

DANIEL UMANA, MEd

AI Education & Program Leader | AI Literacy Curriculum & Tools | K-12-to-Career Pathways

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PROFESSIONAL SUMMARY

AI education leader with nearly a decade of experience designing, launching, and scaling technology-enabled learning programs across K-12 and higher education. Builds the full stack of AI literacy work: institutional frameworks, credentialed curriculum, educator enablement, and the AI-powered tools and applications that make them real. Proven record leading cross-functional teams, school and community partners, and multi-stakeholder initiatives that connect learning to workforce and college-and-career readiness. Pairs an execution-first, data-driven operating style with hands-on classroom, school-leadership, and program-building experience. Bilingual (English/Spanish).

CORE COMPETENCIES

- AI Literacy Curriculum & Microcredentials
- AI Tool & Application Development
- K-12, School & Community Partnerships
- Program Pilot Design, Launch & Scaling
- Workforce & College/Career Readiness
- AI Frameworks & Responsible-Use Standards
- Cross-Functional Program Management
- Educator Enablement & Onboarding Kits
- Program Impact Tracking & Executive Reporting
- Bilingual: English / Spanish

PROFESSIONAL EXPERIENCE

Digital Learning Center (DLC) Manager

Montgomery College

Aug 2024 – Present

Rockville, MD

Strategic and operational lead for a centralized AI literacy and digital learning hub, with responsibility for AI program strategy, partnerships, data, and team leadership.

- **Designed and launched an AI literacy microcredential end-to-end** (intake, registration, tracking, evaluation, and outcomes reporting), graduating 25 students in its first year and authoring the open-access curriculum (Pressbook).
- **Led a cross-functional faculty-and-staff team to create ALIGN (AI Levels for Instructional Guidance and Navigation)**, a college-wide six-level framework giving faculty shared language for AI expectations on assignments; co-authored the white paper, practical faculty guides, and assignment-level checklists.
- **Helped define institution-wide acceptable-use standards for generative AI** through the college's AI-inclusive curriculum guidelines initiative (AMP 3.3.b), supporting responsible adoption across student-facing programs and operations.
- **Part of Montgomery College's AI Taskforce**, a group that sought to create AI-related policy for the college
- **Designed and delivered 7+ distinct AI literacy workshops** for students, faculty, and K-12 audiences (e.g., "AI: Friend or Foe?," "AI Study Ready," "AI and You"), contributing to 1,174 attendees across 60+ sessions in a single semester.
- **Drove 515% growth in program participation in one semester** (~750 to ~4,600 students) through AI-enabled program redesign, targeted outreach, and partner collaboration.
- **Led K-12 and community outreach** to area middle and elementary schools (4 middle + 1 elementary, Fall 2025; 2 middle schools, Spring 2026), delivering AI literacy sessions linking students to college-and-career pathways.
- **Planned and delivered AI Literacy Day**, a campus showcase drawing 82 faculty, staff, and students, featuring a keynote and faculty-curriculum demonstrations.
- **Built and own operational data pipelines and recurring executive reporting** on participation, educator reach, and program outcomes to guide leadership decisions and resource allocation.
- **Managed and developed a nine-person team and a 100-device technology lending program**, building SOPs for AI-supported service delivery, lending, program execution, and staff onboarding.

Graduate Research Assistant

American University, School of Education

Part-time, concurrent with doctoral studies.

May 2026 – Present

Washington, DC

- **Research assistant to Dr. William N. Thomas IV, Ed.D.**, supporting a qualitative study analyzing the connection between AI-enabled assignments and Self-Determination Theory.
- **Built a full-stack, AI-powered coding applications** that improves syllabus decoding, assignment redesign, and database searching.
- **Manage coding workflows, codebook iteration, and research documentation** supporting a forthcoming book proposal.
- **Building out pedagogy framework** that brings self-determination theory and artificial intelligence tools in framework for educators

Founding Dean of Students

Uncommon Public Schools

Jun 2023 – Jul 2024

Brooklyn, NY

- **Co-developed mission, vision, and core values for a new campus**, translating strategy into operating systems, routines, and staff expectations.
- **Designed and implemented data-driven student support systems** serving 90 students and 20 staff, monitoring outcomes and iterating on interventions.
- **Led staff onboarding, training, and coaching**, embedding consistent practices, feedback loops, and accountability structures.

