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**Miranda Waddle**

**Seoul, South Korea**

**NATIONALITY:** United States of America

**EDUCATION**

**The University of Texas at Austin** Graduation Date: December 2010

Bachelor of Art in History, Major GPA 4.0 **Overall GPA: 3.94**

Bachelor of Arts in Anthropology, Major GPA 4.0

**EXPERIENCE & EMPLOYMENT**

**Taegang Elementary School at Sahmyook University- English Teacher** *October 2012- Present*

Seoul-si, South Korea

* Teach English conversation, math, science, and art in the international program
* Collaborate with homeroom teachers and other foreign teachers to create stimulating lesson plans for my students
* Create math, science, reading, writing, speaking, and listening tests for my classes
* Conduct science experiments with the students every semester
* Prepare lessons for open class three times a year
* Adapt my conversation classes to better meet the needs of my students with varying levels of English proficiency
* Judge English speech contests
* Perform in school performances and other extracurricular activities along with my coworkers and students

**Anyang English Village- English Teacher** *September 2011- September 2012*

Anyang City, Gyeonngi-do, South Korea

* Teach varying levels of English to students from ages 3 to 15
* Provide a stimulating educational environment in a variety of subjects for students to practice their English skills
* Create enriching and fun activities and lesson plans while keeping within the company’s strict monetary budget
* Engage students in one on one conversations to increase their confidence and comfort in speaking the English language
* Introduce students to different aspects of American/Western culture
* Very skilled in classroom management and holding my students’ attention

**Austin Independent School District – Substitute Teacher/ AVID Tutor** *December 2010 – August 2011*

1111 W 6th Street Austin, TX 78703 (512) 414-2611

* Substitute teacher for grades K-12 in a variety of subjects with an emphasis on English and History
* AVID (Achievement Via Individual Determination) Program Tutor of High School seniors in the lower socioeconomic areas of Austin
* Facilitate Socratic discussions for core classes
* Facilitate student's development of effective studying and problem-solving techniques
* Aid students in the college application process

**The University of Texas at Austin Economics Department – Student Associate** *September 2008-December 2010*

2300 Speedway Austin, TX (512) 471-3211

* Completed administrative functions and collaborated with professors, department chair, and department manager with filing, answering phones, and copy jobs
* Facilitated departmental receptions, conferences, commencement ceremonies, and other special departmental events
* Directed students to campus activities, building locations, office hours, and answered all other inquiries
* Arranged and operated electronic equipment for dissertation defenses
* Trained other student associates on departmental protocol

**AFFILIATIONS**

**Phi Alpha Theta History Honors Society University of Texas at Austin Chapter,** *Member, August 2010 – December 2010*

* Attend seminars on various historic periods and regions and participate in intimate discussions
* Host various guest lecturers

**SKILLS**

* I have a great passion for teaching English and I strive for my students to gain command of the English language.
* I have developed classroom management skills for students of all ages.
* I am able to improvise my lesson plans and be flexible in my teaching methods to better suit the preferred teaching style of the institution

To Whom it May Concern:

Allow me to express my interest in an English Teaching Position. I noticed the position availability and it caught my attention. The company, the type of teaching position, and the location are of great interest to me. I feel that this type of teaching position would give me a great amount of experience and I believe that I would be valuable to the company as well. I am a diligent and professional employee with a strong work ethic. My approach to teaching is to be energetic, patient, and a strong leader.

I am currently teaching English on a transferable E-2 visa at a school in Nowon. I am nearing the end of my one-year contract and am looking to continue my teaching experience in Korea. I feel that I am a highly motivated, enthusiastic, and professional English teacher. I believe that I have several qualifications which would make me a qualified member of your team.

To begin with, I have a strong passion for ESL education programs. I am from El Paso, Texas which is a city on the border with Mexico. I grew up around a population that was majority bilingual and have seen, firsthand, various ESL programs in schools.I believe that ESL programs that incorporate immersion with a native English speaking teacher are the most effective ESL programs. This is why I decided to come teach in Korea in the first place.

Secondly, I have a good amount of teaching experience. Before coming to Korea in September of 2011, I was a substitute teacher as well as a tutor in Austin, Texas for nine months. This taught me the basics of teaching such as lesson planning and classroom management. This past year has increased my teaching potential as well. I am now able to develop creative and engaging lesson plans for students from ages 5 to 17. I have also learned to be flexible in my teaching style, which allows me to focus on the strengths and weaknesses of each individual student. My classroom management skills have been tailored as well, allowing me to keep control of a classroom without being too harsh of a disciplinarian, thereby keeping a positive atmosphere in the classroom.

Lastly, I feel that I would be a valuable member to your team because of my familiarity with Korean culture. After working and living in Korea for the past two years, I have gained an understanding of the Korean business mentality and the emphasis of respect in the workplace. I have also learned what Korean teachers, parents, and students value the most out of their education and am able to compromise and work together with my coworkers to ensure that my students receive the best education. I know my way around the Seoul Metropolitan area and have a solid network of both foreign and Korean friends.

I am also sending my photograph as well as my resume along with this cover letter. Thank you for taking the time to look over my qualifications and consider me for this position. If there is anything else I need to do to qualify for this position, please do not hesitate to let me know. I have samples of various lesson plans that I have created if you would like to look these over. You can reach me at 010 3017 7188 or at [mwaddle22@gmail.com](mailto:mwaddle22@gmail.com). Thank you for your time.

Sincerely,

Miranda Waddle