

Curriculum Developer

Olivia Martinez

Professional summary

Innovative Curriculum Developer with experience designing engaging, research-based curricula and instructional materials for higher education and professional training programs. Skilled in incorporating active learning, assessment strategies, and digital tools to enhance learner outcomes.

Experience

Curriculum Developer

June 2018 - Now

Harvard T.H. Chan School of Public Health / Boston, MA

- Collaborate with faculty members and instructional designers to integrate technology-enhanced learning, including multimedia modules, interactive case studies, and flipped classroom models.
- Lead workshops for instructors on best practices in curriculum design, assessment techniques, and inclusive teaching strategies.
- Conduct needs assessments and learner analysis to inform curriculum revisions and development of new interdisciplinary courses.
- Manage curriculum documentation and compliance with university accreditation requirements.

Curriculum Development Coordinator

September 2013 - July 2018

Massachusetts Institute of Technology (MIT) / Cambridge, MA


- Assisted in the design and rollout of OpenCourseWare (OCW) materials and Massive Open Online Courses (MOOCs) in STEM disciplines.
- Coordinated between academic departments, media teams, and external vendors to ensure timely content delivery and quality standards.
- Facilitated faculty training sessions on digital pedagogy and effective online course design.


Publications & Presentations


- Martinez, O. (2022). Integrating Active Learning into Large Undergraduate Courses. Presented at the Harvard Teaching Conference.
- Martinez, O., & Lee, J. (2020). Curriculum Innovation in Public Health Education. Journal of Higher Education Curriculum Development, 35(4), 24-38.

Professional Affiliations

- Member, Association for Educational Communications and Technology (AECT)
- Member, International Society for Technology in Education (ISTE)

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United States, Cambridge, MA

Education

Master of Education (M.Ed.) in Learning Design and Technology

Harvard Graduate School of Education

Graduated: May 2013

Bachelor of Arts in English and Education

Boston University

Graduated: May 2010

Certifications

- **Certified Instructional Designer/Developer (CIDD)** — Association for Talent Development (ATD), 2021
- **Online Teaching Certificate** — Harvard Extension School, 2019

Skills

Curriculum design & development	<div><div></div><div></div><div></div><div></div><div></div></div>
Instructional design for in-person, blended, and online learning	<div><div></div><div></div><div></div><div></div><div></div></div>
Learning management systems (Canvas, Blackboard, edX)	<div><div></div><div></div><div></div><div></div><div></div></div>
Educational technology integration	<div><div></div><div></div><div></div><div></div><div></div></div>
Needs assessment & learner analysis	<div><div></div><div></div><div></div><div></div><div></div></div>