

Meg Switzer

Learning Consultant | Senior Learning Experience Designer

Learning Strategy | Performance Consulting | Enterprise Learning Solutions | Quality Assurance

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[Portfolio](#)

Learning consultant and Senior Learning Experience Designer with expertise partnering with stakeholders to identify business needs, uncover performance gaps, and design enterprise learning solutions that drive measurable results. Trusted advisor who translates business challenges into strategic learning solutions, leading discovery conversations, shaping learning strategies, and developing multimodal learning experiences aligned with organizational goals. Recognized for building strong client partnerships, mentoring colleagues, and delivering scalable, learner-centered solutions across diverse industries.

LEARNING STRATEGY

Training Needs Analysis | Stakeholder Discovery | Business Needs Analysis | Performance Consulting | Learning Strategy | Performance Gap Analysis | Learning Solution Design | Curriculum Strategy

LEARNING EXPERIENCE DESIGN & DELIVERY

Multimodal Learning Solutions | eLearning | ILT | vILT | Performance Support | Storyboarding | Assessment Design | Accessibility (WCAG)

CLIENT & PROJECT LEADERSHIP

Client Consulting | Stakeholder Management | SME Collaboration | Cross-Functional Leadership | Quality Assurance | Continuous Improvement | Project Management

TOOLS & PLATFORMS

Articulate 360 (Rise , Storyline) | Camtasia | Vyond | Synthesia | LMS | Google Workspace | Microsoft 365 | Canva | AI-Assisted Content Development

WORK EXPERIENCE

Unboxed Training and Technology | Richmond, VA

March 2026-present

Senior Learning Experience Designer | Mentor & Onboarding Lead

- Partner with clients, subject matter experts, and cross-functional teams to translate business requirements into strategic learning solutions that support organizational goals and measurable performance outcomes.
- Evaluate business requirements and stakeholder feedback throughout the design process, recommending adjustments to learning strategies, delivery methods, and performance support resources as project needs evolve.
- Challenge initial solution assumptions when appropriate, collaborating with stakeholders and SMEs to recommend alternative approaches that better address performance gaps and business objectives.
- Design enterprise learning solutions—including instructor-led, virtual instructor-led, eLearning, onboarding programs, and performance support resources—for clients across multiple industries.
- Developed a scalable onboarding strategy that reduced new employee readiness from three months to one month while improving learner confidence and consistency.
- Serve as the internal Quality Assurance lead, reviewing learning experiences for instructional effectiveness, accessibility, content accuracy, and alignment with client expectations prior to delivery.
- Mentor learning designers through coaching, quality reviews, and best-practice guidance that strengthens instructional quality and supports team development.
- Identify opportunities to improve learning development workflows and quality assurance processes, increasing efficiency, consistency, and client satisfaction.
- Advise project teams on the most effective learning interventions by balancing business goals, learner needs, project constraints, and performance outcomes to deliver practical, high-impact solutions.

Unboxed Training and Technology | Richmond, VA

June 2023-March 2026

Learning Experience Designer | Mentor & Onboarding Lead

- Partnered with external clients across multiple industries to analyze business requirements and translate complex organizational needs into effective, learner-centered learning solutions.
- Collaborated with project managers, stakeholders, and subject matter experts to design customized learning experiences aligned with business objectives, learner needs, and project success metrics.
- Designed and developed enterprise learning solutions—including eLearning, instructor-led training, virtual learning, videos, onboarding resources, and performance support tools—for diverse client organizations.
- Simplified complex technical and operational content into engaging, accessible learning experiences that improved learner comprehension and on-the-job performance.
- Developed storyboards, assessments, facilitator guides, and supporting learning assets grounded in adult learning principles, accessibility standards, and measurable learning objectives.
- Recommended instructional approaches and learning modalities based on stakeholder feedback, audience analysis, and evolving project requirements to improve learning effectiveness.
- Contributed to quality reviews and iterative design processes, incorporating client and learner feedback to continuously improve learning experiences and project outcomes.

Hanover County Public Schools | VA

June 1991-June 2023

Educator

- Mentored and developed 15+ adults in varying stages of career development, strengthening instructional effectiveness and professional confidence
- Led instructional improvement initiatives that increased learner achievement from 50% to 90% within 8 months
- Designed, developed and delivered over 900 hours of accessible e-Learning, blended and instructor led training (ILT and vILT), including job aids, aligned to multiple learning initiatives, resulting in 89% pass rate
- Conducted needs analysis; defined learning gaps; utilized backwards design to define learning objectives for over 1,700 learners, modified instruction to support diverse learning needs
- Maintained learner pass rates above 90% through data-driven instructional adjustments