

AUDREY WELCH

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English Language Teacher

Chicago, Illinois

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Effective and engaging education professional with 3 years of teaching experience both domestically and internationally with proven leadership abilities. Demonstrates patience and cultural awareness and thrives in challenging environments. Currently teaching 9 credits at College of Lake County and 6 credits at Harper College. Passionate about the whole experience of the learner, inside the classroom and out.

WORK EXPERIENCE

ADJUNCT FACULTY, ADULT EDUCATION

College of Lake County | Aug, 2017 – Present

Develop program syllabi according to program, state, and federal standards, instruct 170-minute lessons in advanced reading, writing, and grammar, evaluate student progress in attaining goals and objectives, and assess using the TABE. Courses taught:

- ALE 067-069 Intensive High Advanced ESL for Transitions | Fall 2017, Spring 2018

ADJUNCT FACULTY, ADULT ESL LITERACY

Harper College | May 2017 – Present

Create a classroom environment conducive to learning and appropriate to the maturity and interest of the students, establish clear objectives according to the Workforce Innovation and Opportunity Act and communicate these objectives to students, keep accurate records, and evaluate student progress informally and by using the CASAS test. Courses taught:

- English Literacy Acquisition VI - Low Intermediate ESL | Fall 2017, Spring 2018
- English Literacy Acquisition II - Basic Literacy ESL | Fall 2017
- Adult Conversation Skills/Adult Employment Skills | Summer 2017

GRADUATE RESEARCH ASSISTANT

Wheaton College Graduate School | Nov, 2015 – Dec, 2016

Worked as a research assistant on a project focusing on the methodology for teaching English to children in bilingual schools in Colombia and Indonesia.

- Transcribed 12 hours of audio, unitized each transcript, and entered transcripts into QDA Miner 4.0 to code the data into categories
- Used findings from the research to co-write two articles

GRADUATE RESEARCH ASSISTANT

Wheaton College Graduate School | Jul, 2016 – Dec, 2016

Worked as a research assistant to a professor writing a book of essays.

- Collaborated with the two authors of the Langham-published book to edit ten 9,000-word essays
- Formatted each essay into Turabian
- Prepared manuscript to be sent to the publisher

GRADUATE TEACHING ASSISTANT

Wheaton College Graduate School | Aug, 2016 – Dec, 2016

- Supported faculty in preparation of their courses and assisted in preparation and set-up for departmental events
- Communicated with schools and organizations locally and abroad in order to maintain updated records
- Created organizational systems for future assistants and guided the training of the new teaching assistant

INTERN

Harper College | Sep, 2016 – Dec, 2016

Aided the head teacher in her intermediate Grammar class to adult students.

- Designed lesson plans to introduce new concepts and allow for student practice
- Aided small groups of students in homework correction, grammar assignments, and communicative activities

ENGLISH AS A SECOND LANGUAGE INSTRUCTOR

English Language Center, Inc. | Jul, 2013 – Dec, 2013

Taught Conversational English, Grammar, and Speaking & Listening to International students in Santa Barbara, CA.

- Wrote lesson plans for three 100-minute courses per day, five days per week
- Taught adult learners from a variety of countries around the world in class sizes of 5 to 15
- Developed and administered weekly assessments as well as prepared students for the FCE Cambridge Exam

ENGLISH AS A FOREIGN LANGUAGE TEACHER

Heilongjiang East College | Jul, 2012 – Jun, 2013

Taught Spoken English, Business English, and Task-Based English to 210 sophomore and junior English Majors in Harbin, China.

- Developed curriculum for 4 unique Oral and Business English courses, totaling 16 hours per week
- Assessed student progress through conducting written and oral midterm and final examinations
- Planned and coordinated extracurricular community events to facilitate casual English conversation and learning

EDUCATION

WHEATON COLLEGE GRADUATE SCHOOL

M.A. Teaching English to Speakers of Other Languages & Intercultural Studies |
Aug, 2015 – Dec, 2016
Wheaton, IL

WHEATON COLLEGE GRADUATE SCHOOL

TEFL Certificate | Aug, 2012 – Dec, 2012
Beijing, China

WESTMONT COLLEGE

B.A. Liberal Studies, Music Minor | Aug, 2008 – May, 2012
Santa Barbara, CA