
EXPERIENCE

HIGH SCHOOL ESL TEACHER

Chelsea High School; Chelsea, MA; 08/2003 - Present

- Massachusetts certified 8-12 ESL teacher
- Trainer in SIOP
- Trainer in MELA-O
- Helped to design and implement curriculum for intermediate ELL students in grammar and English usage, following the Massachusetts Frameworks
- Prepare ELL students for the state's MCAS by teaching several after-school and Saturday classes
- Designed and implement a curriculum for a reading and writing class, in accordance with the Massachusetts Frameworks
- Participate in extra-curricular activities and keep in close contact with students' families
- Advisor to the Multi-Cultural Club
- Advisor to the Class of 2007
- Girl Scout Troop Leader

PROGRAM ASSISTANT

Global Works, Inc.; Yucatan, Mexico; 06/28/2003 - 07/25/2003

- Supervised and guided 17 American teenagers in various adventure, cultural and service activities throughout the Yucatan Peninsula
- Co-managed the program's accounting budget of \$22,000

SUBSTITUTE TEACHER

Licking County Education Services; Ohio; 11/2002 - 06/2003

- Certified multi-age Spanish long-term substitute in four school districts

Columbus Refugee and Immigrant Services; Columbus, Ohio; 1/2003 - 05/2003

- Adult ESL class instructor

EDUCATION CONSULTANT

Pro-Ensino - Primary Education Project of German Technical Cooperation GTZ; Peace Corps; Cape Verde, West Africa; 10/2001 - 08/2002

- Created manual in English and Portuguese on *Creative Teaching Strategies*, published by GTZ.
- Edited GTZ publication, *Strategies and Experiences*.
- Worked as part of a team in visiting primary schools throughout the country four times during the school year:
 - ◆ Met with the representatives of the Ministry of Education, pedagogical coordinators and school principals at each location, to discuss problems and ideas to better the country's primary education system and to monitor each area's progresses and assist in resolving problems
 - ◆ Observed more than 100 classes, giving feedback and aiding teachers in finding active teaching methods to use in the classroom
 - ◆ Planned and executed a 3-tier Earth Day project with two area primary schools consisting of:
 - A workshop on lesson planning and planning field trips revolving around the theme of the importance of water
 - A field trip with the teachers to the local desalinization plant
 - A contest between the two schools for the best and most active lesson plan for Earth Day planned and carried out, culminating in a school-wide Earth Day celebration

HIGH SCHOOL EFL TEACHER

Peace Corps; Cape Verde, West Africa; 09/99 - 07/2001

- Designed and implemented teaching materials for 8th- 12th grades (2nd-6th year English) in a rural high school. (*Topics of lessons included AIDS, Human Rights, Environment, Life Skills and Gender Equality*)

- Co-developed TEFL/HIV awareness curriculum and teaching manual for Cape Verdean secondary classrooms, entitled *AIDS Day Lesson Plan Book*, published by Peace Corps/Cape Verde
- Established a materials bank for use by all teachers of the English Department to use as a resource
- *Co-coordinator of the English Department and all English Department activities;*
 - ◆ coordinate and review lesson plans and exams of all teachers
 - ◆ hold weekly coordination meetings
 - ◆ observe teachers
 - ◆ interview applicants
- Developed and executed a yearly, one-day workshop for in-experienced English teachers on materials development, lesson planning, creative teaching strategies, grammar, discipline, exam writing, etc.
- Co-designed and implemented night classes for adults in the community interested in learning English.
- Resident computer consultant; designed spreadsheet for use with grades; trained teachers on basic computer usage.

TRAINER

Peace Corps; Cape Verde, West Africa

- *07-08/2002: Consultant*
 - ◆ Trained Peace Corps Pre-Service Training (PST) technical trainers in areas of culture, giving and receiving feedback, observation and teaching methodologies and styles
- *07 - 09/2001: Co-coordinator of PST Technical Training in the area of TEFL*
 - ◆ Designed and carried out a 10-week technical program to prepare 12 TEFL trainees for their field assignments
 - ◆ Managed a 10-person technical training staff
 - ◆ Programmed, organized, managed, and executed two "Model Schools", designed to allow high school aged Host Country Nationals (HCNs) to attend summer English lessons while giving the trainees an opportunity to experience teaching before being placed in the field (over 700 HCNs participated in the Model Schools)
 - ◆ Attended weekly technical staff meetings, as well as weekly PST staff meetings
 - ◆ Conducted entrance and exit interviews with technical staff and trainees
 - ◆ Met with other trainers to discuss and resolve problems and concerns with trainees
- *02/2001:* Assisted in the planning and implementation of Peace Corps Life Skills Training to over 50 HCNs prominent in their communities.
- *07 - 09/2000:*
 - ◆ Helped develop curriculum and design materials to conduct 10 week health and safety training program, based on active teaching methods
 - ◆ Assisted in the training of Peace Corps trainees in teaching EFL in the Cape Verdean classroom

ESL, GED AND CITIZENSHIP INSTRUCTOR

Licking County Adult Basic Literacy Education (A.B.L.E.) Program; Newark, Ohio; 10/98 - 05/99

- Volunteered 4-6 hours a week teaching beginning-level ESL and citizenship classes
- Worked 6 hours a week instructing student in the GED program, focusing mainly on English/Literature with a curriculum of reading comprehension, writing skills and grammar usage

EDUCATION

Boston University; Ed.M., TESOL, 2005, Boston, MA

Peace Corps Training; Cape Verde, West Africa; 07/99 - 09/99; intense training in TEFL, Portuguese, Cape Verdean Crioulo, culture, and health and safety

University of Dayton; B.A., International Studies and Spanish, 1998, Dayton, Ohio

Cemanahuac Comunidad Educativa; Cuernavaca, Mexico; summer study abroad