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Assisted in evaluation and placement of students  
Assisted in textbook selection and course design  
Planned and implemented all meetings, student functions,  
and extracurricular activities  
Taught additional summer program for high school students from Panama

*Panama Bilingue Academic Coordinator* *May 2018 – December 2018*  
Southeastern Louisiana University, Hammond, LA

Completed regular instructor duties  
Responsible for creation of schedule, levels, and curriculum  
Responsible for alteration and implementation of final program portfolio and presentation  
Planned and implemented all meetings, student functions,  
and extracurricular activities

*Panamá Bilingüe Online Module instructor* *August 2017 – August 2018*  
Southeastern Louisiana University, Hammond, LA

Responsible for development, structure, content, and delivery of program  
Online instructor  
Assisted in placement of students  
Assisted in course design and implementation  
Responsible for communicating with students about assignments  
Responsible for evaluating student assignments and performances

*English for Academic and Professional Purposes Instructor* *May 2015 – August 2015*  
Tulane University, New Orleans, LA

Summer instructor  
Developed instructional materials and lesson plans  
Evaluated student assignments and tests  
Evaluation and placement/end-of-session assessment  
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Maintained office hours

Attended and participated in all IEP teachers' meetings, student functions, and extracurricular activities

*UL Graduate Teaching Assistant – ESOL 101*

*August 2014 – December 2014*

University of Louisiana at Lafayette, Lafayette, LA

Taught using professor's lesson plans

Graded student assignments and tests

Maintained office hours

*UL Writing Center Tutor*

*August 2013 – May 2014*

University of Louisiana at Lafayette, Lafayette, LA

Scheduled and checked-in appointments

Tutored and helped students with any writing or English-related assignments

Maintained appointment records

*Student Teacher*

*January 2013 – May 2013*

Broadmoor High School, East Baton Rouge, LA

Observed mentor teacher

Taught all class periods

Created own unit and lesson plans for one class

Graded student assignments and tests

Monitored student behavior

*ESL Tutor*

*January 2012 – December 2012*

Managed and updated organization's website  
Participated in any events planned by organization

**LSU Work-study program**

*Department of Marketing Office*

*August 2009 – May 2013*

*Louisiana Business and Technology Center (LBTC)*

*March 2012 – December 2012*

**Volunteer and Community Activities**

Lafayette Schools' ESL summer camp

*July 2014*

LaTESOL member

*November 2014 – Present*

National Council of Teachers of English

*August 2012 – August 2013*