

Hongying (Carol) Jia
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Qualifications

- Chinese native and proficient in English
- 9 years teaching in university in China, 10 years of Chinese teaching in the US
- Mandarin Chinese proficiency certificate, first grade, by China Ministry of Education
- Extensive experience on education and working with students
- Psychological Counseling experience enables better understanding of students
- Enthusiastic, hard working, easy going and good team player

Experience

<u>Flint Hill School</u> Full time Chinese Teacher	Oakton, VA	2015.10-- Present
<ul style="list-style-type: none">• Teaching Mandarin Chinese from level-1 to AP level• Building up the curriculum and designing the lesson plan and practices for each level.• Advisor of high school students• Sponsor of Chinese Culture Club		
<u>Hope Chinese School</u> Chinese Teacher	Chantilly, VA	2012—Present
<ul style="list-style-type: none">• Taught Chinese to first graders to middle schoolers during weekend		
<u>Dictyon Language Service</u> Language Training Specialist	Arlington, VA	2014
<ul style="list-style-type: none">• Trained students and instructors on setting study goals, made lesson plan, tracked progress, and designed syllabus.		
<u>Diplomatic Language Service</u> Chinese Instructor	Arlington, VA	2015.
<ul style="list-style-type: none">• Taught Mandarin Chinese for federal employee		
<u>DIA Pilot Program</u> Chinese Teacher	Washington D.C.	2013
<ul style="list-style-type: none">• Taught Mandarin Chinese for DIA (Defense Intelligence Agency) employee		
<u>Califonia Art Academy</u> Chinese Teacher	Los Angeles	2008---2011

- Set up the new Chinese class and taught Mandarin Chinese class for elementary and middle school student

Beijing University of Chemistry and Technology

Beijing, China

1999 ---2008

Educator – Teacher

2002 ---2008

- Taught courses including General Psychology, Psychological Analysis, Public Administration, Analysis of Public Policy, Human Resource
- Recipient of an award as one of the best teachers in school.
- Voted by students as being well organized, well prepared with material and most willing to assist students with extra help as needed.
- Recognized with an award by the Teaching Reform Foundation for the Public Administration course I taught.

Counselor

1999 ---2008

- Responsible for various activities as a Counselor at the Psychological Counseling Center of BUCT.
- Developed and conducted a survey program on “Environment and Student Mental Health”. Published draft report on the program.

Staff

1999 ---2002

- Responsible for the management of Student Affairs at BUCT.

China Public Administration Journal

Beijing, China

2004 ---2008

Editor

- Part Time Editor at the most prestigious academic journal in China.
- Responsibilities included defining a structure, creating an organizational framework and editing the contents of a column in the Journal.
- Also charged with researching, interviewing and writing articles on a variety of major topics for publication in the Journal.

Education

Peking University (Beijing, China) **1996-1999**

Master of Political Science

Scholarship

- Received excellent student reward
- Recipient of an Academic Award from the foundation of Study on Korea Research
- Published article of ‘China Moral Education’ with colleagues
- A research on the education of female in northwest China

Extracurricular

- Head of the department of females for postgraduate union
- Organized several major activities in school

China University of Politics and Law (Beijing, China) **1990- 1994**

Bachelor of Political Science

Scholarship

- Recipient of the CUPL excellent student reward

Peking University (Beijing, China) **2003-2004**

- Two-year continued education with the completion of various courses related to Psychology after earning a Master’s Degree at the University.

Professional training, rewards, and public works

- Star Talk Chinese teacher training. University of Virginia 06/14—7/19, 2018
- Earned a Certificate of completion of 30 hours AP Chinese Language and Culture Fairfax County Public Schools AP Summer Institute 06/2017
- Teachers of Chinese As a Foreign Language Training Program Certificate. Beijing, Confucius Institute Headquarters. 07/2016
- Chinese teaching workshop at Confusions Institute at George Mason University.
- 2017 Chinese Pedagogy Workshop hosted by the Chinese Language teacher association 04/ 2017
- CLTA-NCR Chinese Teacher association conference 2017 fall
- Completed a series of training program on Chinese teaching offered by CLTA.
- Completed a training program on the psychological quality education of university students conducted by the Beijing Education Committee. 07/2002,
- Completed a training program on quality development conducted by the Beijing University of Chemistry and Technology. 09/2003,
- Award for essay published in the core journal, 2008. BUCT
- Award for excellent academic achievement, 2006, BUCT
- Award for the innovation of teaching method, 2006, BUCT
- Award for excellence of research, 2005, BUCT
- Award for the essay published in an academic journal, 2003, BUCT

Presentation, Research & Publications

- Giving a presentation for the training of new Hanban Volunteer Chinese teacher 06/2018
- *Research of system innovation of local government administration institute* published in Jiang Han Tribune, 07/2008.
- *Local government's role in the development of private enterprise*, China Public Administration. 07/2006.
- *The analysis of female in government*, Truths and Facts, 11/2005.
- *The public policy of adjusting the market of real estate*, China Public Administration, 06/2005.
- *The application of Humanistic psychology in student education*, Journal of South west normal University, 12/ 2004
- *Building good behavior through controlling the environment*, Journal of Beijing University of Chemistry and Technology-edition of social science, 04/2003.
- *Analysis on the status of quality education of engineering university* .Higher Education in Chemical Engineering, 03/2001.

Was team member in several major projects and contributed to the final output of the projects.

- Project aided by National Social Science Funds for youth scholar: *The research on non-government organization in China* 2007

- Project funded by Beijing Academy of Social Science: *The psychological quality of Chinese higher education* 2006
- Project aided by National Social Science Funds: *The coincide system of the social contradiction* 2005
- Project aided by the college of literature and law of BUCT: *Reform on the method of teaching public administration* 2005--2007