

Jennifer N. Garland
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Educational Background

- 1996 B.A. in English, University of Oregon, R. D. Clark Honors College
- 2002 M.A. in Teaching English to Speakers of Other Languages, Portland State University
- 2008 Ph.D. in Linguistics, University of California, Santa Barbara

Writing-Intensive Work Experience

Texas A&M University

Lecturer (teach undergraduate courses, write lectures and PowerPoint presentations, publish research findings in professional journals), Fall 2008 to Spring 2010

University of California, Santa Barbara

Undergraduate Liaison (maintain and update department website, contribute to department newsletter, disseminate information and announcements through listserv), Fall 2007 to Spring 2008

Teaching Associate/Assistant (teach linguistics courses, write lectures and presentations), Summer 2007, Spring 2008

Portland Community College

Instructor (teach ESL classes, write materials for in-class activities and assignments, present results of research at professional conference), Fall 2002 to Summer 2003

SimplyEnglish.com

Editor/Proofreader (contract position), 2001 to 2008

Technology-focused Work Experience

University of California, Santa Barbara

Research Assistant (develop web-based instructional content), 2005 to 2007

Research Assistant (digitize and catalog audio/video data), 2003 to 2004

Portland State University

Research Assistant (code and transcribe video data using specialized software, develop training materials for new users), 2001 to 2002

Office Administrative/Supervisor Experience

Nissho Iwai American Corporation

Group Supervisor (supervise group, communicate with clients and partners through phone, email, and face-to-face meetings), 1999 to 2000

Document Specialist (review shipping and financial documents for consistency and correctness, resolve discrepancies, maintain accuracy and timeliness, follow company and U.S. Customs guidelines), 1997 to 1999

Unpaid Activities

Event Organization

Panel Organizer: “Commodification and the Marketing of Language,” Panel at the Annual Meeting of the American Anthropological Association, Washington, DC, November 2007 (recruitment of presenters, submission of panel proposal, coordination of individual presenters’ contributions to proposal)

Conference Organizer: Language, Interaction and Social Organization 11th annual conference, University of California, Santa Barbara, May 2005 (Co-President of organizing committee: oversee all aspects of conference planning, including budgeting, fundraising, recruitment of keynote speakers, submission and evaluation of presentation proposals, scheduling, publicity, recruitment and supervision of volunteers; delegate responsibility to members of organizing committee)

Software Proficiency

Microsoft Word, Excel, PowerPoint, Access, Outlook, Internet Explorer; Dreamweaver; R (statistical software); various database programs