







# Jessica M. Alexander

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 @je55bot

## Education

2004 **B.A. in Linguistics** with distinction, Boston University, *summa cum laude*  
Thesis: "Frequency, Prosody, and French Liaison: Testing Bybee's Hypothesis"  
Advisor: Dr. Jonathan Barnes

## Publications

**Alexander, J. M.** and Buzzell, G. A. (2023). Emotional Context and Predictability in Naturalistic Reading Aloud. *Emotion*, 24(3), 617-627.

## Conference Posters

Sahar, L., **Alexander, J. M.**, Buzzell, G.A. (2024, April 1) Unfamiliarity reveals prosodic correlates of social anxiety: evidence from naturalistic reading. [Poster presentation]. GSAW Scholarly Forum at Florida International University, Miami, FL, USA.

**Alexander, J. M.**, Lopez-Nuñez, A., Rodriguez, B. M., Duncombe, A. N., Malykke, S. B., Buzzell, G. A. (2022, October 6-8). Effects of Lexical Valence and Emotional (In)Congruency in Naturalistic Reading Aloud. [Poster presentation]. 14<sup>th</sup> Annual Meeting of the Society for the Neurobiology of Language, Philadelphia, PA, USA.

## Grants & Fellowships

2024 **Carlota Smith Fellowship**, UT Austin [\$1062]  
2024 **Hertz Fellowship Finalist**, Fannie and John Hertz Foundation  
2001-2004 **Merit Scholarship**, Boston University [50% coverage of tuition]

## Professional Experience (curated for relevance)

2021-2023 **Neural Dynamics of Control Laboratory at Florida International University**  
PI: Dr. George A. Buzzell  
*Cognitive neuroscience research lab focused on cognitive control, self-monitoring, and social anxiety in naturalistic task settings*  
**Lab Manager**

- Organized launch activities for \$2.5M NIMH grant (R01 MH131637), including hiring staff, establishing procurement lines, coordinating translations of consent forms and study questionnaires, and ensuring completion of university conflict of interest requirements from all study team members
- Contributed to the design, piloting, and drafting of successful \$257K NIMH grant (R21 MH131928)
- Supported PI, graduate students, and research assistants to assure efficient timelines, clear procedures, quality of research, and overall lab organization (across GitHub, Google Drive, Slack and the FIU HPC)

- Managed IRB protocols (~10) for all active studies, including initial submission, amendments, and compliance monitoring
- Recruited, interviewed, and trained undergraduate research assistants
- Assisted with management of lab budget, including expenditure tracking and forecasting
- Facilitated NIMH research award program (R01, R21) grant applications with organizational administration and editorial feedback
- Actively collaborated in the creation of study protocols, data preprocessing, and analysis scripts

Feb-Nov 2021 **Latinxs, Language, and Mexican American Studies (LLAMA) Lab at UT Austin**

PI: Dr. Belem López

*Psycholinguistic and sociolinguistic research lab examining the long-term outcomes of bilingual language brokering experiences*

**Volunteer Research Assistant**

- Contributed 34 journal articles to annotated bibliography on themes of language, bilingualism, and emotion during Summer and Fall 2021

2011-2021 **Idem Translations, Inc.**

*Largest independently owned translation company in the United States that specializes in serving the life sciences community, from preclinical research to postmarket surveillance*

**VP, Quality & Operations (2014-2021)**

- Multi-functional role on geographically-diverse, 20-person team
- Facilitated daily operations and supported company-wide improvement projects
- Monitored metrics to analyze business performance and quality initiatives; translated data findings to top management to inform strategic decision-making
- Created informative, actionable reporting to highlight business strengths and opportunities
- Communicated complex quality system issues to management and production staff
- Represented production group as interface with database manager for increased data access and UX improvements to homegrown, SQL-based, project- and business-management tool
- Recruited and trained new project managers on system tools, processes, and expectations
- Oversaw recruitment and relationship maintenance for pool of 700+ freelance vendors
- Administered toolkit of technological resources available to project management team

