

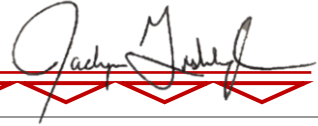
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PERSONAL STATEMENT

After a decade of work in the field of Teaching English to Speakers of Other Languages (TESOL), I have decided to pivot my career toward Instructional Design and Technology (IDT). My years of professional experience have revealed a propensity toward materials design and an aptitude for integrating technology into those materials. While I work toward an online doctoral program in IDT, I seek a position in the field of educational technology as a platform for developing my design skills through hands-on experience. A position related to IDT within the context of higher education will be the perfect standpoint from which to observe effective design theory and implement the latest in online teaching pedagogy and project management.



PROFESSIONAL EXPERIENCE

English Language Specialist, US Dept of State <ul style="list-style-type: none">• Led 2-week Blended Learning training for 30 faculty members in the Foreign Languages department at the National Economics University in Hanoi• Training was delivered in a Blended Learning format with both self-access online modules in Moodle and Face-to-Face meetings daily• Online modules include self-access lessons on the theory, pedagogy, and principles behind Blended Learning• Face-to-Face sessions focused primarily on hands-on training of instructional technology: Sway, Forms, Nearpod, Padlet, and Kahoot	Nov 06 – 17, 2018 Hanoi, Vietnam National Economics University Thai Nguyen University Teacher Training
English Language Specialist, US Dept of State <ul style="list-style-type: none">• Led 2-week training of trainers for content instructors at the Sri Lanka Police College to prepare trainers for teaching their subjects using English as the Medium of Instruction (EMI) by 2020• Workshop covered using Authentic Materials, Legal English, Intercultural Communication in Community Policing, and Handling Complaints• Video montage of training here.	June 04 – 16, 2018 Sri Lanka Police College Kalutara, Sri Lanka Training of Trainers
Director, Workplace & Professional English <ul style="list-style-type: none">• Director of IEP (50 students), Online ESP English Training for the mobility industry (260+ students)• Personnel management for 10 lecturers, 1 program assistant, 3 student assistants, 4 student interns, and volunteers• Organizational needs analysis and relationship building with clients both internal to the university (postdocs, international freshmen, custodial staff) and external (Qdoba, TS Tech)• Write and negotiate contracts, set fees, and forecast budgets for all programing• Learning Management System administration (Build and maintain course curricula, registration and enrollment, develop custom reporting)• Report and communicate project charters, participation trends, and improvement plans with clients• Develop marketing assets including print materials and website presence• Construct and maintain job aids for the administration, clients, and team members	April 2017 – October 2017* The Ohio State University Columbus, Ohio Program Administration <i>*Resigned due to international move to Augsburg, Germany</i>
Director, TraVerse: English Language Training Program <ul style="list-style-type: none">• Lead curriculum development of online ESP training program for the auto manufacturer Honda of North America. Program reaches over two hundred learners across twelve plants in Canada, Mexico, and The United States• Manage all aspects of learning management, instructional technology, enrollment, instruction, needs assessment, and program assessment• Lead a team of four full-time instructors, one program assistant, and three student assistants• Meet monthly with client to improve program development• Administer TOEIC test for client Website: https://traverse.ehe.osu.edu/	May 2013 - April 2017 The Ohio State University Columbus, Ohio Program Administration & Instructional Design
English Language Specialist, US Dept of State <ul style="list-style-type: none">• Led 3-day workshop on ESP curriculum design for the Criminal Investigation Division (CID) of the Indonesian National Police• Consulted with Police Language School administration and lecturers (18) to conduct an instructional needs analysis and write the textbook design for a CID English training text	March 3 - March 23, 2017 Jakarta, Indonesia National Police Language Center Curriculum Development

