

# AMANDA HOUPT, MPH, SHRM-CP

KAHOIPT@GMAIL.COM

1924 LA JOLLA AVE | LAS CRUCES, NM 88005 | (502) 296-5184

*I am a passionate community-builder, committed to creating inclusive organizational cultures in which all workers can thrive. I've worked with a diverse array of clients, including high schools, colleges, corporations, government agencies, nonprofits, and the US military. I believe that learning transforms us. I strive to motivate clients and provide them with transformative consulting experiences that propel their personal and professional development.*

## EDUCATION & CERTIFICATIONS

**CERTIFIED HUMAN RESOURCES PROFESSIONAL** (FEBRUARY 2021)  
Society for Human Resources Management (SHRM) (Alexandria, VA)

**MASTER OF PUBLIC HEALTH** (MAY 2013)  
**CONCENTRATION: HEALTH BEHAVIOR AND HEALTH EDUCATION**  
UNC Gillings School of Global Public Health (Chapel Hill, NC)

**TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES**  
**CERTIFICATE** (FEBRUARY 2007)  
School for International Training (Quito, Ecuador)

**BACHELOR OF ARTS IN ENGLISH** (MAY 2005)  
Smith College (Northampton, MA)

## PROFESSIONAL EXPERIENCE

**INSTRUCTIONAL DESIGNER, TRAINER, HR CONSULTANT**  
(APRIL 2020 – PRESENT) Chrysalis Training & Learning Solutions

- Consult with SMEs to design, develop, edit, manage, and deliver culturally relevant and effective learning and development experiences for a diverse array of clients.
- Deliverables: training curricula (slides, scripts/facilitation guides, participant workbooks), e-learning, webinars, assessments, job aids, & product demos.
- Consult with companies and HR departments to enhance employee engagement, employer value proposition, training, and employee relations.
- Specialty areas include creating positive organizational cultures, DEI, harassment prevention, leadership development, psychological safety, & employee engagement.
- Clients include the National Oceanic and Atmospheric Administration, National Weather Service, Broad Institute, Kaizen Company, and Ohio Alliance to End Sexual Violence.

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## SENIOR TRAINER, RESEARCH & EVALUATION SPECIALIST

(JUNE 2016 – MARCH 2020) Alteristic Inc.

- Designed, developed, implemented, and assessed educational curricula and professional trainings for diverse clients using ADDIE & adult learning theories.
- Live classroom facilitation of >100 multi-day trainings in settings across the globe.
- Virtual facilitation of webinars, focus groups, and blended learning trainings.
- Conducted formative research (e.g., literature reviews, focus groups, consultation with SMEs) and cross-functionally collaborated to support culturally relevant content development and adaptation.
- Designed evaluations to assess impact, managed evaluation data, and analyzed data to ensure learning outcomes and key performance indicators were achieved.
- Served as Training and Technical Assistance Advisor to the European and Pacific divisions of the US Air Force (USAFE and PACAF).
- Notable projects: Co-authored credentialing program for the Department of Defense, co-developed adaptive learning curriculum for the US Air Force, developed 3 technical assistance packages for the Department of Justice, conducted formative research and initial adaptation of workplace violence prevention curricula.

## PROJECT MANAGER

(SEPTEMBER 2013 – JUNE 2016) University of Massachusetts Amherst

- Managed two multi-year policy evaluation studies with annual budget of \$2.5M.
- Coordinated team of 15 academic researchers and supervised 9 research assistants.
- Managed web development of and developed content for infographics and interactive web applications that enabled constituents to interact with study data.
- Developed content for and maintained two websites and a blog.

## CONSULTANT

(AUGUST 2012 – MAY 2013) UCLA Art & Global Health Center

- Adapted an arts-based HIV prevention curriculum for adolescents in the US South.

## PROGRAM COORDINATOR

(AUGUST 2011 – JULY 2012) University of North Carolina Chapel Hill

- Developed a TTT curriculum for peer educators and assessed program outcomes.

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## PREVENTION COORDINATOR

(MAY 2007 – JULY 2011) The Center for Women & Families

- Designed, developed, implemented, and managed training curricula.
- Managed educational programming in 11 counties.
- Managed agency participation in a CDC-funded 5-year Randomized Control Trial.
- Lead author of 3 youth violence prevention curricula and lead scriptwriter of an educational video, involved in all production aspects.
- Live facilitation of 300+ educational experiences per year.

