

## PROFESSIONAL SUMMARY

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I am a dedicated educator with 12 years of international experience teaching English, Spanish, and EAL in Australia, the UK, Bulgaria, and Mexico. Currently, I am the Deputy Housemistress at Apsley House, the Wellington College, overseeing the pastoral care and development of 76 girls in a boarding setting. I also serve as Curriculum Leader for EAL, New Staff Lead Mentor, and teach IB (SL & HL) and GCSE English.

My diverse background equips me with cultural insight and a student-centred approach to both academic and pastoral responsibilities. I am passionate about creating supportive environments where students thrive academically and personally.

## WORK HISTORY

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**Deputy Housemistress/ English Teacher/ EAL Curriculum Leader, Wellington College, Sep 2022 - Current**

Deputy Housemistress

- Directing support for students and staff in managing the pastoral care, wellbeing and health of students in the House.
- Working alongside the operational team and Matron to check that standards are being adhered to in relation to College policy.
- Supporting the Housemaster with administrative and pastoral responsibilities
- Responsible for managing the social media presence of the House.
- Responsible for liaising with parents representatives, Events and external providers to organise House events for pupils and parents which reflect the spirit of the House and values of the College.

New Staff Lead Mentor:

- Created the New Staff Induction Booklet and work as part of a team, alongside the Deputy Head- Teaching Staff Performance, to welcome new teachers to the College.
- Meet with new staff across their first year of employment at the College to ensure their smooth transition to life at the College.

EAL Curriculum Leader:

- Responsible for the provision of EAL support at Wellington College.
- Work 1-2-1 with EAL students to ensure EAL needs are supported across curriculum areas.

English Teacher:

- Responsible for organising, sequencing and delivering lessons to students from years 9-13.
- Responsible for IB HL and SL English Literature sets, GCSE English Literature and Language sets.

**Curriculum Leader: Spanish & English Teacher, Prince Alfred College, Jan 2020 - Jul 2022, Adelaide, Australia**

## Curriculum Lead: Spanish

- Responsible for managing and delivering the IB Spanish ab initio course for the IBDP.
- Responsible for the development and organisation of schemes of work and programs of study for inspections.
- Responsible for the promotion and growth of Spanish within the College through leading subject choice evenings and parent information evenings.
- Developed the Spanish program from 6 students in the incoming class of 2020 to 25 students for the incoming class of 2023.

## English Teacher:

- Created and developed a Brian Webber Fellowship programme, which embedded grammar in Year 7 schemes of work, to improve students' writing in English. This initiative was shown to have an extremely positive impact on students' writing and changes were subsequently made to the Middle Years programme to incorporate this evidence-based approach to teaching English. I wrote up the report for this programme and presented this to the Senior Leadership Team, and subsequently used the findings as the basis for my Master's in Education in Evidence-Based Teaching at the University of Melbourne for which I received First-Class Honours.

## **English Teacher, The Wilderness School, Jan 2018 - Dec 2019, Adelaide, Australia**

### English Teacher

- Responsible for planning and delivering for English classes across Years 7-12.
- Responsible for the Year 7 English syllabus: responsible for writing schemes of work, which aligned with the success criteria of the Australian Curriculum, and were delivered by all teachers across the school.
- Council member for the South Australian English Teachers Association and involved with organising Professional Development opportunities for staff across the state.
- Delivered delivery training and resources to teachers across the primary and middle school for the NAPLAN School Readiness Test and liaised with the Head of Middle School and the Head of IT to ensure the smooth transition to NAPLAN Online.

### Tutor:

- Worked alongside the House team to organise and deliver socials for students in the House.
- Responsible for delivering the pastoral care programme to students in my tutor group.
- Award Leader for the Duke of Edinburgh Award.

## **Senior English Teacher (Maternity Contract), Trinity Senior College, Apr 2017 - Jul 2017, Gawler, Australia**

- Responsible for teaching senior SACE English classes: English Literature, English, Essential English and the Research Project.
- Collaborated with colleagues and the Head of English to redesign the Learning and Assessment Plan for Stage 2 English and Stage 1 Essential English, and subsequently rewrote assessment tasks to reflect these changes.
- Worked alongside the Head of Teaching and Learning to develop the Literacy Across the Curriculum strategy at the College which was delivered across 5 campuses.
- Worked alongside the Head of EAL on the College's EAL strategy, and went to the South Australian Board of Education for SACE moderation of EAL, where I worked as part of a team

to assess consistency of marking from across the state.

