Stephen Punter

Senior Learning Designer | Auckland, New Zealand

Phone: 0276 333 331
Email: s.punter@gmail.com
LinkedIn: linkedin.com/in/stephen-j-punter

Professional Summary

Learning Designer and Content Developer with 15+ years' experience creating learner-centred, engaging, and practical learning experiences across corporate and tertiary settings. Skilled in conducting training needs analysis to align solutions with organisational priorities and learner requirements. Experienced in designing eLearning, blended programmes, simulations, and workshops that simplify complex topics into clear, accessible learning. Strong track record in instructional design, facilitation, and project management, with expertise in collaborating with subject matter experts, cultural advisors, and business stakeholders. Passionate about applying adult learning principles, creative design, and digital tools to deliver impactful and scalable learning solutions.

Key Skills

- Learning Design & Content Creation – eLearning, simulations, toolkits, microlearning
- Training Needs Analysis (TNA) – identifying capability gaps, aligning learning to organisational goals
- Learner-Centred Design – creating inclusive, culturally responsive learning experiences
- Facilitation – in-person training, webinars, group workshops
- Collaboration – SMEs, business stakeholders
- Project Management – managing multiple programmes, QA, version control
- Tools & Platforms – Articulate 360, Rise, Storyline, Adobe Creative Suite, Canva, LMS (Canvas, Workday), SCORM
- Cultural Responsiveness – embedding Te Tiriti o Waitangi principles, inclusive design and elements of Te Whare Tapa Whā

AI-Enhanced Learning Design

- Prompting and applying LLMs (ChatGPT, Copilot, Deepseek, Gemini) for learning design and content evaluation
- AI-based video and voice creation using Vylond, ElevenLabs, Synthesia
- Video creation using DALL-E and Midjourney

Work Experience

Senior Learning Designer | AIA | 2021–Present
- Lead end-to-end design of blended and digital learning programmes for compliance, leadership, and technical training
- Shot and edited video, including audio recording and editing for learning content, voiceovers and podcasts
- Translated complex regulatory and technical content into clear, learner-focused eLearning and workshops
- Collaborate with SMEs to produce high-quality learning aligned to organisational goals
- Facilitate webinars and workshops for staff and advisers across New Zealand
- Managed multiple projects simultaneously, maintaining quality and delivery timelines

Key Projects
- COFI Legislation Training – designed scalable compliance learning for 800+ staff and advisers, including microlearning, webinars, and facilitator resources.
- Health & Safety Programme 2025 – developed blended learning to prepare staff for new workplace environments.
- Global Compliance Training – localised multi-language compliance content into clear, accessible learning for 26,000 staff globally.
- Created e-learning modules across topics such as Anti Money Laundering, Unconscious Biases, Bullying and Harassment, Counter Terrorist Financing

Digital Marketing Tutor | NZ Institute of Education | 2019–2021
- Designed and delivered NZQA Level 7 digital marketing content, assessments, and workshops.
- Facilitated engaging learning experiences using Zoom and Canvas LMS.
- Applied adult learning principles to support diverse learner needs.

Education
- Certificate in Generative AI, Open Polytechnic, 2025
- Certificate in Learning Design, Southern Institute of Technology, 2024
- Certificate in Adult and Tertiary Training, Open Polytechnic, 2022
- Diploma in Digital Marketing, NZ Institute of Education, 2019

Testimonials
"Stephen has been skilled and helpful in developing learning materials for Group Compliance for use group-wide. He is patient, collaborative and very easy to engage with." – Anthony Sylvester, Group AIA Hong Kong

"You've been a strong foundation for not just me, but the whole L&OD team. The support you provide is unmatched." – Max Griffin, Junior Learning Designer, AIA

"You have gone above and beyond in the development of the RAI module. You are a creative genius!" – Kiyara Munaweera, Group AIA Hong Kong