

Megan Gibbs

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LEARNING ARCHITECTURE & LMS STRATEGY LEADER

Learning and development leader with 7+ years of experience designing and managing **enterprise learning ecosystems**, specializing in **LMS governance, learning architecture, and compliance-driven training programs**. Proven ability to translate complex systems, policies, and technical processes into scalable, high-impact learning solutions.

Expert in **learning system design, stakeholder alignment, and data-driven performance improvement** within structured, high-accountability environments.

CORE COMPETENCIES

- Learning Architecture & Program Design
 - LMS Governance & Administration (Litmos)
 - Technical & Systems Training Development
 - Enterprise Learning Strategy & Implementation
 - Instructional Design (ADDIE, Adult Learning Theory)
 - Compliance, Audit Readiness & Accreditation (IACET)
 - Learning Analytics, Reporting & Performance Metrics
 - Stakeholder Engagement & SME Collaboration
 - Process Optimization & Change Management
 - Digital Learning Technologies & eLearning Development
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PROFESSIONAL EXPERIENCE

Primrose Schools Franchising Company (PSFC)

School Training Manager (Enterprise L&D Lead) | 2019–Present

Lead the design, governance, and continuous improvement of a **scalable enterprise learning ecosystem** supporting a national franchise network (350 → 500+ locations).

Learning Architecture & LMS Governance

- Own and manage LMS (Litmos) strategy, including **system configuration, governance, user access, content architecture, and reporting**
- Designed and implemented a **scalable learning architecture** to support enterprise-wide training delivery and adoption
- Established governance frameworks for **content lifecycle management, version control, and system standardization**
- Evaluated and implemented enhancements to learning technologies to improve system performance and user experience

Technical Training & Systems Enablement

- Partner with SMEs to translate **complex systems, operational processes, and compliance requirements** into structured, user-centered training solutions
- Developed system-based training programs to support **process standardization, onboarding, and role-specific performance**
- Created interactive eLearning, job aids, and digital resources to support consistent system usage across distributed teams

Compliance, Risk & Audit Readiness

- Lead all aspects of **IACET accreditation and compliance**, ensuring alignment with regulatory standards and audit requirements
- Maintain documentation, evaluation processes, and reporting frameworks to support **audit readiness and risk mitigation**
- Partner with internal stakeholders to ensure training programs meet **compliance, quality, and governance expectations**

Data, Analytics & Performance Optimization

- Developed and tracked **learning performance metrics**, including completion rates, engagement, and training effectiveness
- Leveraged LMS reporting and data insights to inform **continuous improvement and decision-making**
- Led annual course review and optimization processes to ensure training remains aligned to evolving business needs

Enterprise Strategy & Stakeholder Collaboration

- Collaborate with cross-functional leaders to align learning initiatives with **organizational goals and operational priorities**
- Conduct needs analyses to identify performance gaps and recommend **targeted training solutions**
- Serve as a key advisor during organizational restructuring, providing insight into **learning system scalability and future-state design**

Earlier Experience (Condensed)

- Instructional design and program support roles
- Experience in healthcare (Boston Children's Hospital) and administrative operations

EDUCATION

Master's Degree — Instructional Design & Technology

Georgia State University

TECHNOLOGY

Litmos LMS | Articulate 360 | Learning Analytics & Reporting Tools | Microsoft Office Suite | Virtual Learning Platforms | AI-Assisted Development Tools