



# Charles W. Southworth

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As an interactive project professional I create real world connections and solutions through digital and media products. I enable teams to make outstanding web, creative media, and interactive products through vision, insight, and adaptive thinking. With good management, hard work, and innovative ideas I lead teams and manage projects above expectations.

## Skills

**Team Leadership:** Web Projects & Publishing, Media Production, Cross-functional & Virtual Teams  
**Web Development:** HTML5/CSS, jQuery, Javascript, Streaming Media, JWPlayer, Brightcove, Kaltura  
 CMS/LMS: WordPress, Blackboard, Drupal, Sitecore, & other CMSs.  
**Production:** Media Design & Strategy, Audio/Video, Digital Asset Management, Technology Integration, Vendor Services, & Outsourced Production.  
**General:** MS Office, MS Power Point, MS Project, Trello, Basecamp, Jira, Zilla, Windows/Mac.

## Experience

**Digital Media Project Manager, Harvard Business Review** July 2016 - Present  
 Create and manage new product projects in a customized WordPress CMS.  
 Develop and execute project plans that utilize robust cross functional teamwork.  
 Drive functional group output using waterfall, scrum, and kanban methodologies.  
 Shape project management and teamwork for continued iteration and improvement.

**Senior Digital Project Manager (Lead), Cengage Learning** Sept. 2014 - June 2016  
 Manage a team of Media Developers and lead cross functional teams on digital projects.  
 Lead full project cycles in web, multimedia, and software materials from initiation through support.  
 Create schedule, work priority, develop vendor processes, & develop functional operations plans.  
**Awards:** (2016) SIIA CODiE; (2015-16) Cengage Bravo! (5); (2014) Telly: Educational Video.

**Media Project Manager, Pearson Education Learning Solutions** 2013 6mo. Contract  
 Integrate media solutions, Manage development, & Q/A in HTML/CSS and Flash.  
 Manage publication and customization of web-based multimedia educational titles.  
 Control for schedule, work prioritization, QA process, change requests, & client communications.

**Media Producer, Boston University Office of Distance Education** 2008 - 2013  
 Manage a media production team, design interactive branding, create process and documentation.  
 Interface with clients, instructional designers, media vendors, backend developers, & administrators.  
 Lead development of imagery, style, HTML5/CSS, Flash, & technology tools.  
 Produce multimedia, video, audio, webinars, events, advertisements & outreach multimedia.  
**Awards:** (2012) Telly Bronze: Online Video; (2011) USDLA: 21st Century Best Practices, Blackboard Exemplary Course Award (3); ( 2010) Sloan-C: Excellence in Online Education, Blackboard Exemplary Course Award (2), USDLA Silver Award: Best Practices, & (2009) USDLA Bronze: Online Instruction.

**Freelance:**  
**Weymouth Design:** Project Manager and Traffic in a full service digital agency. June-Sept 2014  
**Penn Foster:** Production Consultant: Media Planning, Integration, & Production. May-June 2014  
**The New Center for Arts & Culture:** Media Development and Production. 2013 - 2015

## Education

<b>Boston University</b> Graduate Certificate in Project Management Boston, MA ◊ 2012	<b>Berklee College of Music</b> Bachelor of Digital Music Production Boston, MA ◊ 2003
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## Activity

**Associations:** Agile New England, Technimotion Meetup, Boston Creative Pro Users Group, AES, Berklee Alumni, & ASCAP

Product Camp Boston ◊ 2013 & 2015

**Website:** [www.media-forge.com](http://www.media-forge.com)

