

**Amanda M. Meier**  
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## EDUCATION

Master of Arts in Teaching English to Speakers of Other Languages (TESOL)

**Teachers College, Columbia University**, New York, NY

May 2015

MA Thesis: *Second Language Incidental Vocabulary Acquisition Through Extensive Listening to Podcasts*

Awarded the Applied Linguistics and Language Education award for best MA Thesis 2014-2015

Bachelor of Arts in Mandarin Chinese

Bachelor of Arts in International Relations

**University of Colorado**, Boulder, CO

May 2006

Certificate of Advanced Chinese Proficiency

**Beijing University**, Beijing, China

May 2005

## LANGUAGES

Mandarin Chinese, advanced proficiency

Khmer (Cambodian), intermediate proficiency

Spanish, intermediate proficiency

## TEACHING EXPERIENCE

### **Adjunct Faculty, English Composition**

*Red Rocks Community College*

Lakewood, CO

August 2018 – Present

- Teach first-year composition and research courses, emphasizing genre awareness and digital literacy
- Develop and implement social-justice- and advocacy-themed English composition II curriculum
- Differentiate instruction through individual conferences, ePortfolios, negotiated syllabi, and grading contracts
- Serve on departmental assessment committee; administer and rate writing assessments; interpret results

### **Adjunct Faculty and Assessment Coordinator, ESL**

*Community College of Aurora*

Aurora, CO

August 2018 – Present

- Teach composition and grammar in the College Preparatory ESL Program
- Contribute to the development and implementation of inclusive and accessible ESL writing curriculum
- Utilize ePortfolio assessment to individualize instruction and increase equity and student success
- Co-lead instructional intervention and support design team for multilingual success initiative
- Manage ESL program assessment, train composition instructors; collect, analyze, and present assessment data

### **Adjunct Faculty, English Composition & ESL**

*Pace University, Dyson College of Arts and Sciences and The English Language Institute*

New York, NY

August 2015 – June 2018

- Taught first-year composition, critical writing, and developmental English courses
- Served on anti-racist curriculum committee; developed and piloted social justice writing curriculum
- Rated written placement tests for new undergraduate students
- Created and lead workshop for in-service teachers on Online Teaching and Learning Strategies

**Adjunct Faculty, ESL**

*Baruch College, Continuing and Professional Studies*

New York, NY

March 2017 – June 2018

- Taught intermediate EAP reading, advanced academic vocabulary, and *TOEFL* iBT preparation courses
- Integrated technology such as WhatsApp, Blackboard, Vialogues, and podcasts to foster digital literacy
- Utilized online portfolios and journals to encourage learner autonomy and individualize instruction
- Employed extensive task-based pair and group work to foster communicative learning environment

**Instructor, ESL**

*The City College of New York, English Language Institute*

New York, NY

January 2016 – January 2017

- Taught EAP college prep courses in all skill areas (composition, reading, grammar, listening/speaking)
- Developed CEFR-aligned curriculum for 5-level EAP college preparation program
- Utilized extensive task-based pair and group work to foster communicative learning environment
- Created and piloted new ESL placement test

**Adjunct Instructor, ESL**

*Westchester Community College, English Language Institute*

Valhalla, NY

January 2015 – August 2015

- Taught semi-intensive ESL courses for adult immigrants from diverse backgrounds
- Designed theme-based curriculum utilizing communicative language teaching framework
- Established class blogs to foster digital literacy and encourage student online collaboration
- Used alternative assessment measures such as writing portfolios to highlight learners' progress

**Instructor, ESL**

*Community Language Program at Teachers College, Columbia University*

New York, NY

January 2014 – December 2014

- Developed and implemented theme-based, integrated skills curriculum for adult ESL students
- Rated written and spoken placement tests
- Integrated Web 2.0 tools such as blogs to build digital literacy and enhance student collaboration
- Implemented extensive reading book club to increase learner autonomy and authentic input

**ESL Instructor and Teaching Quality Manager**

*91WaiJiao*

New York, NY

January 2013 – August 2014

- Observed teachers and provided written feedback for job evaluation and professional development
- Conducted online 1-on-1 and small group English classes focused on speaking and grammar skills
- Administered and rated ESL placement tests
- Wrote and filmed online lessons for Business English training and IELTS and TOEFL test prep

### **Academic English Instructor**

*University of Science and Technology Beijing*

Beijing, China

July 2011 – July 2012

- Instructed 400 first-year students and achieved 90% success rate on National College English Test
- Edited writing prompts and questions for official study guide for China's College Entrance Examination
- Supervised student-run English Corner, held weekly office hours, provided academic counseling
- Taught TOEFL iBT and IELTS preparation courses emphasizing speaking and listening sections

### **English Instructor and Program Manager**

*Zigen Migrant Center*

Beijing, China

July 2011 – July 2012

- Coached adult ESL students in resume and cover letter writing, interviewing, and professional networking
- Established integrated skills curriculum, created course materials, and taught classes for adults and children
- Organized second-hand clothing drive in support of need-based high school scholarship
- Created and led workshops for incoming teachers on communicative language teaching methods

