

## PROFESSIONAL PROFILE

- Extensive **administrative & supervisory** experience in higher education (9 years)
- Exemplary **teaching experience** in higher education for Spanish & ESL courses (12 years)
- Exceptional **presentation skills** in both small & large settings using different presentation mediums
- Excellent written & spoken **communicative skills** in both **English** (native speaker) & **Spanish** (native fluency)

## EDUCATION

### **M.A., Trans-Atlantic Cultural Studies in Spanish**

*Peninsular & Latin American Culture & Literature*

Illinois State University, Normal, IL - May 2005 (GPA 3.92/4.00)

### **B.S., International Business & Spanish**

*Marketing Concentration; Economics Minor*

Illinois State University, Normal, IL – December 2002 (GPA 3.78/4.00)

## PROFESSIONAL EXPERIENCE

### **Bilingual Graduate Admissions Counselor**

(2015 - Present)

*Wesley Seminary at Indiana Wesleyan University, Marion, IN*

### **Continuing Lecturer of Advanced Spanish**

(2013 - 2015)

*Purdue University, West Lafayette, IN*

### **Language Program Director, Intermediate Spanish**

(2008 - 2013)

*Purdue University, West Lafayette, IN*

- Instructor training, supervision, & observation (approximately 25-40 instructors & 1,200 students)
- Curriculum & materials development & selection for both teaching & training
- Online course development, creation & implementation
- Course section changes, overrides, & level placement issues resolution
- Language instruction at the Intermediate Spanish level

### **Course Coordinator, Intermediate Spanish**

(2006 – 2008)

- Instructor training, supervision, & observation (approximately 15-25 instructors and 800 students)
- Collaboration with the program director regarding textbook options, rubrics, class prerequisites, & class activities
- Curriculum & materials development & selection for both teaching & training
- Online course development, creation & implementation
- Course section changes, overrides, & level placement issues resolution
- Language instruction at the Intermediate Spanish level

### **ESL Adjunct Faculty**

(Summer 2009 / Summer 2010 / Summer 2011)

*ESOL - Purdue Village Community Center, West Lafayette, IN*

- ESL instruction of students from areas all over the world such as Africa, Asia, Europe, India, & Latin America
- Course materials development for instruction of Advanced Grammar, Vocabulary & Idioms, & TOEFL prep

### **Spanish Adjunct Faculty**

(2007 - 2009)

*Ivy Tech Community College, Lafayette, IN*

### **Spanish Adjunct Faculty**

(2005 - 2006)

*Heartland Community College, Normal, IL*

## ADDITIONAL EXPERIENCE

**Graduate Teaching Assistantship**  
(2003 - 2005)

*Illinois State University, Normal, IL*

**Graduate Assistantship & Study Abroad**  
(Summer 2004)

*Centro de Estudios Para Extranjeros, UNAM, Taxco, Mexico*

**Undergraduate Semester Study Abroad**  
(Spring 2001)

*La Universidad Complutense de Madrid, Madrid, Spain*

### **Presentations**

- 2010 ACTFL presentation on second language writing
  - “An Innovative, Process-Oriented Approach to Second Language Writing”
- 2010 Pearson Course Redesign presentation on second language learning online benefits

### **Textbook Reviews**

- **Arriba** by Zayas-Bazán, Bacon & Nibert (Pearson, 2015): Review & editing all online activities
- **Conéctate** by Goodall & Lear (McGraw-Hill, 2015): Chapter review
- **Espacios** by García, Sandstet & Kite (Cengage Learning 2014): Chapter review
- **Exploraciones** by Blitt & Casas (Cengage Learning 2012): Chapter review
- **Gente** by de la Fuente, Martín Peris & Sans (Pearson, 2015): Review & editing all online activities
- **MÁS** by Pérez Gironés & Adán-Lifante (McGraw-Hill 2014): Chapter review

### **Textbook Ancillary Materials Creation**

- All online games for MySpanishLab online learning used with ¡Anda! Curso intermedio (2e)

### **Translation & Interpretation**

- Translation of documents and brochures for healthcare, law enforcement, government & education
- Interpretation for WIC government assistance program as well as for food service employees

### **Private Tutoring**

- Tutoring of individuals in Spanish at the junior/senior high & college levels
- Weekly Spanish conversation hour facilitation (2008-2015)

### **Humanitarian Travels**

- Two humanitarian trips to Mexico

### **Other Management & Supervision**

- Part-time restaurant floor manager (2005)