## SKILLS/TOOLS

PROJECT MANAGEMENT: Task Ray, Trello, Basecamp

CONTENT DEVELOPMENT: Articulate Suite, Adobe Captivate, Google Classroom, Loop

LMS: Canvas, Blackboard, Moodle, Sakai

MEDIA: GarageBand, Camtasia

ASSESSMENT: SurveyMonkey, SurveyGizmo, general assessment design & delivery

DATA ANALYSIS: MAXQDA+, Atlas.ti, SAS, Tableau

VIRTUAL COLLABORATION: Zoom, Adobe Connect, GoToMeeting, WebEx, ReadyTalk

## SELECT PROFESSIONAL CONFERENCES

### PRESENTER, NOAA WORKPLACE VIOLENCE PREVENTION SUMMIT

(OCTOBER 2020, VIRTUAL)

*Three Tools for Working Well with Others*

### PRESENTER, INTERNATIONAL GAMBLING CONFERENCE

(FEBRUARY 2016, AUCKLAND, NEW ZEALAND)

*Monitoring Gambling Impacts in Massachusetts: Honing Strategies and Preventing Harm*

### PRESENTER, AMERICAN PUBLIC HEALTH ASSOCIATION (APHA)

ANNUAL MEETING (NOVEMBER 2015, CHICAGO, IL)

*Using Interactive Web Apps to Share Health-Related Data with a Lay Audience*

### PRESENTER, SPRINGFIELD COMMUNITY FORUM (OCTOBER 2015)

*How will the casino impact the Springfield, MA area? Baseline Data on Problem Gambling and Socioeconomic Status*

### CO-PRESENTER, NATIONAL CONFERENCE ON PROBLEM GAMBLING

(FEBRUARY 2007, BALTIMORE, MD)

*Measuring the Social and Economic Impacts of Gambling in Massachusetts*

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**CO-PRESENTER, APHA ANNUAL MEETING** (NOVEMBER 2014, NEW ORLEANS, LA)

*Problem Gambling as a Public Health Issue*

**CO-PRESENTER, APHA ANNUAL MEETING** (NOVEMBER 2013, BOSTON, MA)

*Performing for Prevention: Assessing the Feasibility of an Arts-Based HIV Prevention Approach for Adolescents in the US South*

**POSTER PRESENTER, APHA ANNUAL MEETING** (NOVEMBER 2013, BOSTON, MA)

*Evaluating AMP!, an Arts-Based, Multiple Intervention, Peer Education HIV/AIDS Prevention Program for Youth*

**PRESENTER, UNIVERSITY OF LOUISVILLE ACTION LEADERSHIP SUMMIT** (MARCH 2010, LOUISVILLE, KY)

*Bystander Intervention as a Leadership Skill*

**PRESENTER, NORTH AMERICAN VICTIMS' ASSISTANCE CONFERENCE** (SEPTEMBER 2008, LOUISVILLE, KY)

*Prevention Education: Building Thriving Communities*

## PUBLICATIONS AND CURRICULUM DEVELOPMENT

**CONTRIBUTING AUTHOR, VARIOUS ADAPTATIONS OF THE GREEN DOT VIOLENCE PREVENTION STRATEGY** (JUNE 2016 – MARCH 2020)  
A bystander intervention approach to interpersonal violence prevention.

**AUTHOR, STATE OF THE HEART, JWU MAGAZINE** (FALL 2014)  
Article profiling Johnson and Wales' new Physician Assistant Program.

**AUTHOR, THE INSTIGATOR, JWU MAGAZINE** (FALL 2015)  
Article profiling distinguished professor Mari Nardillo-Dias.

### CO-AUTHOR

Taboada, A., Taggart, T., Holloway, I., Houpt, A., Gordon, R., Gere, D., ... & Lightfoot, A. F. (2016). A critical review of the characteristics of theater-based HIV prevention interventions for adolescents in school settings. *Health promotion practice, 17*(4), 537-547.

**CO-AUTHOR, SAFE AND AWARE PATCH SERIES** (JULY 2011)  
A modular violence prevention patch program for Girl Scouts

**CO-AUTHOR, STEP IN + SPEAK UP** (AUGUST 2009)  
A middle school bullying prevention curriculum, video, and poster series

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**CO-AUTHOR, REAL2REAL** (MAY 2008)

A long-term dating and sexual violence prevention program for adolescents

## SERVICE

**VOLUNTEER NETWORK** (LAS CRUCES, NM | MARCH 2021 - PRESENT)

Provide service as needed to city volunteer sites.

**STARBUCK CHARITIES** (JULY 2006 – PRESENT)

Accompany children living at St. Joe's Children's Home on excursions, paint faces during holiday parties, staff annual fundraising picnic and concert.

**UNC'S 34<sup>TH</sup> ANNUAL MINORITY HEALTH CONFERENCE** (CHAPEL HILL, NC | FEBRUARY 2013)

Recruited, assigned, and managed 50 conference volunteers.

**LOUISVILLE METRO COALITION TO PREVENT TEEN DATING VIOLENCE** (LOUISVILLE, KY | JULY 2009 – JULY 2011)

Co-founded the Coalition and served as its facilitator, recruited members, organized and evaluated meetings, co-wrote a 5-year strategic plan.

**PEACE EDUCATION** (LOUISVILLE, KY | JULY 2010 – JULY 2011)

Served on the Board of Directors, raised funds, advised on grants.