

Jessica Reingold

Email: jessreingold@gmail.com

Website: jessicareingold.com

LinkedIn: /in/jessicareingold

EXPERIENCE

Georgetown University

Web Project Manager

September 2019 - Present, Remote

- Interim Scrum Master
 - Leads daily scrum, weekly retrospectives, and weekly sprint planning meetings
 - Monitors and tracks progress of task completion
- Project lead for *GU WordPress NextGen* (2-year long project)
 - Monitors and tracks the progress of the project
 - Holds weekly project check-in meetings
 - Participates in backlog review and backlog prioritization
 - Consults and collaborates regularly with PMs, developers, and UX designer
 - Created a project charter
- Manages various NextGen pilot sites
- Conducts user acceptance testing
- Provides user support for content editors on Georgetown.edu sites
- Managed the replacement of the University events system
- Worked with other project managers on the migration of sites to WordPress

University of Mary Washington

Program Manager, Domain of One's Own

July 2018 - September 2019, Fredericksburg, VA

- Served as the lead for *Domain of One's Own (DoOO)* program
 - Domain creation, website design, content management, content strategy
 - Web hosting management and support (cPanel, WHM & WHMCS, Installatron)
- Managed and mentored department student aides, co-managed student fellows, *Domain Fellows*
- Created and maintained programmatic and troubleshooting documentation for *DoOO*
- Created a variety of WordPress templates for *DoOO*
- Spearheaded discussions on the concept and importance of digital identity
- Collaborated with UMW faculty, staff, and students on the integration of digital tools into teaching, learning, and research
- Provided user support for WordPress on the *DoOO*, and *UMW Blogs* platforms

EDUCATION

M.S. User-Centered Design

Brandeis University

June 2019

B.A. History with minor in Digital Studies

University of Mary Washington

May 2015, Summa Cum Laude

SKILLS

CMS & Web Design

- WordPress (individual and multisite)
- HTML, CSS
- Accessibility best practices

Agile Framework

- Scrum

Analytics

- Google Analytics

Project Management & Collaboration

- Trello, Slack, GitHub Wiki, Zoom, Google Apps

UX Design

- Adobe XD, Axure

Media & Visual Design

- Adobe Photoshop, Adobe Lightroom, iMovie, Final Cut Pro, Audacity
- Canva, Adobe Spark Post

CONFERENCES

Domains 2019, Durham, NC

- Presenter, Artist

Digital Pedagogy Lab, UMW
2016 - 2019

- On-ground organization

Domains 2017, Oklahoma City

- Presenter