

AMY CHANG

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OBJECTIVE

Fluent in English and Mandarin with strong skills in teaching pedagogy and methodology. Offering excellent skills in tending to the needs of students. Very enthusiastic and creative. Seek to apply these skills as Mandarin Educator.

QUALIFICATION & TRAININGS

M.A. Bilingual Education, Columbia University, NYC	May 09'
B.A. Liberal Studies, California State University Fullerton, CA (Cum Laude)	May 07'
ACTFL Chinese Oral Proficiency Interview (OPI)-Superior	2010
ACTFL Chinese Writing Proficiency Test (WPT)-Advanced High	2010
StarTalk Chinese Online Teaching, University of Virginia	Summer 2017
AP Institute in Chinese Language and Culture, Stanford University and Palo Alto HS	Summer 2017
StarTalk Second Language and Immersion Methodologies, Concordia Language Village	Summer 16'
AP Institute in Chinese Language and Culture, Pacific Hawaii University	Summer 15'
StarTalk Designing Blended Language Instruction, Classroad	Summer 13'
Chinese Teacher Professional Development, East China Normal University, China	Summer 13'
Chinese Teacher Training, Nanjing University, China	Summer 11'
StarTalk Chinese Teacher Training, Hunter College, NYC	Summer 08'

TEACHING EXPERIENCES

Mandarin Lecturer, New York University SCPS, NYC May 12' – May 13'
Design and facilitate task-based, interactive, learning-centered, and experiential curriculum for adult learners, Teach writing course and Mandarin for realtor; Use appropriate technology and resources to advance and support instruction; Design the first ever real estate curriculum

Mandarin Teacher, Elisabeth Irwin High School, NYC Sept 10' – May 13'
Successfully establish the first Confucius classroom in the school and receive \$10,000 grant; Create a comfortable and fun learning environment for 9th -12th grade through interactive activities; Develop and design task-based, interactive, student-centered, and experiential curriculum for 4 levels; Contribute to the extra curricula activities of the school and be involved in school development; Serve as student advisor, Work with students on honor projects and senior projects; Organize local and international trip

Mandarin Lecturer, Hunter College, NY Dec 08' – Aug 10'
Conduct beginner, intermediate and online college-level course; Develop curriculum, Facilitate class activities; Conduct regular formative and summative assessment; Collaborate with Hunter High School to offer after-school Chinese course to high school students

Mandarin Instructor, Startalk Program, CUNY Summer 09'/10'
Conduct college-level intensive course for high school students; Design blended/distant language curriculum; Use research-based immersion teaching standards to deliver instruction in online world language courses; Provide ongoing student support to ensure a successful virtual classroom experience and course completion; Organize local field trips; Coordinate teacher trainee program

PROFESSIONAL EXPERIENCES

Executive Director-EduAbroad

August 14'-May 15'

Provides leadership in the interpretation, coordination, and administration of the policies and procedures on student enrollments, student retention, educational/support staff and personnel administration. Oversees, directs and manages the operations, budget and performance objectives; Serves as a member of the Leadership Team for strategic planning, resource development, community relations, and policy setting; Provide counseling and overall customer service to prospective clients at all stages in the admissions process; Coordinate applications review, interview process, and schedules with program coordinators and partner schools; Familiarity with SEVIS rules and regulations; Greets students/agency/school administrator; Plan, coordinate and evaluate the logistics of an educational conferences, orientations, workshops and other events; Prepares, maintains and gathers documentation necessary for program promotion and marketing

ESL Coordinator-Community Impact, Columbia University

Nov 07'-Aug 08'

Manage the recruiting, hiring; training and supervision of instructors and students; Assist with grant management; Develop curriculum and program materials; Supervise and facilitate pre and post testing and record keeping; Substitute for classes; Handle program inquiries; Supervise and provide support to instructors on a daily basis; Coordinate various tasks with appropriate agencies/divisions; Organize and promote classes

Project Director- CSU Fullerton Volunteer & Service Center

Aug 05'- May 07'

Plan and execute international charity project proposal and children-related project; Recruit volunteers for projects; Organize fundraising events; Coordinate transportation, food, and activities for events; Create volunteer program materials; Manage budget; Database management and tracking of volunteer statistics; Plan & facilitate appreciation banquet