

## | Skills

### Research and Data Analysis

Through doctoral studies at Newcastle University and academic research at Manchester Metropolitan University I am trained in data collection, analysis, and presentation. I have also used these skills in various volunteer capacities for charities and start-ups including in agile projects. I have designed and run a postgraduate level module in research methods and quantitative analysis using R and provided one-to-one and group mentoring, advising and supporting students and staff in experimental and statistical methods.

### Communication

Effective communication has been central to my career both in academia and beyond. I have presented complex research findings at institutional and international conferences to mixed audiences, ensuring clarity, whether addressing specialists or broader stakeholders. In addition, my roles outside of research - such as managing communications for a start-up school and coordinating volunteer teams as a music administrator have refined my ability to communicate detail with clarity and efficiency.

### Self-motivation and problem-solving

Having worked in a small academic environment for many years I have the skills and self-motivation to learn new skills, techniques and software. Through independent project management I have developed the ability to troubleshoot and problem solve both alone and in a team. I have put these to use in both my PhD research where I independently learned various skills and techniques while working alone, and in a small startup team with Alcuin's school where I have sourced tools and approaches for volunteers and launch events.

### Teaching and Training

I bring over five years of experience in higher education, having crafted and delivered lectures, seminars, and workshops at an undergraduate level and designed and run a postgraduate level module in research methods and quantitative analysis using R. My role as a lab manager at Newcastle University included one-to-one and group mentoring, where I advised and supported students and staff in experimental and statistical methods and my roles at both Newcastle and Manchester Metropolitan University have involved training and supervising research assistants where I have communicated complex technical concepts to students including transferring skills that they could take forwards into their own ongoing work.

### Organisation and Administration

I excel at coordinating people, processes and resources to deliver both individual impactful events and ongoing structures. While chairing the conference organising teams I have orchestrated committee communication, liaised with other departments, and guided events from planning through execution. I launched peer-driven writing groups at both universities I have worked at, coordinating schedules, securing venues and facilitating training sessions to foster collaborative writing. As music administrator I administrated communication and reporting systems and managed volunteers week to week as well as directing a complex team of staff and volunteers for large events, anticipating logistical hurdles to ensure polished performances under tight timelines.

## | Education

2018–2023	<b>PhD Linguistics</b> , Newcastle University, Newcastle upon Tyne
2017–2018	<b>MA Applied Linguistics Research</b> , Newcastle University, Newcastle upon Tyne, <i>Distinction</i>
2014–2017	<b>BA Linguistics</b> , Newcastle University, Newcastle upon Tyne
2025–present	<b>Python for Data Science</b> , Code Academy
2025–present	<b>Learn SQL</b> , Code Academy

## | Experience

### Employment

2024–2025	<b>Research Associate</b> , Manchester Metropolitan University, Manchester
	Responsible for managing, processing, and analysing sound data from the Manchester Voices Project. Contributed to a public facing research book and first authored two academic papers. Also supported research efforts in another parts of the department.

- 2023-2024 Associate Lecturer, Newcastle University, Newcastle upon Tyne, Preparing and delivering lectures, seminars, and workshops to undergraduate students
- 2018–2024 Postgraduate Tutor, Newcastle University, Newcastle upon Tyne, Preparing and delivering lectures, seminars, and workshops to undergraduate and postgraduate students
- 2023-2024 Music Assistant, Jesmond Parish Church, Newcastle upon Tyne, Volunteer management, email communication, copyright administration, event planning and management
- 2022–2023 Research Assistant - Linguistics Lab Manager, Newcastle University, Newcastle upon Tyne, Research support, mentoring, and training
- Voluntary
- 2023-present Communications and Marketing Volunteer, Alcuin's School, Newcastle upon Tyne, Within a team managing communications and marketing for a start-up independent school

## | Skill matrix

 basic knowledge

 intermediate knowledge with some project experience

 extensive project experience

 deepened expert knowledge

 expert / specialist

Level	Skill	Years	Comment
Language:	R	8	<i>skills in data manipulation and data visualisation in the tidyverse, and in statistics including mixed effect modelling and generalised additive mixed modelling. Teaching experience in all of the above.</i>
	$\text{\LaTeX}$	7	<i>produced reports, papers, and presentations in <math>\text{\LaTeX}</math></i>
	Python	1	<i>introductory training, including data analysis</i>
	HTML:	3	<i>capable of basic html editing</i>