

SOPHIE LAM

415 Hart Street, Apt 1L ▪ Brooklyn, NY ▪ 11221 ▪ sophie.s.lam@gmail.com ▪ (646) 784-5950

EDUCATION

Teachers College, Columbia University, New York, NY

Doctor of Education in Communication, Expected Summer 2016

Dissertation: *The global is personal: study abroad students' online learning experiences in a global education program*

The New School, New York, NY

Master of Arts in Media Studies, May 2008

Columbia University, New York, NY

Bachelor of Arts in Film Studies, May 2004, *cum laude*

Study Abroad: **Freie Universität and Humboldt Universität**, Berlin, Germany, January 2003 – May 2003

TECHNICAL SKILLS

Operating systems: Windows, Unix

Productivity software: Microsoft Office; Basecamp

Web development languages and applications: HTML/CSS/JavaScript; limited PHP and MySQL; FTP

Content and learning management systems: WordPress, Drupal, Expression Engine, Blackboard, Moodle, Sakai

Data analysis: SPSS, QDA Miner, WordStat, Gephi, Google Analytics

Layout and media production applications: Adobe Creative Suite; Final Cut Pro, ProTools, Garage Band, Scratch

Social media platforms: Facebook, Twitter, LinkedIn, Tumblr, Pinterest

PROFESSIONAL EXPERIENCE

Institute for Learning Technologies, Teachers College, Columbia University, New York, NY

Research Associate

July 2009 – Present

- Conduct research through all phases of the assessment and evaluation process, resulting in program changes for the following clients: the Center for Innovation in Engineering and Science Education at Stevens Institute of Technology; Pamoja Education; the International Baccalaureate Organization; the Earth Institute at Columbia University; Reach The World; and One To World
- Create logic models and collect data through participant observation, interviews, surveys, and focus groups for assessment design
- Perform data analysis and co-author reports to recommend changes in program direction and implementation
- Lead remote and on-site client trainings to produce sustainable program evaluation outcomes in areas such as instructional technology, program planning, and data analysis
- Present research findings at conferences and workshops with focus on assessment, global education, and technology for learning

Lower Manhattan Cultural Council (LMCC), New York, NY

Digital Media Associate / Webmaster

September 2008 – December 2011

- Managed all digital initiatives for NYC-based arts organization website with up to 250,000 unique visitors per year, leading to increased visibility and web traffic
- Produced web-based multimedia content (video, audio, photo) to document events in River To River (R2R), a world-renowned arts festival
- Delivered instruction to enrich staff's knowledge of publishing, design, web, photographic imaging, multimedia, and video software
- Strategized and implemented LMCC/R2R website redesign across departments from user requirements to end user documentation, resulting in online visitor traffic increases
- Effectively translated project goals into technical specifications for programmers and developers to create an interactive, dynamic River To River website
- Designed print and digital marketing materials and managed email campaign reporting for LMCC's annual appeal, resulting in contributions that exceeded the fundraising goal of \$300,000 dollars

National Child Labor Committee (NCLC)/JS&R Group, New York, NY

Program Assistant

September 2006 – June 2008

- Acted as NCLC's communications liaison between nonprofit educational organizations, political luminaries, and corporate funders in support of institutional advancement efforts
- Strategized fundraising and media goals, leading to the successful production of the 21st and 22nd annual Lewis Hine Awards ceremonies honoring exceptional service work with children and youth
- Developed internal organizational systems to optimize workflow and efficiency
- Created internal database of Lewis Hine Award alumnae/i to improve outreach efforts and applicant base

Lumiere Productions, New York, NY

Production Office Coordinator/ Archival Researcher

January 2004 – May 2005

- Managed production, marketing, and outreach of multiple feature-length documentaries resulting in broadcasts on PBS and the Sundance Channel
- Negotiated with major networks to secure licensing and archival agreements
- Conducted archival research to develop documentary narrative content
- Supervised transcription process and technology training to enhance internship program

TEACHING EXPERIENCE

Reach The World, New York, NY

Technology Instructor/ GeoTech Club Director

September 2012– June 2014

Program Manager

March– June 2015

- Led HP-funded, pilot STEM+ afterschool program at MS 218 in South Bronx, culminating in scale up funding by the Pinkerton Foundation and an inaugural science and technology fair
- Developed geography and STEM+ curriculum targeted at Title I public schools for educational enrichment program operating in four NYC boroughs
- Coordinated mentorship program with Fulbright/Gilman university scholars studying abroad by facilitating overseas videoconferences and blogs
- Taught blogging, introductory game development, Google Earth, and Excel workshops to elementary and middle schoolers to promote their digital literacy and build upon existing STEM content knowledge
- Oversaw program interns' instructional and technology training at participating public school sites to ensure quality instruction
- Served as liaison between school administrators and organization, leading to joint efforts in the co-development of curriculum and ongoing evaluation of program impact
- Coordinated middle school students travel opportunities to the New York Hall of Science and the first ever trip to New York University's Interactive Telecommunications Program graduate science fair

New School, New York, NY

Teaching Assistant, New Media Ethics

July 2007 – August 2008

- Led online discussions in Blackboard to educate masters students and media professionals in areas such as fair use, plagiarism, and netiquette
- Developed lesson plans and study guides to enrich students' knowledge of transformations in digital copyright law and practice

Nankai University, Tianjin, China

English Language Instructor

August 2005 – June 2006

- Created cultural studies curriculum using Web and textbook resources to support multimodal language learning
- Taught advanced conversational English lessons at a top-tier Chinese university, targeting graduate students' cross-cultural communication and academic presentation skills

LANGUAGES

Oral proficiency in Mandarin; oral and reading proficiency in German and French