**Director, Quality (2012-2014)**

- Built data funnels and developed analytics to shift organization from intuition- to fact-based decision-making
- Rewrote full set of operational procedures in order to achieve certification to two additional ISO standards
- Forged group dynamic obsessed with getting every detail right in the service of our customers

**Project Manager (2011-2012)**

- Managed life sciences translation projects (quotation, budgeting, schedule, vendor coordination, client interface)

2007-2011 **Self-Employed Translator and Editor**

- Managed all aspects of sole proprietorship, translating French-to-English and Chinese-to-English documents with a focus on marketing copy, creative content, and literary endeavors
- Edited creative English content for grammar, style, voice, and readability

## Academic Translations

Chong, L.J. and Meyer, A. (2022) Parent Sensitivity to Child Errors Index.

<https://katlabatfsu.weebly.com/self-report-measures.html>. US/LatAm Spanish

Translation: A. G. García Morazzani, L. Gallardo, E. Machado, **J. M. Alexander**, G. A. Buzzell. (Original survey published 2019).

- Chong, L.J. and Meyer, A. (2022) Parent Report on Child Error Sensitivity Index. <https://katlabatfsu.weebly.com/self-report-measures.html>. US/LatAm Spanish Translation: A. G. García Morazzani, L. Gallardo, E. Machado, **J. M. Alexander**, G. A. Buzzell. (Original survey published 2019).
- Thorell, L.B. (2021). Adult Executive Functioning Inventory (ADEXI): Self-Report and Other-Report. <https://chexi.se>. US/LatAm Spanish Translations: A. N. Fischer, L. Gallardo, E. Machado, **J. M. Alexander**, G. A. Buzzell. (Original surveys published 2018).
- Thorell, L.B. (2021). Childhood Executive Functioning Inventory (CHEXI): Parent/Teacher Report. <https://chexi.se>. US/LatAm Spanish Translation: A. N. Fischer, L. Gallardo, E. Machado, **J. M. Alexander**, G. A. Buzzell. (Original survey published 2008).
- Thorell, L.B. (2021). Teenage Executive Functioning Inventory (TEXI): Self-Report and Parent/Teacher Report. <https://chexi.se>. US/LatAm Spanish Translations: A. N. Fischer, L. Gallardo, E. Machado, **J. M. Alexander**, G. A. Buzzell. (Original surveys published 2020).

## Skills

Data Collection:									
REDCap		SONA		PsychoPy		Pavlovia		Gorilla	
●●●●●		●●●●●		●●●●●		●●●●●		●●●●●	
Data Analysis:									
R				Praat				Excel	
●●●●●				●●●●●				●●●●●	
Python				MATLAB				SQL	
●●●●●				●●●●●				●●●●●	
Organization:									
Google Drive				Zotero				Markdown	
●●●●●				●●●●●				●●●●●	
Git				Linux HPC				Acrobat	
●●●●●				●●●●●				●●●●●	
Presentation:									
Word		PowerPoint		InDesign		WordPress		Quarto	
●●●●●		●●●●●		●●●●●		●●●●●		●●●●●	
Languages:									
English		●●●●● (native)							
French		●●●●● (fluent)							
Mandarin		●●●●● (intermediate, spoken & written)							

## Honors & Awards

- 2004 **BU College Prize and MFL Award for Excellence**, Boston University
- 2004 **Phi Beta Kappa** induction
- 2004 **Shmuel Traum Translation Prize**, Boston University [translations from Colette's *La femme cachée*]
- 2003 **Barbara Argote Junior Award in Linguistics**, Boston University
- 2003 **Phi Sigma Iota** induction

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## Relevant Coursework

### **University of Texas at Austin (2023-present)**

- Phonetics
- Neurolinguistics
- Syntax
- Phonology
- Semantics

### **Online Continuing Education (2021-2022)**

- Basic Statistics (Coursera)
- Inferential Statistics (Coursera)
- Fundamentals of Neuroscience: The Electrical Properties of the Neuron (HarvardX)
- Fundamentals of Neuroscience: Neurons and Networks (HarvardX)
- Fundamentals of Neuroscience: The Brain (HarvardX)
- Neuromatch Academy, Computational Neuroscience (July 11-29, 2022)

(Last updated: 2024-07-26)