

HELEN CARTER. CURRICULUM VITAE.

EDUCATION:

SEPT. 76 - JUN. 81:

Priory Girls Grammar school, Shrewsbury, Shropshire.

SEPT. 81 – JUN. 83:

Shrewsbury Sixth Form College, Shrewsbury, Shropshire.

SEPT. 83 – JUN.85:

Bretton Hall C.H.E., West Bretton, West Yorkshire.

JUN. 96:

Multi-Lingua Cert. T.E.F.L., General Education Group, Guildford, Surrey

PUBLICATIONS: (April 01):

Publication (Birmingham University) of paper: 'Achievement tests for young learners of English'

Publication (Birmingham University) of paper 'A rationale and overview of teacher observation practices and recommendations for the implementation of a new model at Oxford Junior College, Managua, Nicaragua'.

SEPT 01:

Dissertation: Representations of Developing Nations and Indigenous People in UK Newspaper Charity Advertisements.

DEC. 01:

Awarded MA TEFL/TESL, Birmingham University, UK.

QUALIFICATIONS.

96: Cert. T.E.F.L. (Multi-Lingua).

01: M.A. T.E.F.L. (Birmingham University, UK). Specialisations: Teaching Young Learners, Business English, Teacher Training, Curriculum Design. Dissertation topic: 'Representations of Developing Nations in UK Charity Advertisements'.

2010-2014: Cambridge IELTS oral examiner.

2010-2014: Cambridge ILEC/ICFE oral examiner.

2015-2017: Cambridge BULATS oral examiner.

E.F.L. EMPLOYMENT HISTORY.

JAN 02 – PRESENT:

Professor de planta, Tec. De Monterrey (Campus Guadalajara), Mexico.

Courses: Business English, Engineering English, Academic Reading & Writing, Analysis of Information & Oral Communication, Oral Communication in the Workplace. Technical editor and translator of research documents.

OCTOBER 01 – DEC 01:

Lecturer (part-time) in EFL, Universidad Americana (UAM) Managua, Nicaragua.

Part-time EFL instructor, Centro Cultural Nicaraguense/Norteamericano, Managua, Nicaragua.

MARCH 01 – SEPT 01:

Part-time Special Education teacher for young offenders and looked-after young people excluded from mainstream education, UK.

JAN 00 - JUNE 00:

Academic Supervisor (day/company programmes), Oxford Junior College, Managua, Nicaragua.

SEPT. – DEC. 99:

EFL Instructor, Oxford Junior College, Managua, Nicaragua.

JUN.99-AUG. 99:

T.E.F.L. teacher, Concord College summer school, Shropshire, England.

AUG. 98-MAY 99:

T.E.F.L. teacher, The English Centre, Istanbul, Turkey.

AUG. 97- MAY 98:

T.E.F.L. teacher, Khartoum Diplomatic School, Khartoum, Sudan.

AUG. 96-APR. 97:

T.E.F.L. teacher, Khartoum International Preparatory School, Khartoum, Sudan.

I.T. SKILLS:

Sound Word skills, Excel, Powerpoint, internet use for both personal communication, research and teaching activities.

LANGUAGES: English, (native speaker), Spanish (Latin American) (advanced), Arabic (survival).

CONFERENCES/SEMINARS:

Presenter: 'Teaching without Resources' seminar, November 2001, Centro Cultural Nicaraguense/Norteamericano, Managua, Nicaragua

November 2001. Seminar: 'The Importance of Bi-Lingual Education in Nicaragua'. (panellist).

October 2005. Presenter: 'Teaching Multiculturalism in the EFL classroom'. MEXTESOL conference, Zacatecas, Mexico.

April 2006 Presenter: 'Teaching Business Ethics', 12th Proulex Academic Encounter conference, Guadalajara, Mexico.

August 2013: American Copy Editors Society (ACES) training cert.

March 2014: ACES Annual Conference Las Vegas.

March 2015: ACES Annual Conference Pittsburgh.

August 2017: Griffith University (Queensland, Australia), International Teaching Forum.

ADDITIONAL:

Imparted 21-week Business English course for company directors at Fresenius Kabi: (international medical company) Guadalajara Technology Park. Aug. 2005 – Feb. 2006

Freelance translator (Spanish/English) for business and academic purposes.