

# MATTHEW P. PUTZ

---

Organizational leader and practitioner skilled in:

- Distance/hybrid learning
- Instructional design/technology
- Information technology
- Project management
- Team leadership and leader development
- Organizational systems design
- Conflict management, mediation
- Change management
- Educational quality assurance
- Human/cognitive development
- Public presentation
- Learning management system administration

Demonstrated ability to thrive in complexity, manage change sensitively, and solve chaotic problems by designing processes and systems that leverage and grow existing talent.

Relationally-focused mentor with a history of developing strong, low-turnover teams that maintain missional focus even in organizational difficulty.

---

## SELECTED PROFESSIONAL EXPERIENCE

**Mediator, Consultant:** Balcony, LLC (2020 – present)

- Rule 114 Qualified Neutral in the State of Minnesota for facilitative and evaluative ADR services
- Provide Social Early Neutral Evaluation (SENE) and parenting consultation for Minnesota family courts
- Mediate family conflict, including divorce and post-divorce issues related to parenting time, child support, custody, and spousal support
- Train teams in conflict-management philosophies and strategies

**Faculty:** Bethel University, St. Paul, MN (2009 - present)

- Expertise in conflict management, organizational change management and systems, leadership formation, applied ethics, technology leadership, education leadership
- Design and teach face-to-face and online courses
- Instruct adult undergraduate and graduate leadership students (MBA, Strategic Leadership, Organizational Leadership, EdD)

**Director of Teaching and Learning Technology:** Bethel University, St. Paul, MN (2010 - 2020)

- Developed, led instructional technology/design/media team
- Administered, led development of learning management system (Moodle)
- Advocated with leaders for best-practice processes/technology integration into curriculum/classroom
- Trained faculty to provide exemplary face-to-face and distance learning experiences

**Faculty Instructional Technology Consultant:** Bethel University, St. Paul, MN, (2008 - 2010)

- Designed program development process for online programs
- Led Blackboard-to-Moodle transition project
- Trained faculty to provide exemplary face-to-face and distance learning experiences

**Associate Pastor (Worship and Assimilation):** Century Baptist Church, Bismarck, ND (2000 - 2008)

- Led worship ministry (worship bands, choirs, planning, etc.)
- Led adult education program, including small group system and leadership development process
- Served in administrative and teaching roles, including preaching
- Designed constitution and policy structure
- Developed website and trained office staff to manage it

**Educational/Technical Consultant:** VANTAGEPOINT3, Sioux Falls, SD (2002 - 2008)

- Designed, authored curriculum
  - Built, managed web server and site (including store, learning management system)
  - Consulted on general educational/technological issues
- 

## EDUCATION

**Doctor of Education (Instructional Technology, Distance Ed):** Nova Southeastern University, Ft. Lauderdale, FL

**Master of Divinity:** North American Baptist Seminary, Sioux Falls, SD

**Bachelor of Music Education (K-12 Instrumental, with honors):** University of North Dakota, Grand Forks, ND

---

## FACULTY ACTIVITY (BETHEL UNIVERSITY)

### Course Author, Lead Instructor

*Technology and Leadership* (Bachelor of Organizational Leadership)

*Managing Conflict Through Dialogue* (Master of Strategic Leadership)

*Worldview, Ethics, and Leadership* (Master of Business Administration, Master of Strategic Leadership)

*Higher Education Technology Leadership and Distance Education* (Doctor of Education)

### Course Author, Instructor

*Providing Leadership for Educational Technology* (Master of Teaching)

### Instructor

*Leading in the Knowledge Economy* (Master of Organizational Leadership)

*Leadership Development and Formation* (Master of Strategic Leadership)

### Other Faculty Activity

Dissertation advisor/committee member

Directed Studies

---

## **ADDITIONAL**

**Mediation:** 40-hour training

**Coaching:** Certified *Trust Edge* Coach

**Volunteer:** Church board member, church musician and mentor, mediator

**Software:** Blackboard, Moodle, Articulate, Smartsheet, Xmind, Google Suite, Microsoft Suite, LAMP

**Private Pilot Certificate (ASEL)**