

Aletheia Jenkins, MBA

Greater Birmingham Area

Professional Summary

Strategic and results-driven Instructional Design Leader with extensive experience in instructional design, professional development, and administrative management. Adept at leading cross-functional teams, optimizing learning solutions, and aligning training initiatives with organizational goals. Skilled in applying the learning sciences, instructional design models, and leveraging learner feedback to drive performance outcomes. Passionate about creating high impact, innovative, and scalable learning experiences that enhance employee growth and organizational excellence.

Core Competencies

- Instructional Design Leadership and Management
- Learning Experience and Resource Development
- Instructional Design Models (e.g. ADDIE)
- Learning Theories (e.g. transformative learning theory, situated learning theory)
- Project Management (Timelines, Budgets, Resources)
- Cross-Functional Collaboration
- Workforce Training and Development
- Learner Metrics Analysis and Continuous Improvement
- Universal Design for Learning
- Career Development and Coaching

Education

Master of Science – Instructional Design & Development 2024-2025

University of Alabama at Birmingham (UAB), Birmingham, AL

Master of Business Administration – Project Management 2009-2011

Florida Institute of Technology, Melbourne, FL

Bachelor of Arts - Business Administration & Organizational Resources 2006-2008

Huntingdon College, Montgomery, AL

Associate in Applied Science – Business Administration & Management 2003- 2005

Lawson State Community College, Birmingham, AL

Professional Experience

University of Alabama at Birmingham Hospital (UAB Hospital), Birmingham, AL

Administrative Manager/Regulatory Compliance

Mar. 2017-Present

- Supervise and mentor teams developing professional development programs, ensuring alignment with organizational strategy and fostering continuous improvement.
- Oversee instructional design initiatives, driving consistency across workshops, simulations, and e-learning, and maintaining a controlled content library.
- Collaborate closely with leadership and subject matter experts to assess needs, shape training priorities, and communicate progress.
- Utilize metrics and learner data to evaluate program impact, share insights with leadership, and implement strategic adjustments.
- Streamline processes to maximize resources, ensure accessibility standards, and support an inclusive learning environment.

Birmingham Jefferson County Transit Authority, Birmingham, AL
Compliance Officer

Dec. 2015-Nov. 2016

- Managed compliance audits and investigations across multiple departments, developing training and onboarding programs that enhanced preparedness and engagement.
- Partnered with teams to design and deliver targeted training interventions, leveraging data insights to close skill gaps.
- Coordinated resources and schedules to deliver multiple projects on time, while facilitating team-building workshops to strengthen collaboration and organizational culture.

ITT Technical Institute, Bessemer, AL
Project Management Instructor

Jan. 2011-Jan. 2016

- Designed and delivered curriculum and instructional resources for project management courses, applying adult learning principles to deepen engagement and real-world application.
- Mentored students in leadership, teamwork, and project management, and implemented continuous assessment to ensure instructional effectiveness.
- Collaborated with faculty teams to integrate best practices and maintain high course delivery standards.

Certifications

Virtual Instructional Design - Association for Talent Development (ATD)
 Accounting; Management & Supervision – Lawson State Community College

Dec. 2023

Mar. 2003-May. 2004

Technical Skills

Camtasia | Articulate Rise | Articulate Storyline Adobe | Captivate | Cava LMS | Canva | Mentimeter | MindMeister | Prezi | Microsoft Teams | Microsoft Office Suite | Adobe Photoshop | Oracle | Kronos | All Social Media Platforms

References

Jonan Phillip Donaldson, Ph.D.
 University of Alabama at Birmingham (UAB)

Andrew Flowers, MSN, RN-BC
 University of Alabama at Birmingham Hospital (UAB Hospital)