School Culture Specialist

Rocketship Public Schools

Jun 2022 – Jul 2023

Washington, DC

- **Developed and executed data-informed operational plans** supporting daily school functions for 220+ students and 50 staff.
- **Designed and facilitated professional development for 100+ educators**, strengthening adoption of tools, consistency of practice, and instructional alignment.
- **Led onboarding and community engagement initiatives**, improving coordination, trust, and stakeholder alignment.

Dean of Students

DC Scholars Public Charter School

Jun 2021 – Jul 2022

Washington, DC

- **Led organization-wide data collection and analysis**, informing attendance, engagement, and student support strategy.
- **Facilitated professional learning communities** aligning 50+ staff around shared goals and continuous improvement.
- **Planned, budgeted, and managed a student-facing operation** serving 500+ participants with full operational and financial oversight.

Dean of Students / Grade Chair & 4th Grade Teacher

Breakthrough Public Schools

Jun 2017 – Jul 2021

Cleveland, OH

- **Led rapid transition to virtual operations during COVID-19**, designing systems adopted by 400 students and 40 staff (Dean of Students, 2020–2021).
- **Led grade-level planning and delivered curriculum to 90+ students**; provided professional development on instructional technology to 50+ staff (Grade Chair/Teacher, 2017–2020).

AI TOOLS & APPLICATIONS BUILT

- **Epistemic Density Framework (EDF) Tool** — Designed an original framework and built an interactive web tool that color-codes each sentence of an assignment by how AI-familiar versus human-specific it is, then suggests redesigns that protect original student thinking; helps faculty build AI-resilient assignments. (HTML/CSS/JavaScript.)

- **CLEAR Accessibility Coach** — Built an AI-powered web application that audits instructional materials (PowerPoint, Word, PDF, HTML) against a digital-accessibility framework and generates actionable reports to help faculty design more accessible courses. (Python/Flask + Anthropic Claude API.) using Dr. Paul Miller’s CLEAR framework.
- **Doctoral Competency Self-Assessment App** — Designed and built an interactive web app for doctoral students to self-assess against program competencies, visualize results, export a PDF, and track growth over time; replaced a static paper form for the cohort. (Next.js + Supabase.)
- **Abbott Elementary Qualitative Coding App** — Architected a full-stack application that uses AI to code television episodes against Self-Determination Theory constructs, producing structured codebooks and season-level research outputs (see Graduate Research Assistant). (Python/Flask + Next.js + Claude API.)

EDUCATION

Doctor of Education (Ed.D.), Education Policy & Leadership American University, School of Education — Washington, DC	Expected May 2028
Master of Science in Education — Johns Hopkins University Baltimore, MD	Jul 2019
Bachelor of Science, Public Health Science — University of Maryland College Park, MD	Dec 2016

CERTIFICATIONS & PROFESSIONAL TRAINING

- Generative AI Leadership & Strategy — Vanderbilt University (Oct 2024)
- Generative AI for Educators & Teachers — Vanderbilt University (Oct 2024)
- AI in Education — University of Pennsylvania (Nov 2024)
- AI+ Educator — AI Certs (Sep 2025)
- Leading Responsible AI in Organizations — LinkedIn Learning (Feb 2025)
- Generative AI: Impact, Considerations & Ethical Issues — IBM (Dec 2024)
- Emerging Policy & Advocacy Leaders Series — Leadership for Educational Equity (Sep 2023)

PRESENTATIONS, LEADERSHIP & AWARDS

- Speaker, Montgomery College igniTe Hub — “AI: Friend or Foe? / The AI Debate: Progress or Problem?” (Future of Tech Lunch & Learn, May 2026)
- Speaker, CALD Conference 2025 — “Building Student-Facing GenAI Resources” (Rockville, MD)
- Presenter, Maryland Latinos Unidos Futurist Summit 2025
- Graduate, Montgomery College Leadership Development Institute (32nd Cohort); recipient of the peer-selected Joyce Gray Memorial Award (2026)
- Mentor, Montgomery College AI Club (2024 – Present)

TECHNICAL SKILLS

AI & GenAI: ChatGPT, Microsoft Copilot, Google Gemini, Anthropic Claude (incl. Claude API)
Development: Next.js / React, Python / Flask, Supabase / PostgreSQL, HTML, CSS, JavaScript, TypeScript
Content & Productivity: Microsoft 365, Google Workspace, Pressbooks, H5P
Operations: Operational tracking & reporting systems; Windows & macOS