

Justin Codd, PMP, CSM (he/him)

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Summary

A seasoned leader with over a decade of experience in the higher education and non-profit sectors who excels in managing complex IT projects, digital ecosystems, and web infrastructure.

Experience

IT Project Manager

University of Maryland, Baltimore. Baltimore, MD Sept. 2021–Present

- Manage information technology projects aligned with organizational strategic goals
- Collaborate with campus partners to ensure IT projects meet operational objectives and business requirements
- Advise the selection and tailoring of approaches, methods, and tools to support IT service to the University
- Assist in the further development and growth of the project management office

Project Manager

Sinclair Broadcast Group, Inc. Hunt Valley, MD Dec. 2020–Sept. 2021

- Directed new and continuing business and IT projects throughout the entire Project lifecycle
- Managed project budgets exceeding \$5M
- Maintained collaborative relationships with vendors and stakeholders, domestic and international
- Utilized and contributed to the improvement of PMO templates, processes, and procedures
- Continually delivered value to end users and the business
- Executed change control requests with transparency and accuracy
- Provided weekly project status updates to PMO director, staff, and key stakeholders

Director of Web and Electronic Communication

Maryland Institute College of Art. Baltimore, MD 2013–2020

- Project management for MICA's Digital Ecosystem Program
 - Led pan-campus business requirement identification with groups representing faculty, staff, students, alumni, and parents, utilizing surveys and in-person meetings
 - Coordinated all project activities from vendor selection to deployment and operational support
 - Communicated to all stakeholder groups using email; presentations at departmental/group meetings, all-staff/faculty meetings, and leadership meetings; and institutional website
 - Created materials (flowcharts, executive summaries, slide decks, and others) to communicate complex information architecture and technology concepts to non-technical audiences
 - Website won the 2019 Webby Award for Best University/Education Website
- Led initiative for procurement, configuration and deployment of a web-based technical support system, improving SLA compliance by 41% after first year post implementation of system
- Product management for cross-functional projects, focusing on all technical requirements and specifications to ensure compliance, feasibility and long-range support of MICA's website

- Developed strategies to improve MICA's web presence; plan and direct projects that align with organizational strategic goals, mission, and vision
- Led the Web Communication team to effectively support the MICA community and the institution's strategic objectives

Assistant Director of Web and Electronic Communication

Maryland Institute College of Art. Baltimore, MD 2012–2013

- Administered MICA's Content Management System (CMS), providing expertise to over 150 users
- Designed and developed new page templates for use in the CMS, and e-newsletters
- Trained and provided consulting to CMS users across campus
- Collaborated with technology department to solve CMS and Web server issues

Webmaster

NCATE (now CAEP). Washington, DC 2010–2012

- Project management for NCATE's website, which included the research, redesign, and deployment of NCATE's first CMS system
- Wrote CMS user guide and style guide, and trained colleagues on the CMS
- Created and implemented social media strategy and facilitated social media workgroup
- Served as final editor/approver of all website content
- Partnered with systems developer to routinely improve website performance

Education

Master of Science in Information Systems

University of Maryland, Baltimore County (UMBC). Baltimore, MD
Expected completion: December 2027

Master of Arts in Publications Design

University of Baltimore. Baltimore, MD

Bachelor of Arts in English, *summa cum laude*

University of Baltimore. Baltimore, MD

Associate of Applied Science in Computer Information Systems

Certificate in Computer Programming

Harford Community College. Bel Air, MD

Professional Certifications and Licenses

- Technology Leadership (Certificate) from Cornell University, College of Engineering
- Project Management Professional (PMP)
- Certified Scrum Master (CSM)
- Product Strategy (Certificate) from Northwestern University, Kellogg School of Management