

# MARGARET LIU

EDUCATION ASSISTANT

CARTERTON, UNITED KINGDOM

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## DETAILS

Carterton, United Kingdom

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## SKILLS

**Graduate Member of the British Psychology Society****539906**

Microsoft Office

Specialist in: PowerPoint

| Word | Excel | Outlook

| One Note

Team Teach Level 1

Driving

Variety of experience with children (including SEN)

Variety of experience working with teaching and support staff

Experience in quantitative and qualitative research

Experience in working at British schools

## LANGUAGES

English

Mandarin Chinese

Spanish

Korean

## PROFILE

I am a Psychology and Linguistics 2:1 Graduate, previously worked as a teaching assistant in a behavioural based short-stay SEN primary and ESA in a special needs' secondary. Currently working as a Care Practitioner at Witherslack Group. Have experience in SEN/mainstream schools, dementia homes, language training centres, and six university societies. Familiar with the usage of R-Studio and passionate about learning new skills. I am highly motivated, work well under pressure, able to adapt to varying circumstances and I am building the foundations to become an Educational Psychologist in the future.

## EMPLOYMENT HISTORY You can read more about my roles on my [LinkedIn](#).

### Children's Residential Care Practitioner, Oxfordshire, Witherslack Group

August 12<sup>th</sup>, 2024 — Present

Currently, I have transitioned into a role as a Care Practitioner at a children's care home within the Witherslack Group. I am exploring the psychology of education outside of a school setting through this position by working closely with children who have complex needs, further deepening my understanding of child development and SEN. I am also pursuing a Level 3 Diploma for the Children & Young People's Workforce, which will enhance my expertise and prepare me for further studies.

### Student Support Leader/Manager, Winchester, Oxford International Summer School

June 30<sup>th</sup>, 2024 — August 1<sup>st</sup>, 2024

As the only Student Support Leader on camp, I worked closely with the Student Support Manager (which I had to step up to become for a week), the Senior Leader Team, the 12 Activities Leaders, Group Leaders, College Staff and of course the 9-17yr old international students. This is a 24/7 residential role.

### Education Support Worker at REED, Oxfordshire, Lancaster

October 2023 — June 28<sup>th</sup>, 2024

From **October**, I worked as a cover teacher for three secondary schools across Lancaster, Morecambe, and Blackpool, along with working across nurseries and day-care centres. Additionally, I have experience as a residential support worker for children in care homes during weekends and school holidays. Since **November** 2023, I have been working full-time as a teaching assistant at **Stepping Stones** for 6-months, a behavioural-based **SEN short-stay primary school** in Lancaster. Many of our pupils have been permanently excluded from mainstream schools, and our goal is to support their development and prepare them for reintegration, closely following the guidance provided by their educational psychologists. I assist the Class Teacher with lesson delivery, pupil safety, and support for children with ASD, ADHD, trauma, and attachment issues, including physical intervention when necessary. I ensure that pupils receive the alternative provisions they need while adhering carefully to the national curriculum. Through this role, I have gained extensive experience working with children with ASD and following EHCP plans, whilst applying the theories and practices daily from my ongoing training. From the beginning of **May** to the end of June I worked as a support worker at **Springfield special-needs secondary school** in Witney, working closely with pupils with extreme autism, down syndrome and cerebral palsy, alongside other mental and physical challenges.

### Chinese Mandarin and English Language Tutor at MyTutor and Self Employed

July 2015 — Present

I have been qualified as a MyTutor tutor since December 2023. Additionally, from 2015, I have tutored Chinese Mandarin and English, helping students improve their language skills and prepare for exams, including GCSE, A-Level Chinese, IELTS, and improving students' university essay writing style.

