

**SCOTTIE KERSTA-WILSON**

2926 N. Burling #3

Chicago, IL 60657

312.933.4445

kersta@imagediary.com

URL: <http://www.imagediary.com>

**EXPERIENCE**

2003—Present

**ENVIRONMENTAL HEALTH CONSULTING**—Program Manager & Editor-in-Chief: Coordinate personnel and issues related to online projects for environmental risk assessment and science communication firm

- Manage Healing Thresholds Web site ([www.HealingThresholds.com](http://www.HealingThresholds.com)) that connects community and science to heal autism; update content, gather advertisements, manage analytics
- Manage TEACH Web site (EPA Region 5: <http://epa.gov/teach/>) that contains scientific literature relevant to children’s health; update content
- Write proposals in response to grants and Request for Proposals
- Edit scientific documents for general-population readability
- Manage proposal and teaming process for GSA schedule projects and government requests for proposals

1995—Present

**INDEPENDENT CONSULTANT:** Instructional Designer\*, Web content, Training Development and Delivery (Instructor-Led/Computer/Web-Based), Technical Writing, Editing, Digital Imaging

- Maintain content of five commercial Web sites
- Recorded SAP online training materials for large Chicago-based gum manufacturer
- Edited instructor-led training modules (Facilitator, Participants Guides) for large Chicago-based telecommunications company
- Manuscript preparation for authors seeking publishing contracts
- Freelance photography and digital imaging for various clients
- Wrote Web content for data storage management firm
- Wrote, edited, and tested computer-based training materials with an emphasis in Human Resources for Manpower Incorporated
- Wrote and tested SAP R/3 Quality Management training materials for Molex International
- Wrote and tested SAP R/3 Vendor Maintenance, Purchasing, and SAP Basics training materials for Mitsubishi Electronics America, Inc.
- Instructor-led training in word processing skills for legal secretaries and attorneys

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1998—2004

**USERTECH**—e-Learning Consultant: Instructional Designer\*, Training Development and Delivery (Instructor-Led/Web-Based), Technical Writing, Project Management

- Developed Web-based training for PeopleSoft eProcurement and Grants for University of Texas Medical Branch-Galveston TX
- Project Manager for development of PeopleSoft Human Resources Web-based training materials for service representatives in a large temporary placement agency
- Project Manager for development of SAP MM, PM, and SD Web-based training content for Akzo Nobel-an international chemicals polymer firm
- Development of Web-based training for proprietary online medical records system for Kaiser Permanente. Involved in all phases of project from client contact through managing WBT development
- Development of PeopleSoft 8 Accounts Payable Web-based training materials for two large Midwestern utility companies
- Development of Oracle 11 Purchase-to-Pay Web-based training materials for implementation at Frito Lay
- Development of SAP Basics & Navigation computer-based training course for general use
- Development of SAP R/3 Sales and Distribution and Materials Management training content and computer-based training for major telecommunications corporation
- Development and delivery of Training-the-Trainer course for SAP R/3
- Development of PeopleSoft 7.5 Manufacturing training content and delivery for the U.S. Mint, Oakwood Medical, Sears, and an international multimedia conglomerate
- Development of proprietary computer-based and Web-based training for two manufacturing concerns
- Certified as a Developer for OnDemand Personal Navigation System—a development tool for computer-based and Web-based training
- Certified as a Developer for RapidBuilder—a development tool for Web-based training

1987—Present

**PUBLISHED WRITER**, Emphasis in creative non-fiction, essay, and poetry

1987—Present

**EXHIBITING ARTIST**, Photographs and installations shown in various galleries in the U.S.

1992—1995

**CHAPMAN AND CUTLER**—Legal Secretary (part-time, while attending graduate school): emphasis in commercial litigation, deposition abstracting, and document production

1987—1992

**WEIL, GOTSHAL & MANGES**—Legal Secretary: emphasis in commercial litigation

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Prior to 1987

**LAWNDALE ART & PERFORMANCE CENTER (UNIVERSITY OF HOUSTON)**—Assistant Director

**GREATER HOUSTON HOSPITAL COUNCIL**—Data Processing/Word Processing Manager

**CULLEN RESIDENCE HALL, HARRIS COUNTY CENTER FOR THE RETARDED**—Activity Director

**OTHER PROFESSIONAL EXPERIENCE**

**MEMBER—NATIONAL ASSOCIATION OF SCIENCE WRITERS**

**GREATER CHICAGO AREA CHAPTER AMWA—CHAIR OF WEB COMMUNICATIONS, 2006**

**UNIVERSITY OF IOWA SUMMER WRITING FESTIVAL, 2000**

**SANTA FE WRITERS' CONFERENCE, 1998**

**MANAGING EDITOR, SPOT**, Spring 1992—A critical journal of the Houston Center for Photography, 10<sup>th</sup> Anniversary Issue

**EDITORIAL ASSISTANT, Tseng Kwong-Chi: The Expeditionary Works**—Exhibition Catalogue, Houston Center for Photography, Spring 1992

**EDUCATION**

2001

**CERTIFICATION—MEDICAL WRITING AND EDITING**, The University of Chicago, Graham School of Professional Studies

1995

**MASTER OF FINE ARTS—PHOTOGRAPHY** (Emphasis in Computer-Generated Imaging), The University of Illinois at Chicago School of Art and Design, Chicago, Illinois

**POST BACCALAUREATE—PHOTOGRAPHY STUDIES**, The University of Houston, Houston, Texas

**BACHELOR OF ARTS—SOCIOLOGY**, The University of Houston, Houston, Texas

**SKILLS**

**MACINTOSH AND WINDOWS**

- MS Office
- PhotoShop
- Illustrator
- DreamWeaver
- WordPerfect
- Quark
- Flash
- FreeHand
- OnDemand
- RapidBuilder
- InfoPak

\*In addition, because of my years of instructional design experience, I am well-versed in the Kirkpatrick model of evaluation and Bloom's Taxonomy.

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**PERSONAL**

Born West Point, New York; traveled extensively as an "Army Brat," Marathoner, Triathlete, Cyclist

References and writing samples available upon request.