Jeff McDonald

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OBJECTIVE:

• To use my diversified work experience and education to teach English as a second language.

TEACHING EXPERIENCE SUMMARY:

• Taught English to elementary and middle school students in Korea for 13 months at Duke English Academy.
• Taught English for two years in Southern Africa at Saint Mary's School of Home Economics as a Peace Corps Volunteer.
• Taught as a Graduate Teaching Assistant (GTA) at the University of Kansas for one semester.
• Taught teenagers appropriate behavioral skills in a group home for five months.
• Tutored adults with developmental disabilities teaching basic reading, writing, and arithmetic skills in a program called ABC for a duration of five months.
• Taught adults with developmental disabilities basic living skills for one year.

EDUCATION:

Master of Arts in Religious Studies, May 2006
University of Kansas, Lawrence, Kansas
• Studied religion from a historical and cultural perspective, taking into consideration how religions have interacted with, been influenced by, and have influenced their societies of origin.
• Concentrated specifically on value systems and ethical concerns on an international scale.

Graduate Certificate in Conflict and Peace Studies, May 2006
University of Kansas, Lawrence, Kansas
• Completed 12 hours of courses that focused on conflict and peace.
• Concentrated my studies on just war theory and conflict management.

Bachelor of Arts in Psychology, August 2001
Oklahoma State University, Stillwater, Oklahoma
• Gained basic knowledge of psychological methods and practices.

EXPERIENCE:

Teacher, July 2006 to September 2007
Duke English Academy, Anyang, South Korea
• Facilitated English lessons for 30 hours a week to approximately 20 different classes of elementary to middle school children.

• Occasionally taught private lessons to high school students and adults.
• Made lesson plans, prepared for classes, monitored student's grades, and assisted other teachers in training and problem solving.

Teaching Assistant, August 2005 to December 2005
University of Kansas, Lawrence, KS
• Collaborated on curriculum and exam development.
• Met with students upon request and during office hours.
• Graded all written work, including final exam papers.
• Occasionally lectured when the Professor had time conflicts.
• Managed grades and attendance on Excel.

Teaching Parent, May 2005 to October 2005
Achievement Place Inc., Lawrence, KS
• Worked with troubled teenage boys.
• Constantly mentored and shaped the behavior of the boys through a system of rewards and privileges at a high level of interaction with individual boys.

Peace Corps Volunteer, June 2002 to June 2004
Peace Corps, Lesotho, Africa
• Designed and implemented a sustainable computer program at a vocational school.
• Taught English classes.
• Extensive HIV awareness program promotion.

Habilitation Training Specialist, June 2001 to May 2002
Gatesway, Stillwater, OK
• Monitored the health of my clients, promoted the independence of my clients, administered medications, and administered care during seizures.
• Aided when necessary in daily activities such as cleaning, cooking, schooling, and leisure activities.

Correctional Officer, May 2000 to August 2000
Cimmaron Correctional Facility, Cushing, OK
• Maintained the safety and welfare of inmates, other correctional officers, and myself at a medium security penitentiary.
• In charge of a housing unit of approximately 100 inmates, maintaining prisoner activities, locations, and traffic.

LANGUAGES:

• English – native language
• Sesotho – speak, read, and write with basic competence
• French – introductory level competence
• Korean – introductory level competence

IT SKILLS:

• Word, Excel, PowerPoint, and Internet professional