

ALMA ERDEN

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PROFESSIONAL PROFILE

Professional international educator and administrator with experience teaching high school in Albania, Turkey, and Kosovo. Detail-focused, excellent communicator, trilingual in Albanian, Turkish, and English.

PROFESSIONAL EXPERIENCE

Edwards Elementary School

October 2018- May 2021

Educational Assistant, Part-time

Ames, Iowa

Hasan Nahi High School

July 2014 - July 2017

Turkish as a Second Language Teacher and Vice Principal, Full-time

Pristina, Kosovo

- Provided academic advising and guidance for 75 students
- Organized social activities within school
- Supervised students in International Science Olympiads (Genius Olympiad, NY, USA, 2015); INESPO, Netherlands, 2016
- Assisted in student recruitment
- Assisted in the communication between the school and community
- Instructor of Turkish Olympiad team
- Coordinator of the intelligence contest (EUREKA) in 2015 and in 2016. EUREKA is held nationwide in Kosovo and approximately 1800 ninth graders participate each year

Anafen Tutoring Center

August 2013 - June 2014

English as a Second Language Teacher, Full-time

Istanbul, Turkey

- Assisted in student recruitment
- Provided guidance for 50 students

Horizontet e Reja Association

August 2009 - June 2012

Director of Pranvera Dormitory, (A female college students` dormitory), Full-time

Tirana, Albania

- Maintained paperwork related to the dorm
- Oversaw the job activities of the dorm staff
- Devised extracurricular activities for student development

Gulistan Educational Company (Mehmet Akif High School)

August 2000 - July 2008

Turkish as a Second Language Teacher, Full-time

Tirana, Albania

- Instructed the Turkish Olympiad Team
- Provided academic advising for students with interest in linguistics
- Elected as Master of ceremonies of the events organized by Gulistan Educational Company

- Coordinated Konkursi Shkencor (2004 and 2005).
Konkursi Shkencor is a Science Contest organized by Mehmet Akif High School for eighth graders nationwide in Albania. Approximately 200 students take part each year.

EDUCATION

B.A., Specialist of Turkish, <i>University of Tirana</i>	2016- 2000
M.S., Learning Technologies and Design, <i>University of Missouri</i>	2020-Present

CONTINUING EDUCATION

- Teaching Turkish Seminar, *Dilset Publication (Participation Certificate)* 19 – 22 March, 2005
Istanbul, Turkey
- Turkish as a Second Language teaching methods seminar, *Dilset Publication (Participation Certificate)* 05 – 09 July, 2004
Istanbul, Turkey
- Lifelong Learning Seminar, *INKA (Participation Certificate)* 02 – 05 January, 2002
Tirana, Albania
- Lifelong Personal Development, *INKA (Participation Certificate)* 02 – 04 September, 2001
Tirana, Albania

LANGUAGES

Albanian	Native Language
English	Advanced
Turkish	Advanced

SKILLS

Microsoft Office, Google Suite, Instructional Design, Ux & UI, Adobe Captivate, Evaluation of Information Systems, Usability & Accessibility, Interaction Design