

Lei Liang

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EDUCATION

Seton Hall University South Orange, New Jersey
Master of Arts, Asian Studies with the concentration on Teaching Chinese Language and Culture May, 2009
Graduated with Distinction (Cumulative GPA: 3.9/4.0)

Seton Hall University South Orange, New Jersey
Bachelor of Science, Diplomacy and International Relations, Minor in Economics May, 2007
Graduated with Magna Cum Laude (Cumulative GPA: 3.63/4.0)

TEACHING CERTIFICATE

New Jersey Chinese Certificate of Eligibility (CE) – Endorsement Code: 1572

TEACHING EXPERIENCE (Teaching Demo: <http://tinyurl.com/demo-by-LeiLiang>)

Bishop George Ahr High School (total number of students: 804; <http://bgahs.org/>) Edison, New Jersey
Chinese Language and Culture Instructor, Chinese I, II, III, and IV September, 2009 – Present

- Teach Mandarin Chinese as a foreign language to high school students (Grade 9 to 12, one 38-minute session per day per level, Monday to Friday)
- Develop and maintain an articulated curriculum
- Teach through student-centered approaches using authentic materials
- Strengthen students’ listening and speaking skills through a near-immersion environment
- Improve students’ capability to read and write (including typing) Chinese characters through a unique system that combines Chinese history and American culture
- Assessments are:
 - Performance-based, communicative, and articulated
 - Designed to encourage students to apply knowledge from other subjects
 - Designed to encourage comparison between languages and cultures
 - Well-balanced and meet the state standards
- Enhance learning through technology: computer, online resources, iPads etc.
- Employ both modern and traditional means to bring Chinese culture closer to the students
- Help students build personalized study plans based on their needs and talents
- Lead teams of students to participate in regional Chinese cultural contests
- Provide feedback, maintain timely communication with students, parents, and school administration

St. Helena School Edison, New Jersey
Chinese Language and Culture Instructor, Beginner Chinese September, 2011 – Present

- Teach two try-out style Mandarin Chinese courses to a group of seventh and eighth graders using long-distance teleconference technology (one 40-minute session per week per class)
- The course is simplified to suit the learning capability of the students and the shortened schedule
- The focus is on simple conversational phrases and to raise their interest in the language and culture

Saint Dominic Academy (SDA) Jersey City, New Jersey
Chinese Language Teacher, Chinese I, World Language Department September, 2009 – June, 2010

- Job responsibility was similar to that of Bishop George Ahr High School
- The only difference for this all-girls Catholic high school is that we paid special attention to training the students’ etiquette through Chinese culture

Taiwan Buddhist Tzu Chi Academy**Chinese Language Teacher, AP Chinese Teacher Assistant**Cedar Grove, New Jersey
September, 2009 – June, 2010

- Taught Chinese as a second language (three 45-minute sessions every Sunday) to 15 American-born Chinese students (Grade 7) who use English as their first language
- Assisted the AP teacher on preparing teaching materials, tutoring students, and accessing students' performance
- Helped students to improve their reading and writing skills
- Prepared and gave quizzes, tests, examinations, and exercises

Seton Hall University**Chinese Language Teaching Assistant, Department of Asian Studies**South Orange, New Jersey
September, 2008 – June, 2009

- Hosted tutoring sessions twice a week to help students, with various levels of proficiency, to improve their Chinese communication skills
- Prepared teaching materials for supervising professor for two introductory level Chinese language classes
- Assisted in organizing various extra-curriculum activities, including Spring Festival in Chinatown, China Night, and International Week, to enhance students' learning experiences, and to raise students' Chinese culture awareness

Seton Hall University**Resident Assistant, Housing & Residence Life**South Orange, New Jersey
August, 2005 – May, 2007; September 2008 – May, 2009

- Responsible for the needs and well-being of 65 Seton Hall residents within a 13-floor off campus student apartment
- Enforced University Policies and Mission, college rules and regulations
- Served as a resource person and responded to students' varying needs
- Mediated conflicts between residents
- Used crisis management, counseling, and assertive communication skills to confront a variety of situations
- Designed and implemented activities addressing students' interests and needs

ADMINISTRATIVE EXPERIENCE

Bishop George Ahr High School**Member, Committee of Recruitment**Edison, New Jersey
May, 2012 – Present

- Facilitate the school's recruitment process
- Participate in meetings to plan and implement recruitment strategies
- Organize and participate in events to help market the school

New Jersey Chinese Cultural Studies Foundation**Executive Board Member, Webmaster, Cultural Contest Judge**New Jersey
February, 2012 – Present

- Participate and vote in decision-making meetings regarding the organization's purpose and events
- Organize and participate in events to promote Chinese culture and language
- Design, develop, and maintain the organization's website
- Serve as a judge for the Chinese Cultural Project Contest

Bishop George Ahr High School**Moderator, Asian Club**Edison, New Jersey
September, 2011 – Present

- Moderate the Asian Club, an extra-curricular club with 65 members
- Work with an 8-member executive board to plan and organize monthly events (e.g. field trips, Chinese New Year, fundraisers, etc.) to promote Asian culture and enhance students' after-school life
- Host meetings before and after each event to brainstorm and evaluate

Bishop George Ahr High School
International Students Coordinator

Edison, New Jersey
September, 2011 – Present

- Work with the Guidance Department and subject teachers to ensure international students have a smooth transition into the new environment and excel academically and spiritually
- Work with third party educational agencies and foreign schools to organize international exchange programs

Bishop George Ahr High School
Moderator, National Chinese Honors Society

Edison, New Jersey
September, 2012 – Present

- Acknowledge students' outstanding achievements during the studies of Chinese
- Promote good character, leadership, and service through various activities
- Promote Chinese language and culture learning and cultural exchange

Bishop George Ahr High School
Homeroom Teacher, Grade 10 and 11

Edison, New Jersey
September, 2010 – Present

PROFESSIONAL DEVELOPMENT

2012 Virginia STARTALK Chinese Teacher Academy (3 graduate credits); 2011 AP Chinese Summer Institute at East China Normal University, Shanghai (3 graduate credits); Presenter of 2011 CLTA-GNY Annual Conference.

AWARDS

Led a team of six students to participate in the 5th Chinese Cultural Project Contest (2011) organized by New Jersey Chinese Cultural Studies Foundation and won **First Place**. Won **Second Runner-Up** in the same contest in 2013.

SKILLS

TECHNOLOGY: Microsoft Office, Movie Maker; Adobe Photoshop, Acrobat, Premiere, Dreamweaver; various iPhone and iPad apps to enhance student learning, teaching, and productivity; Polycom (teleconference system); interactive white boards and overhead visual display equipment; PowerSchool.

LANGUAGE: Mandarin Chinese, Cantonese, English

INTERPRETING/TRANSLATION: Editor of Da Ai Drama Subtitle Translation Team, Buddhist Tzu Chi Foundation, USA (responsible in editing and quality-check for the Chinese-to-English subtitle translation of the organization's TV production); translator (two-way between Chinese and English) for commercial websites, marketing materials, movies/TVs.