

Joyce Zhang

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Final year Secondary Teaching and Arts student with over three years of experience in teaching ESL, Chinese, Japanese, and Psychology. Dedicated and driven to promote second language acquisition through teaching and research. Attentive and adaptable across a wide range of education settings. Values promoting student engagement, confidence, and motivation through positive reinforcement.

Skills

- Strong communication and interpersonal skills. Ability to connect with people from diverse cultural backgrounds.
- Great time-management skills and efficiency. Managed to work and volunteer on top of full-time University.
- Problem solving skills and flexible thinking. In teaching, identified and resolved student-specific issues to enhance academic performance.
- Trained in the use of Apple education software to deliver courses
- Programming language R
- Concordancing software AntConc
- Microsoft Office

Experience

NOVEMBER 2022 – CURRENT

International Peer Mentor / The University of Adelaide

- Performed campus tours to groups up to 60 students in collaboration with a partner.
- Interacted and supported international students of diverse backgrounds in a manner which values students' culture and diversity.
- Communicated with IPM Program Coordinators, leaders, and other members of the IPM team to ensure smooth operation.
- Coordinated events and problem-solved in stressful environments such as at the O'Week of the University of Adelaide.

SEPTEMBER 2022 – JANUARY 2023

Chinese Language Teacher / Overseas Chinese Association South Australia

- Created and adapted lessons to fit student needs and learning styles.
- Cultivated positive classroom culture through behaviour management techniques.
- Established positive relationships with students, parents, fellow teachers, and school administrators.

- Took accurate records of student attendance and performance, managed grade book, and submitted records after each lesson as required by school and district policies.

DECEMBER 2019 – CURRENT

Private ESL Tutor / Self-employed

- Connected with 26 ESL students of different abilities and maintained positive and professional relationships.
- Customised lessons to improve student academic performance by up to 32% and achieve personal learning goals.
- Applied positive reinforcement techniques to build student confidence and motivation.
- Communicated student progress to parents through written progress reports and direct conversations.
- Utilised internet, technology, and office tools to develop interactive online lessons.

MARCH 2021 – JUNE 2021

Tutor Volunteer / The University of Adelaide

- Read class materials comprehensively to prepare for tutoring sessions for groups of beginner Chinese learners (1 to 3 people).
- Refined student grammar and conversational skills through role play activities.
- Created positive learning environments through answering specific student enquiries and offering advice related to Chinese language and culture.

Education

2020 – DUE TO COMPLETE DECEMBER 2023

Bachelor of Teaching (Secondary) & Bachelor of Arts / The University of Adelaide

- 6.417 GPA
- Major in Linguistics
- Minor in Psychology

Languages

- English - Native
- Chinese (Mandarin) - Native
- Japanese - Fluent
- Spanish – Limited working proficiency

Certifications

- International TESOL Diploma – 2023
- Certificate IV in TESOL – 2023
- NAATI Certified Provisional Interpreter (Mandarin-English) – 2022
- NAATI Certified Translator (Chinese-English) – 2022
- PIER Certified Qualified Education Agent Counsellor - 2020

Training Approvals and Licenses

- First-Aid (HLTAID011) – 2022
- Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) – 2022
- Safe Environments Training for Ethnic & Community Language Schools Personnel - 2022
- Working With Children Check (WWCC) – 2020
- Full Driving License

References

James Tan

Mobile No: 0402713092

Organisation: Cambridge Education

Position: Migration Agent & Education Consultant

Email: ceiadelaide@gmail.com

Guanye Qu

Mobile No: 0439998238

Organisation: University of Tasmania

Position: International Marketing Officer

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