

AUDREY WELCH

A
W

English Language Teacher

Chicago, Illinois

welch.audrey1@gmail.com

Effective and engaging education professional with 2 years of teaching experience both domestically and internationally with proven leadership abilities. Demonstrates patience and cultural awareness and thrives in challenging environments. Passionate about the whole experience of the learner, inside the classroom and out. Gets excited about positive attitudes, playing the violin, sailing, and story-telling.

WORK EXPERIENCE

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 brief lesson plans to introduce a new concept 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 Oral and Business 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

Certification in TESOL | Aug, 2012 – Dec, 2012
Beijing, China

WESTMONT COLLEGE

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