

# TALYA JESPERSON MA, PMP (she/her)

## Skills and Proficiencies

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Agile (Scrum, Kanban) & Waterfall Methodologies, Stakeholder Engagement, Interviewing, Talent Acquisition, Process and Workflow Optimization, CRM, Information Management, Documentation, Risk Management, Cross-Functional Collaboration, Leadership, Event Planning, Project Budgeting, Strategic Planning, Brand Development, Content Development, User Testing, UX, UI, Project Integration, Website Development

## RELEVANT WORK EXPERIENCE

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### Simpson Associates

An executive search group under Grandlark Group, based in Vancouver, BC.

#### **Research Associate, Talent Operations | Oct. 2022 – Present**

- Liaise with candidates and clients throughout the recruitment process, conducting in-depth interviews and maintaining accurate records of assessments and feedback.
- Manage candidate experience strategy with a focus on inclusivity, support, and confidentiality.
- Implement efficient information management systems and contribute to CRM/database upgrades using agile frameworks and iterative feedback.
- Coordinate with software vendors and internal leadership to define scope, document functional requirements, and support phased implementation.
- Write business cases to justify projects, articulating needs, costs, benefits, and risks.
- Plan, track, and report on deliverables, schedules, and risk mitigation using Trello, Excel, and Microsoft Project.
- Facilitate company-wide visioning sessions and cross-functional meetings to align stakeholders and drive engagement.

### Electronic Textual Cultures Lab

A digital humanities lab based out of the University of Victoria dedicated to open scholarship.

#### **Project Manager | Nov. 2020 – Dec. 2022**

- Managed multi-site academic website redesigns within budget and schedule using Waterfall and Hybrid methodologies.
- Created WBS, Gantt charts, risk registers, and documentation templates to guide project execution.
- Led daily team coordination and bi-weekly stakeholder reviews using Basecamp and other tools.
- Facilitated iterative content/design updates based on user and stakeholder feedback.
- Coordinated logistics for large-scale conferences with 1,100+ attendees and 120+ sessions.
- Conducted integration testing, quality assurance, and successful website launches.
- Delivered high-traffic digital products tied to strategic announcements and stakeholder goals.
- Improved usability and onboarded 100+ new users to open scholarship platforms.
- Produced post-project documentation, reporting, and knowledge transfer materials.

## **Dominique Forand Creations**

A consulting service dedicated to enhancing leadership development and organizational effectiveness.

### **Project Manager | Aug. 2017 – Feb. 2019**

- Led an agile brand and website launch project, enhancing client visibility and user engagement.
- Defined scope, charter, and risks in collaboration with the sponsor; conducted SWOT analysis.
- Facilitated iterative design sprints with cross-functional teams and executive stakeholders.
- Managed workflows and task ownership using Trello, real-time messaging, and cloud-based tools.
- Oversaw delivery of branding assets and website features; coordinated user testing and quality assurance.
- Tracked engagement KPIs and adapted deliverables based on client and partner feedback.
- Completed full project closeout with documentation, review, and lessons learned.
- Supported the CEO with scheduling, research, and admin tasks.
- Ensured on-time delivery through effective communication, coordination, and project tracking.

## **This Table / Olive the Senses**

A gourmet food e-commerce platform specializing in high-end ingredients and accompanying recipes, aiming to elevate culinary experiences for food enthusiasts.

### **Communications / Marketing Manager | Sept. 2015 – Sept. 2017**

- Coordinated launch of a gourmet e-commerce platform with inventory, recipe blog, and POS.
- Led kickoff meetings, developed a project charter, and updated sprint plans in Jira.
- Conducted user testing and KPI tracking.
- Managed social media accounts across multiple platforms for Olive the Senses and This Table.
- Developed and implemented effective social media strategies to increase visibility and engagement.
- Created engaging content, including posts, images, and videos in collaboration with cross-functional teams to ensure alignment of social media strategies with initiatives throughout the company.