**Business English Teacher, Trinity College, Jan 2017 - Jun 2017, Gawler, Australia**

- Responsible for the professional development of English as Another Language (EAL) for the college's professional support staff.
- Responsible for liaising with the Deputy Head of Trinity College, the Director of ICT and the ICT team to deliver lessons that were designed to develop the learners' key competencies in speaking, listening, reading and writing in order to maximize their performance in the workplace.
- Assessed student ability through a needs assessment which I wrote to assess individuals' use of tone and language when responding to ICT issues.
- Tracked student progress against Cambridge IELTS rubrics and both formative and summative assessment tasks.
- Utilized the LMS in order to provide flip-learning to ensure that lessons were utilized for group-work tasks while individual learning tasks were completed at home.

**EAL Teacher, The Bridge Business College, Jan 2016 - Dec 2016, Sydney, Australia**

- Taught Elementary, Intermediate and Upper Intermediate English classes to students for whom English was an additional language.
- Created schemes of work which were used to enrich students' linguistic competency in English and that ensured students gained the skills necessary to complete summative English assessments for immigration purposes.
- Tracked both formative and summative assessment to ensure that students continued to make progress throughout their study and to prevent students from plateauing once they reached an intermediate level of proficiency.
- Completed documentation to ensure that the ELICOS units adhered to the National Assessment guidelines outlined by NEAS.
- Taught a weekly Exam Skills Course which was designed to improve student attainment in the IELTS, PTE and TOEFL English Language examinations.

**English Teacher, Chatsworth British Summer School of Sozopol, Jul 2015 - Aug 2015, Sozopol, Bulgaria**

- Taught English as Another Language (EAL) to students ranging in age from 7-10 years.
- Involved in delivering the Cambridge English Movers programme which was designed to improve students' language competency in English at an Intermediate level.
- Involved in delivering a range of out-of-classroom activities promoting the students' positive social interaction, cultural appreciation and fitness.

**English Teacher, Park House School, Sep 2013 - Jul 2015, Newbury, United Kingdom**

- Responsible for planning and delivering lessons to students across Key Stages 3-5.
- Specifically taught years 7, 8, 9, 10, 11 and 12 and was responsible for delivering the IGCSE English Language, GCSE English Literature, GCSE English Language and AS-level English Literature examination courses.
- Used the school's academic spreadsheet to ensure that students in my classes made progress that aligned with their projected target grades and their attainment in other subject areas.
- Developed departmental schemes of work which aligned with objectives of the National Curriculum and which were delivered across all classes.

- Facilitated the delivery of the Better Reading and Better Writing initiatives in which low-attaining Year 7 students were buddied with Year 12 and 13 students and specifically taught linguistics to facilitate academic development in English.
- Implemented the Achievement for All initiative which was designed to narrow the gap for students from disadvantaged backgrounds.
- Provided pastoral support for students across the school, with a focused responsibility for a Year 7 tutor group.

**Teacher of English as Another Language (EAL), Bilingual Learning Centre, Dec 2008 - May 2009, Interlomas, Mexico**

- Responsible for delivering English lessons to small groups of students of varied ages and abilities.
- Responsible for designing lessons that were linguistically rich and which were designed to ensure that students' diverse goals in language acquisition were achieved.
- Responsible for preparing whole-school resources that offered targeted strategies to enhance student performance in IELTS and TOEFL examinations.

## EDUCATION

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Master Of Education In Evidence-Based Teaching, Education <b>University of Melbourne</b> - Melbourne	Apr 2024
Undergraduate Certificate In Counselling And Mental Health <b>University of Western Sydney</b> - Sydney	Apr 2021
Master of Applied Linguistics, TESOL <b>University of Newcastle</b> - Newcastle	Jul 2020
Cambridge Certificate V in Teaching English to Speakers of Other Languages <b>University of Technology Sydney</b>	Jul 2017
Bachelor of Arts, Spanish and Latin American Studies <b>Macquarie University</b>	Apr 2017
Graduate Diploma in Education, English and Spanish <b>Macquarie University</b>	Apr 2013
Bachelor Of Arts , English Literature and International Studies <b>University of Canberra/ Charles Sturt University</b> - Canberra	Sep 2010

## SKILLS

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- Interpreting literature
- SEN Support
- Motivational strategies
- Safeguarding policy knowledge