

Emily Correa

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PROFESSIONAL SUMMARY

Dynamic, creative-thinking Learning Transformation & Workforce Enablement Leader with 15+ years of experience designing enterprise learning, instructional design, leadership development, and workforce capability programs across Fortune 500, federal, and consulting environments. Known for aligning learning solutions with business transformation goals, leading cross-functional teams, and building scalable blended and digital learning programs that improve performance to it's peak every time.

OBJECTIVE

After several years of contract-based consulting, pursuing a long-term remote, Chicago or FL-based full-time role leading learning strategy, workforce enablement, digital upskilling, and AI-supported capability development. Targeting remote or hybrid roles in Learning Program Management, Learning Strategy, Instructional Design, Workforce Transformation, Organizational Development, or Talent Development where I can design scalable learning solutions, align stakeholders, improve workforce performance, and support digital upskilling initiatives across complex organizations.

CORE COMPETENCIES & TOOLS

Learning Strategy & Capability Development | Program & Project Leadership | Stakeholder & Executive Alignment | Organizational Development & Change | Leadership Development | Learning Experience Architecture (ADDIE, SAM) | Enterprise Training & Delivery (eLearning, ILT, Blended) | Learning Technologies & LMS | Process & Performance Improvement | Workforce Upskilling Strategy | Digital Learning Transformation | AI Content Generation & Learning Prototyping

Learning Technology & Development Tools

Articulate Storyline & Rise | Adobe Captivate | Camtasia | Snagit | Workday | Squarespace | ChatGPT | Copilot | MetaAI | HeyGen | AI-Assisted Content Development

LMS & CRM Platforms

Workday | Docebo | TalentLMS | SharePoint | Salesforce | HubSpot | MailChimp | Jira

Training Delivery & Facilitation

ILT | vILT | Blended Learning | Leadership Development | Coaching | Team Training | Experiential Learning | Workshop Facilitation

Project Management, OD & Strategy

Stakeholder & Sponsor Engagement | Event & Program Management | Change Management | Organizational Development | Process Improvement | Public Relations & Digital Marketing | Strategic Communications | Cross-Functional Collaboration

Industries

Healthcare | Military | Retail | Technology | Telecommunications | Finance

PROFESSIONAL EXPERIENCE

Leadership Development Consultant & Digital Marketer | Independent Practice | Part-Time / Project-Based | 2013-Present

- Designed and facilitated 80+ live leadership, entrepreneurship, and community development programs, including workshops, retreats, business incubators, art showcases, and women's empowerment events serving 1,500+ participants, sponsors, entrepreneurs, and small business owners.

- Led end-to-end program operations, including curriculum design, partnerships, sponsorship outreach, marketing campaigns, vendor coordination, business coaching, and onsite team leadership for teams of up to 75 people.
- Developed PR, digital marketing, magazine advertising, and audience-growth campaigns that expanded visibility, strengthened community partnerships, and built a professional network of 120,000+ contacts.

Trainer | La Salle | Chicago Board of Elections | 12/2026 - 02/2026

- Delivered 4-hour training sessions for 500 Election Judges & Coordinators on polling and precinct operations to ensure Primary Election readiness, compliance, and operational accuracy.
- Helped as Assistant Trainer for multiple onboarding trainings of 50+ learners.

Training Analyst | SLG Innovation | Chicago Fire & Police Dept | 01/2025 - 03/2026

- Supported enterprise training rollout for 911 call-center software implementation impacting first responder operations.
- Partnered with 10 trainers across 25+ structured simulation sessions, strengthening user readiness and operational performance.
- Developed training workflows and visual process tools adopted by leadership to support consistent implementation and training clarity.

Instructional Designer | I-CAR | Chicago, IL | 08/2024 - 12/2024

- Designed 250+ interactive Storyline learning assets supporting workforce technical capability across automotive training programs.
- Modernized 33 legacy learning modules, implementing 1,000+ targeted content improvements to enhance clarity, engagement, and usability.
- Facilitated 100+ SME collaboration sessions aligning training content with technical standards and workforce performance needs.

Instructional Designer & Trainer | Apex Consultants / U.S. Army Corps of Engineers | Chicago, IL | 02/2024 - 05/2024

- Designed a leadership development program supporting professional communication and teamwork for engineering staff.
- Coached 13 engineering professionals through structured feedback and applied learning sessions focused on presentation and leadership effectiveness.
- Delivered week-long experiential learning program aligned with leadership certification outcomes.

Instructional Designer | GEBBS Consulting / Blue Cross Blue Shield | Chicago, IL | 12/2023 - 03/2024

- Led large-scale curriculum modernization across 600+ healthcare learning modules within Workday LMS, improving content clarity, consistency, and learner experience.
- Developed structured QA tracking system and 10-category performance reporting framework, strengthening quality control and content accuracy.
- Supported cross-functional stakeholders to ensure compliance and alignment with operational training standards.

Instructional Designer | PIP Partners | Hexure | Chicago, IL | 04/2023 - 11/2023

- Led 30+ cross-functional SME and leadership sessions to align learning strategy with organizational and technical workforce needs.
- Mapped 100+ engineering and technical processes, redesigning onboarding and role-based learning to improve knowledge transfer and efficiency.
- Developed structured learning assets including 40-page learner guide, 6 job aids, and scalable role-based learning templates.

