

MEGAN SMITH



Education

UNIVERSITY OF CENTRAL FLORIDA, Orlando, FL, Master of Science in Industrial Organizational Psychology | Expected 2019

FLORIDA STATE UNIVERSITY, Tallahassee, FL, Bachelor of Science in Psychology, 2013 - 2016

Graduated Cum Laude | GPA 3.725 | Minors: Communications and Child Development | Psi Chi Honor Society | Dean's List

Applied Experience

Hilton Grand Vacations, Orlando, FL

May 2018 – Present

Training and Development, Intern

- Evaluate and update current training materials and programs as needed using best practices
- Deliver facilitations to the new hire Club Counselor training classes
- Communicate information and training sessions to global teams in Orlando, Tokyo, and Indianapolis via email, SYMON Design, and SharePoint on a timely basis
- Work closely with the Quality & Training Team
- Build HGV training materials using various techniques learned using Articulate 360
- Present department reviews for the HGV Executive Team

Consultant at UCF Performance Solutions, Orlando, FL

2017 – Present

Career Readiness Solutions, Primary Assessor

- Help develop workforce readiness skills for emerging professionals
- Prepare constructive criticism for individual development
- Conduct one-on-one feedback sessions with each individual to help better advertise themselves for the job market
- Completed HireVue training

Job Analysis and Performance Appraisal Project, Orlando, FL

2017

University of Central Florida

- Worked directly with a map making company, Clary and Associates, during the four month duration
- Identified the specific knowledge, skills, and abilities needed for the surveyor position
- Created a relevant job task inventory and work behaviors associated with the position
- Provided Clary and Associates with a systematic way to determine future job success
- Implemented a developmental performance appraisal system based off previous job analysis

Research Experience

Social Psychology DIS, Dr. Baumeister Lab, Tallahassee, FL

2014 – 2016

Florida State University

- Conducted and administered research studies on participants
- Responsible for collecting informed consent, administering paper and computer-based surveys, and fully debriefing participants on the study's rationale

Clinical Psychology DIS, Dr. Cogle Lab, Tallahassee, FL

2014 – 2016

Florida State University

- Became familiar with both designing and administering surveys
- Became skilled in using eye tracking technique and software equipment, recording data output, and analyzing results using SPSS

Volunteer Experience

- Walk to End Alzheimer's | Team Leader | Orlando, FL | 2017
- Habitat for Humanity | Volunteer | Fort Lauderdale, FL | 2017
- Psi Chi Honor Society Mentorship | Mentor | Tallahassee, FL | 2014 - 2016