

# Megan Sherman, MAEdHD

## Work Experience

### **University of Washington Medicine, WWAMI Institute for Simulation in Healthcare (WISH) (Seattle, WA)**

*The WWAMI Institute for Simulation in Healthcare (WISH) is the University of Washington's premiere institute for healthcare-based simulation science. Connecting departments and programs throughout UW Medicine, across the 5-state WWAMI region (Washington, Wyoming, Alaska, Montana, and Idaho) to advance the quality of healthcare education and delivery through advanced technology, R&D, and communication/team performance to reduce medical error and improve patient safety initiatives.*

#### **Associate Director for Operations**

**October 2016 – Present**

- Provided senior operational oversight for staff and programs across four training facilities, and several regional affiliate programs, including development and review of over 80 SOPs, Employee Handbooks, COVID-19 Response protocols, and both technical and administrative staff onboarding and training programs.
- Experienced educational consultant, worked regularly with clinical subject matter experts to develop and delivery training content based in sound educational principles.
- Built a national reputation for Team Training and Organizational Development, including curriculum development and instruction for over 1,500 Master Trainers as part of the nationally sponsored Team Strategies and Tools to Enhance Performance and Patient Safety (TeamSTEPPS) program;
- Spearheaded transition of educational delivery and instructional design, most recently including strategy, development, and management of synchronous and asynchronous educational offerings during the COVID-19 pandemic.
- Oversaw programmatic progression in improving teamwork and communication, working with identified coaches and trainers, building accountability for progress.
- Experienced in implementation design and change management, collaborating regularly with subject matter experts to assess, plan, educate, and implement new projects and programs;
- Instrumental in the development and execution of program's STEM/STEAM efforts, including workshops, school/club tours, career days, etc.;
- Promoted program activities through service and presentations to numerous national and international conferences, courses, and committees;
- Managed dispersed team of 10+ direct reports – overseeing complex course and staffing schedules across multiple campuses, managing professional & performance development mentorship/coaching initiatives, performance review processes, and interviewing/hiring practices.
- Successfully led development of key strategic initiatives, including:
  - Establishment of a multilevel review process for resource allocation, resulting in over 200 submitted and resourced educational programs;
  - Development of Learning/Utilization Management Database, tracking over 70,000 annual learner hours and activities across multiple locations, departments, and programs;
  - Oversight of multi-faceted staffing restructure process for laboratory operations, supervision, and coordination, ensuring improved alignment with program's strategic priorities and staff engagement; and
  - Formation and launch of programmatic "Innovations in Simulation Award" program – a series of small grant awards (10K) for faculty led development of new healthcare simulation projects and technologies.
- Directed program's accreditation and annual reporting efforts with national bodies, maintaining 15 year status as Level I Education Institute; additionally serving on 10+ national and international accreditation site-review teams as administrative/educational subject matter expert for comparative healthcare simulation programs seeking provisional and full accreditations;
- Effectively partnered with cross-functional leadership teams at the Division, Department, and Organizational levels to promote and execute programmatic initiatives.

#### **Manager of Educational Operations**

**July 2013- October 2016**

- Direction and oversight of curriculum development and instructional design for educational activities across 30+ associated departments and affiliated programs, including the generation and production of educational materials, and publication of over 20 developed educational activities with clinical content experts;
- Led programmatic marketing and advancement efforts, collaborating with University Development specialists to promote and increase philanthropic support of the program;

- Management of the University of Washington School of Medicine's Team-Based Interprofessional Training Simulations (TeamBITS) annual training program for over 400 medical, nursing, pharmacy, rehabilitation (PT/OT), and nutritional science students - including development, oversight, and day-of coordination
- Spearheaded needs assessment and planning for staffing and equipment priorities.

***Program Operations Specialist***

***July 2008-July 2013***

- Coordinated budget development and monitoring educational program expenses, ensuring on-budget alignment with educational and fiscal year priorities. Responsible for submitting applicable financial and procedural documents to regulating bodies.
- Management of Research and Development Committee operations including completion and filing of Human Subjects forms, study coordination and budget management for numerous projects. Includes management of research data, creation of training materials and products, and oversight of reporting procedures.
- Liaised between the program, organizational leadership, UW News and Community Outreach, Center for Commercialization, and outside industry members and stakeholders.
- Managed accreditation processes with the American College of Surgeons and American Society of Anesthesiologists, maintaining accreditation as a Level I Education Institute.

***Program Assistant***

***October 2007-July 2008***

- Worked closely with executive members of Board of Directors to manage daily operational tasks, and establish policies and procedures for a newly established healthcare simulation program;
- Coordinated daily course schedules with faculty and department coordinators, growing utilization from under 10 to over 30 affiliated departments and programs within School of Medicine and UW Medicine hospital facilities;
- Responsible for organization and staffing of complex meetings and educational activities;
- Provided administrative support to program operations including the management of events and educational ventures;
- Managed purchasing, travel, and timekeeping operations.

**Washington State University, Sleep and Performance Research Center (Spokane, WA)**

***Research Assistant***

***June 2006 – August 2007***

- Worked under two leading researchers in the field of sleep research.
- Responsible for coordination and execution of established study protocol, including subject screening, scheduling, and in-lab study activities.
- Monitored cognitive testing protocols.
- Proctored and scored various personality inventories (e.g., Myers Briggs Type Indicator, Eysenck Questionnaire, etc.)
- Trained in EEG hookup procedure and regularly completed electrode hookups for PSG recordings.
- Occasionally served as medical assistant, collecting samples and preparing them for lab transport.
- Responsibilities expanded to include the training of new research assistants and data analysis.

**Education**

***George Washington University, Washington, D.C.***

Masters of Arts Education and Human Development (MAEdHD), Organizational Learning and Leadership

***Gonzaga University, Spokane, WA***

Bachelors of Arts (BA), Biology

Bachelors of Arts (BA), Psychology

**Professional Development/Certifications/Skills**

- Team Training and Communication Specialist – TeamSTEPPS (since October 2008)
- Agency for Healthcare Research & Quality (AHRQ) – TeamSTEPPS Curriculum Update Technical Expert Panel (since December 2021)
- American College of Surgeons, Surgical Simulation Educator Certification Advisory Committee (since January 2021)
- American College of Surgeons, Accredited Education Institute Administration and Management Committee (since September 2019)
- UW School of Medicine Mentorship Program – Mentor (since September 2021)

- Extraordinary Leader Program (Zenger and Folkman) – UW OD&T (September 2020)
- Coaching, Mentoring, and Training for Success – UW POD (November 2010)
- Crucial Conversations – UW DOS (May 2012)

**Invited Presentations/Workshops, Curriculum and Publications**

- Lists available by request