### ADMINISTRATIVE EXPERIENCE

#### **Interim Program Director**

*The City College of New York, English Language Institute*

New York, NY

June 2016 – January 2017

- Assisted students with information regarding courses, applications, registration, and tuition payments
- Developed course programming, oversaw marketing strategies, and monitored enrollment patterns
- Interviewed, hired, trained, and evaluated instructors for all continuing education programs
- Designed curriculum for TOEFL and IELTS waiver program for international student admission

#### **National Operations Manager and Colorado Campaign Director**

*Grassroots Campaigns, Inc.*

Denver, CO & Boston, MA

August 2006 – February 2009

- Recruited, trained, and managed rolling campaign staff of over thirty people
- Successfully developed grassroots fundraising plan, contacted 110,000 supporters and raised \$250,000
- Coordinated on-the-ground logistics for 32 grassroots fundraising offices nationwide
- Designed and implemented new data collection strategies, increased accuracy and streamlined analysis

### PROFESSIONAL ACTIVITIES

**Equity and Inclusion Leadership Academy**, Community College of Aurora, January-May 2019

**F-1 SEVIS Essentials Training**, International Education Training Services, August-November 2016

**Tech in Ten Conference**, Baruch College, June 2016

**Written Corrective Feedback Workshop**, Cambridge University Press, Online, December 2015

**Online Teaching Workshop**, Teachers College, Columbia University, New York, NY, November 2014

**Language Fellow**, Center for Khmer Studies, Phnom Penh, Cambodia, June 2014-August 2014

**Curriculum Design Workshop**, Teachers College, Columbia University, New York, NY, March 2013

**Teaching Fellow**, VIA, Beijing, China, July 2011-July 2012

## VOLUNTEER ACTIVITIES

Operations Chair, **Applied Linguistics Winter Conference**, Teachers College, NY, Sep 2014 – May 2015  
Registration Volunteer, **LANSI Conference**, Teachers College, NY, September 2014  
Operations Team, **NYS TESOL Applied Linguistics Winter Conference**, Teachers College, NY, March 2013  
US Citizenship Exam Tutor, **New York Cares & Asian Americans for Equality**, Brooklyn, NY, January 2013  
College Application Mentor, **Let's Get Ready**, New York, NY, October 2012 – January 2013  
Library Manager, **Prison Book Program**, Boston, MA, April 2010 – July 2011

## PROFESSIONAL ASSOCIATIONS

Colorado Teachers of English to Speakers of Other Languages (CO TESOL)  
New York State Teaching English to Speakers of Other Languages (NYS TESOL)  
TESOL International Association

## PRESENTATIONS AND PUBLICATIONS

Meier, A. (2019, September). *Making Learning Visible with ePortfolios*, Presentation at the Community College of Aurora Back to School Night, Aurora, CO.  
Grayson, M. & Meier, A. (2018, May). *Strategies for Implementing an Inclusive, Antiracist Curriculum in English 120 Honors*. Panel presentation at the Pace University Faculty Institute, Pleasantville, NY.  
Meier, A. (2018, May). *Diversity and Language: International Students in the University Classroom*. Workshop conducted at the Pace University Faculty Institute, Pleasantville, NY.  
Meier, A. (2016, June). *Podcast Pedagogy*. Presentation at the Ten in Tech conference, New York, NY.  
Meier, A. (2015, November). *Using Podcasts in the L2 Classroom*. Workshop conducted at the New York State Teaching English to Speakers of Other Languages (NYS TESOL) Annual Conference, White Plains, NY.  
Meier, A. (2015, March). *L2 Lexical Inferencing: Learner Strategies and Success*. Paper presented at the New York State Teaching English to Speakers of Other Languages (NYS TESOL) Applied Linguistics Winter Conference, New York, NY.  
Meier, A. (2015). L2 incidental vocabulary acquisition through extensive listening to podcasts. *Teachers College, Columbia University Working Papers in TESOL & Applied Linguistics*, 15(2), 72-84.

## PROFESSIONAL QUALIFICATIONS

*Assessment*: English assessment committee member, ESL Assessment Coordinator, Placement test analysis and development, SPSS, alternative and learning-oriented assessment

*Curriculum Design*: Anti-racist pedagogies curriculum committee, TESOL Curriculum Design Workshop, Flipped Classroom Workshop, critical pedagogy curriculum design training, experience in genre-based, content-based, task-based and technology-based curriculum design

*Educational Technology*: D2L, Blogs, web design, podcasts, Moodle, Edmodo, Blackboard, EduTrac, Vialogues, Wikis, Skype, YouTube, Qualtrics, SMART Board, Aurasma, Socrative, Photoshop, Schoology, GoogleDrive, Prezi, online teaching pedagogy training

*Inclusive Excellence*: Equity and Inclusion Leadership Academy (EILA), anti-racist pedagogies curriculum committee, critical pedagogy curriculum design training