## **SUPPLEMENTARY EXPERIENCE**

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In addition to the above, I worked as a learning coach for a non-profit supporting students with diverse learning needs, and held roles as a research assistant, teaching assistant, and server while completing my studies.

## **CERTIFICATIONS**

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### **Project Management Professional (PMP) Certification**

**June 2025**

View certificate: [https://coursera.org/verify/professional-cert/7D4\\$BDSQKS2F](https://coursera.org/verify/professional-cert/7D4$BDSQKS2F)

## **EDUCATION**

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### **Master of Arts in Sociology**

**Sept. 2020 – Aug. 2022**

*University of Victoria | GPA: 8.4/9.0*

Concentration in Cultural, Social, and Political Thought

**Thesis:** A Siri-ous Conversation about AI: Understanding Human Relationships with Artificial Intelligence

**Supervisors:** Dr. William K. Carroll (Sociology) and Dr. Jentery Sayers (English)

## Bachelor of Arts in Sociology, with Distinction

Sept. 2013 – May 2020

University of Victoria | GPA: 7.6/9.0

Minor in Technology and Society

**Thesis:** Creating Context for the Democratization of Technology: Exploring Platforms for Decentralization of the Internet and Digital Knowledge Commons

**Supervisors:** Dr. William K. Carroll (Sociology) and Dr. Jentery Sayers (English)

## Certificate in Business Administration

May 2015 – July 2015

University of Victoria, Division of Continuing Studies

## COMMITTEES & SERVICE

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### Canadian Centre for Policy Alternatives British Columbia (CCPA-BC)

Volunteer

Nov. 2023 – present

### University of Victoria

MA Student Representative, Sociology Department

Sept. 2021 – Aug. 2022

Graduate Student Representative, Ass. Dean Academic Search Committee

Sept. 2021 – Aug. 2022

Representative, Student Affairs Committee 2020

Sept. 2020 – Aug. 2021

Department Representative for Grad Council

Sept. 2020 – Aug. 2021

## PUBLICATIONS & PRESENTATIONS

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Jensen, G., Arbuckle, A., Winter, C., Jespersen, T., Fontenot, T., Siemens, R., Group, E. R., & Group, I. R. (2022).

Fostering Digital Communities of Care: Safety, Security, and Trust in the Canadian Humanities and Social Sciences Commons. IDEAH. <https://doi.org/10.21428/f1f23564.ed75625f>

Jensen, G., Arbuckle, A., Winter, C., Jespersen, T., & Siemens, R. (2021, June 7). Fostering Digital Communities of Care: Safety, Security, and Trust in the Canadian Humanities and Social Sciences Commons [Conference Presentation].

[https://drive.google.com/file/d/1oIA92kJ7ibzHs7CII75qSDjnhHyV3Rxc/view?usp=sharing&usp=embed\\_facebook](https://drive.google.com/file/d/1oIA92kJ7ibzHs7CII75qSDjnhHyV3Rxc/view?usp=sharing&usp=embed_facebook)

Jensen, G., & Jespersen, T. (2022, December 9). New Pastures: Expanding the Humanities and Social Sciences Commons [Conference Presentation]. Putting Open Social Scholarship Into Practice, Victoria, BC, Canada.

<https://inke.ca/putting-open-social-scholarship-into-practice/>

Jespersen, T. (2022). A Siri-ous Conversation about AI: Understanding Human Relationships with Artificial Intelligence [Thesis]. <https://dspace.library.uvic.ca/handle/1828/14132>

Jespersen, T., Jensen, G., Winter, C., Arbuckle, A., & Group, R. S. with the I. R. (2022). Open, Collaborative Commons: Web3, Blockchain, and Next Steps for the Canadian Humanities and Social Sciences Commons. Pop! Public.

Open. Participatory, 4. <https://popjournal.ca/issue04/jespersen>

See my ORCID page for a list of my publications and works: <https://orcid.org/0000-0002-1347-370X>