### LU Business Debate Team Captain at LU Business Debate Team

August 2021 — March 2024

Since summer 2021, I've earned four official Best Negotiator awards from the Business Debate Centre as the Main Negotiator in each competition. Additionally, I have won multiple university competitions and received numerous Best Negotiator accolades. My experience includes developing negotiation plans, adapting to diverse scenarios, and leading the school team as captain since June 2022. I then worked as an ambassador for the Business Debate Centre in the Public Relations department.

### LU Linguistics Academic Representative at LU Linguistics Department

July 2021 — July 2022

As the Academic Representative, I attended multiple termly department meetings, gathered and conveyed student feedback, addressed concerns, fostered inclusivity and made sure all students' voices are heard. I created user-friendly data collection forums and adapted communication to individual preferences.

### LU Psychology Peer Mentor at LU Psychology Department

July 2021 — July 2022

I supported six first-year students with university transition, time management, work-life balance, and mental health. I maintain communication across many platforms and organise multiple termly group and 1:1

meetings to ensure inclusivity and address concerns promptly.

#### **LU PSYCSOC Academic Officer at LU Psychology Society**

May 2021 — July 2022

Upon election, I organised quizzes, academic talks from different lecturers from different universities and academic advice sessions for students. I also coordinated various social events to foster student engagement.

#### **LU Chinese Students and Scholars Association at LUCSSA Business & Public Relations**

March 2021 — August 2023

As an Ambassador, I managed partnerships and sponsorships, ensuring timely updates and adherence to contractual obligations with businesses in China and the UK. I also liaised with CSSAs from different universities for collaboration events and hold events across different departments within CSSA.

#### **LU LAEL First-Year Liaison & President at LU Linguistics and English Language Society**

October 2020 — November 2021

As part of the executive team, I address queries, promote events, and ensure smooth operations. I also assumed the presidential role for 5 months to maintain continuity.

#### **LU DDSS Vice President at LU Defying Dementia Student Society**

June 2021 — August 2022

After actively participating in the DDSS society in 20/22, I was elected as Vice President for 22/23 and temporarily filled in as Communications Officer for three months. I organised and participated in various events, including readathons, bingo nights, quizzes, movie screenings, and fundraising activities. I coordinated joint events with other societies. Volunteered at DDSS thrift stalls on campus and at the shop in town, advocated for raising awareness about Defying Dementia whenever possible.

#### **LU ABACUS Founder & President at LU Association of British and Chinese Uni-Students**

March 2021 — October 2022

Dedicated to fostering cultural understanding, I founded LU ABACUS to bridge the gap between international and home students at Lancaster University. Since its inception in March 2021, we've grown from 4 to 148 members in less than 9 months. We organised over 30 events and built several partnerships with local businesses. Notably, I spearheaded initiatives such as the Language Buddy System and advocacy against racism, liaising with the Vice Chancellor.

### EDUCATION

#### **Psychology and Linguistics BA Joint Honours, University of Lancaster, Lancaster**

October 2020 — July 2023

Upper Second Class

#### **A-Levels, Pate's Grammar School, Cheltenham**

September 2018 — July 2020

**2019:** Chinese Mandarin A-Level, Biology AS-Level

**2020:** Psychology, English Literature, and Maths A-Levels

#### **GCSEs, Denmark Road High School for Girls, Gloucester**

September 2013 — July 2018

**2017:** Chinese Mandarin Native Level, Religious Studies.

**2018:** Art, Biology, Chemistry, Physics, Maths, English Language,

English Literature, History, Spanish, Product Design, Further Maths.

### EXTRA-CURRICULAR ACTIVITIES

#### **Piano**

January 2014 — Present

Grade 6 ABRSM - Playing leisurely at Grade 8 Level.

Grade 5 Music Theory - Distinction

#### **Chinese Zither**

August 2008 — Present

Playing leisurely.

#### **Golf**

April 2014 — Present

Playing leisurely. - Girl Golf Rocks Ambassador Volunteer Coaching Assistant-July 2018-March 2020

#### **Events Compereing**

September 2017 — November 2022

Paid formal events compereing and hosting.