

# Sarah Gullion

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## EDUCATION

University of Vermont

**Bachelor of Arts:** Psychology (2008) **Minor:** Studio Art

Northeastern University

**Master of Education Certificate:** eLearning & Instructional Design (2023)

**Master of Professional Studies:** Learning Experience Design & Technology (2025)

## RELEVANT WORK EXPERIENCE

**CPD Quality & Compliance Educator** - Boston Medical Center; Boston, MA (2021-Present)

**Assistant Director, Programming** - ConnectiCon LLC; Hartford, CT (2017-Present)

**Endoscopy Support Specialist** - Olympus Corporation of the Americas; Boston, MA (2020-2021)

**Central Processing Educator** - Boston Medical Center; Boston, MA (2013-2020)

## SKILLS AND ABILITIES

### Technology

Learning Management System Administrator for Workday and Healthstream LMS software.

Extremely fluent in the Microsoft Office, Articulate 360, and Google Suites.

Trained in EPIC, Sharepoint, RL, STARS, and proprietary medical technology systems.

Fluent in Wordpress, Adobe Photoshop, Illustrator, Premiere, and InDesign.

Training in HTML, CSS, JavaScript, photography, graphic design, video editing, and marketing.

Proficient with content creation software; including OBS Studio, Canva, Loom, and YouTube Studio.

Proficient with Salesforce, SAP, Chrome River, Concur, QuickBooks, and several SaaS applications.

Familiar with database design and statistical analysis software.

Proficient administering video conferencing software; including Zoom, WebEx, Teams, and GoTo.

### Healthcare Education

Clinical Educator and Regulatory authority overseeing 55 units and 6 community health centers.

Deep understanding of learning models and science; including ADDIE, Bloom, Merrill, Gagne, and UDL.

Instructional designer, writer, SME, and teacher for educational seminars and assessments (7 years).

Strong presentation skills as a published writer and conference speaker.

Clinical foundation with prior certification through NREMT and Association of Surgical Technologists.

Authored and implemented hospital-wide policies, SOPs, and educational programs.

Proficient in providing adult education within a diverse and multicultural community.

Strong focus on staff education in DEI and cultural competence.

### Leadership

Appointed Supervisor, Manager, and Assistant Director with 10-30 direct reports (14 years).

Responsible for indirect oversight, education, and compliance tracking of ~2500 staff (7 years).

Proven follow-through managing department- and facility-wide improvement projects (7 years).

Responsible for hiring, staff scheduling, real-time oversight, budgets, and corrective action.

Excels with customer service and conflict resolution in high-risk, customer-facing environments.

Formal training in management, communication, diversity, advocacy, mentoring, and teamwork.

## CERTIFICATIONS

Central Sterile Services Technician: **CRCST, CIS, CER, CHL** (HSPA); **CFER** (CBSPD) 2009-Present

## PUBLICATIONS

Gullion, S. (2022) How to Build an Endoscope Risk Assessment. *PROCESS* September/October 2022, 17-19. Healthcare Sterile Processing Association.