

 JAN 2009

JAN 2007

TEXTBOOK AUTHOR / Global Publishing, Seoul, South Korea

- Co-wrote and edited Speak Out! Telephone Edition, a 4 book series designed to facilitate open conversation and improve oral communication abilities over the telephone.
- Wrote accompanying Speak Out! teachers guides, which detailed appropriate teaching methods and provided detailed instructions for effective use of textbooks.
- Co-wrote and edited Speak Out! Classroom Edition, a 3 book series designed for the classroom. Book designed to teach basic grammar structures, facilitate open conversation, and improve oral communication abilities.
- Co-wrote and edited Recipes for the New TOEIC, a 600-page TOEIC book designed to improve students business English skills and improve TOEIC scores.

 JAN 2007

JAN 2005

MARKETING MANAGER / Australian International School, Beijing, China

- Designed and implemented student recruitment strategy.
- Managed a team of 4 marketers.
- Organized on and off-campus promotional events such as sporting tournaments, BBQs, dinners, and fishing tournaments to promote the school.

 NOV 2004

NOV 2003

OWNER / Coral Bay SCUBA Diving Resort, Anilao, Philippines

- Owned and operated, with a business partner, a scuba diving resort and hotel.
- Created and followed through with a marketing plan that targeted SCUBA divers from Korea and the Philippines.
- Worked closely with accountant and lawyer to ensure proper local business laws and practices were being followed.
- Developed valuable and adaptable skills in regards to the management of employees from cultures variably different than my own.

 NOV 2003

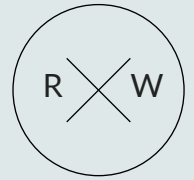
NOV 2002

TEACHER / the Well Academy, Seoul, South Korea

- Taught TOEFL writing courses that focused on proper grammar, content, and style.
- Wrote and edited educational materials for use by my teaching associates and myself.
- Developed a teaching curriculum that kept students interested in their studies and greatly improved their English reading, writing, listening, and speaking abilities.
- Facilitated a classroom environment that was comfortable, entertaining, and educational for my students.

RYAN WILEY

INSTRUCTIONAL DESIGNER



| WORK EXPERIENCE |

OCT 2002

JUNE 1998

DISTRICT MANAGER / *Automatic Data Processing, Los Angeles, California*

- Developed, wrote, and edited business proposals, marketing plans, advertisements and sales brochures that aided in my outstanding sales performance.
- Finished fiscal year 1999 at 150% of sales quota and fiscal year 2000 at 107% of sales quota.
- Established and grew successful partner relationships within the banking and accounting industries.
- Sold and installed web and PC-based payroll and human resource solutions to prospective clients.
- Managed the conversion of clients from ADP's buyout of Bank of America's payroll and human resource division.

| ESSENTIALS |



portfolio / WILEYRYAN.COM



Research / RYAN.WILEY



RYANLEEWILEY@GMAIL.COM

| INTERESTS |

MY YOU TUBE [COOKING CHANNEL](#)

MY [FOOD BLOG](#)

MARATHON RUNNING

MY [LANGUAGE LEARNING PAGE](#)

CUSTOM GUITAR BUILDING