Instructional Designer | G.P. Strategies | U.S. Navy | Chicago, IL | 11/2021 - 04/2023

- Designed and delivered 30+ workforce and technical learning programs supporting shipbuilding and operational readiness initiatives.
- Coordinated cross-functional teams of 20+ SMEs, developers, and QA specialists across multi-phase learning projects.
- Managed up to 6 concurrent program workstreams, balancing timelines, compliance requirements, and delivery milestones.

Senior Instructional Designer | Walmart | Chicago, IL | 05/2022 - 09/2022

- Designed and delivered enterprise learning solution supporting rollout of Home Delivery workforce program.
- Developed multi-module interactive learning experience and train-the-trainer framework, supporting scalable adoption across teams.
- Partnered with stakeholders to ensure learning aligned with operational and workforce performance goals.

ADDITIONAL EXPERIENCE (L&D PROJECTS)

Senior Instructional Designer | Mark Anthony Wine & Spirits | Chicago, IL | 2022

- Standardized 15+ national training assets and created facilitator-ready learning guides used by 10+ national trainers.

Instructional Designer | We Energies | Chicago, IL | 2021-2022

- Modernized 900+ learning assets and co-led learning design initiative for new manager development program.

L&D Consultant | Wells Fargo | Chicago, IL | 2021

- Designed employee wellness learning solutions including interactive assessment and 50-page program workbook.

Instructional Designer | Professional Convention Management Association (PCMA) | Chicago, IL | 2020

- Co-designed a global certification program within Workday Learning, including 5 modules, a 150-question assessment, and a 127-page learning framework.

Instructional Designer | Blue Cross Blue Shield | Chicago, IL | 2019 - 2020

- Developed enterprise onboarding learning solution supporting 1,000+ employees and created 9 interactive Storyline programs.

Instructional Designer | Carnival Cruise Lines | Miami, FL | 2019

- Designed a 90-minute workshop on "Trust & Credibility," building a 55-page facilitator guide, 15-page participant guide, and 20-slide deck rolled out ship-wide.

Program Creator & Coach Trainer | Sixstar Coaching | Remote | 2018 - 2019

- Designed and delivered a 12-week certification program, training 250+ participants globally with 5-star feedback.

Digital Learning Strategist | PwC | Chicago, IL | 2018

- Designed digital learning toolkit and course assets supporting enterprise learning initiatives.

Instructional Designer & Co-Trainer | TracFone Wireless | Doral, FL | 2017

- Produced 21 Camtasia training videos, 15 quizzes/games, and converted 378 pages of InDesign manuals into editable Word docs.

Corporate Training Analyst | National Grid | Brooklyn, NY | 2012-2014

- Delivered onboarding and safety training for 165+ employees and 135 new hires, expanding onboarding from 7 to 14 days.
- Designed facilitator guide, learning tools, and interactive training assets improving knowledge retention.
- Served as Emergency Training Lead during Hurricane Sandy, coaching 150 employees in high-stress operations.

Personal Development Instructor | Barbizon | Boston, MA | 2008-2011

- Trained 1,000+ students through structured multi-month curriculum with 90% satisfaction rate.
- Delivered experiential learning using coaching, facilitation, and performance-based instruction.

Instructional Design Consultant | Babson College | Boston, MA | 2010-2011

- Graduate Internship | Conducted stakeholder analysis and delivered a 40-page strategic redesign report improving leadership coaching program.

SALES & BUSINESS DEVELOPMENT EXPERIENCE

Business Development Manager | ActionCOACH | Miami, Florida | 2014-2016

- Led organizational improvement initiative with CEO, created 20+ marketing and sales assets, and managed 1,200+ lead qualification pipeline.

Community Manager | StartHub | Miami, FL | 2015

- Full sales cycle, through B2B calling, filtered 1,200+ leads with Salesforce and hired/managed 2 social media interns.
- Designed new website and social media pages, including 20+ documents in Excel, PowerPoint, and Word for use in marketing.

Business Development Manager | Herb Chambers Saab | Boston, MA | 2006-2008

- Represented the #1 Saab dealership in the New England region by sales volume.
- Handled 75+ client-facing calls per day and conducted showroom consultations.
- Managed and optimized appointment schedules for six sales consultants, aligning client demand with individual sales strength.

EDUCATION

- M.S., Organizational Learning & Development — Suffolk University (2012)
- B.A., Psychology & Sociology, Minor Business Management — University of Massachusetts (2008)

CERTIFICATIONS

- Project Management Professional (PMP) Coursework in Progress, Exam Scheduled 2026
- International Coaching Certification (iPEC), 350 Hours — 2012

FELLOWSHIPS & PROFESSIONAL DEVELOPMENT

- Wells Fargo | Nasdaq Entrepreneurial Center Fellowship — Oct 2025
- Chicago Innovation Tech Fellowship “The Ladder” — 2024
- Mujeres de HACE Fellowship — 2024
- Graduate Internship, Babson College — Coaching for Leadership & Teamwork Program, 2011

LICENSURE

- Licensed Real Estate Broker — State of Illinois (2024-Present)