<ul style="list-style-type: none"> Conducted 1-day IELTS teacher training Conducted 2-day organizational needs analysis for Attorney General's Office Training Center to set ground work for extending English language training at the center 	
English Language Specialist, US Dept of State <ul style="list-style-type: none"> Designed and taught ESP training for 19 English instructors at the National Border Guard Patrol Academy in Khmelnytskyi, Ukraine Consulted on needs analysis and textbook construction for In-service Border Patrol Guards Conducted various workshops throughout the country including a Keynote at the TESOL-Ukraine Conference titled "Moving TESOL Online: Beating the Pain Curve" 	April 17 - May 1, 2015 Ukraine National Border Guard Patrol Academy Teacher Training
American Language Program Lecturer (IEP) <ul style="list-style-type: none"> Taught academic Speaking/Listening Taught academic Reading/Writing/Grammar combined course 	August 2013 - April 2014 The Ohio State University Columbus, Ohio Instructor
English Language Fellow, US Dept of State & US Dept of Justice <ul style="list-style-type: none"> Taught intermediate English course for Police Language Center Designed and developed intermediate and advanced textbooks and curriculum for National Police Language Center (now used throughout Asia) Conducted intensive teacher training on ESP methodologies for English instructors at Language Center and nearby Police Science College http://elprograms.org/success_story/jaclyn-qishbaugher/	Aug 2010 - July 2013 National Police Language Center, Jakarta, Indonesia Instructor Curriculum Development Teacher Training
ESL Adult Life Skills/Civics Instructor <ul style="list-style-type: none"> Instructed life skills and civics-related English to newly arrived refugees of all proficiency levels Curriculum design and materials writing Supervised and participated in after-school program to provided refugee children with homework assistance 	Aug 2008 - Aug 2010 International Institute of Akron, Akron, Ohio Instructor
ESL Academic Writing Lecturer (IEP) <ul style="list-style-type: none"> Instructed academic writing skills to students seeking to enter a university degree program Developed students' sentence variation, grammatical structures, writing process, and essay organization 	August 2009 - Aug 2010 English Language Institute, The University of Akron Akron, Ohio Instructor
Coordinator, Language Training and Development <ul style="list-style-type: none"> Developed beginning-intermediate workplace English curriculum for healthcare staff Taught pilot course at long-term care facility in New Jersey Analyzed and edited curriculum 	May 2007 - Sept 2008 Creative Action LLC Akron, Ohio Curriculum Designer
CONFERENCES & PRESENTATIONS	
International TESOL 2019 Conference Spoke as distinguished alumna of the US Department of State English Language Fellow and English Language Specialist programs.	March 12 - 15, 2019 Atlanta, Georgia
International TESOL 2016 Conference (ESP Immediate Past Chair) Acted as session organizer and panelist for an intersection session among ESP/CALL/VDM: One-size-fits one: Incorporating technology into ESP courses. Panelists discussed various challenges and tips.	April 5 - 8, 2016 Baltimore, Maryland
International TESOL 2015 Conference (ESP Chair) Acted as session organizer for the ESP Academic Session: Building global bridges through US government-sponsored ESP projects. Discussed working with the Indonesian National Police and the US Dept of Justice to create an English training curriculum.	March 25 - 28, 2015 Toronto, Canada
International TESOL 2014 Conference (ESP Incoming Chair) Spoke as a representative of Generation-Y in a five-person panel discussion: TESOL Career Path Development Across the Generations. Discussed tips, strategies, and take-aways for navigating a TESOL career through a look at my own career path from 2008 to present.	March 27 - 29, 2014 Portland, Oregon
English for Uniformed Forces International Conference RELO, ICITAP (US DoJ), and British Council partnered together to host the first ever English for Uniformed Forces conference. The conference had two aims: One, to continue the culture of collaboration and professional development among English instructors for police and military in Indonesia. Two, to unite researchers, publishers, practitioners, and other stakeholders in	June 26 - 28, 2013 Peacekeeping Training Center Sentul, Indonesia

<p>the field world-wide for the first time to discuss the current state of professionalism in the field of English for uniformed forces, and to build a network of mutual support.</p>	
<p>Language for Specific Purposes Curriculum Development Lecture Presented an overview of LSP for an Islamic University that requires all students to take two semesters of English and Arabic language. Attempted to persuade key stakeholders to adopt LSP as an effective method to design curriculum for language course within a specific area of study (i.e. law).</p>	<p>May 25, 2013 Palembang, Indonesia</p>
<p>International TESOL 2013 Conference Facilitated a discussion for the Peer to Peer Roundtable discussion on ESP. The discussion topic was ESP for Law Enforcement: Addressing social justice issues through language curricula.</p>	<p>March 20 - 23, 2013 Dallas, Texas</p>
<p>Thailand TESOL 2013 Conference Presented the paper, 'Pilot to Principle: Developing English Curriculum for the Indonesian National Police.' Presented with an Indonesian colleague from The National Police Language Center on the process of creating a textbook for general policing. Shared principles learned during the textbook creation process.</p>	<p>January 25 - 26, 2013 Khon Kaen, Thailand</p>
<p>English for Uniformed Forces Workshop Series Partnered with one other EL Fellow and the British Council's Project manager for Peacekeeping English to develop a workshop series for police and military English instructors in Indonesia. Workshops rotated around police and military language facilities in Jakarta and Sentul. Workshops aimed to develop a cultural of collaboration and professional development among the parties as well as to introduce modern language instruction techniques.</p>	<p>January - June 2013 Sentul & Jakarta, Indonesia Teacher Training</p>
<p>Project Based Learning Workshop Presented a hands-on workshop on Project Based Learning for pre-service English teachers, current junior high English teachers, and university English language instructors.</p>	<p>May 16, 2013 Makassar, Indonesia May 24, 2013 Palembang, Indonesia Teacher Training</p>
<p>Workshop: Write Your Way to Success Worked with one other USDoJ English Language Fellow at a US Higher Education Fair. Presented general information about the structure of a Statement of Purpose and Study Objective, tips for standing out, dos and don'ts, and examples of successful essays. Highlighted cultural differences in Indonesian and American writing styles and stressed the importance of demonstrating a social purpose for Indonesia in study objectives.</p>	<p>February 7, 2013 Ambon, Indonesia November 16, 2012 Bangkala, Madura, Indonesia October 3, 2012 Jakarta, Indonesia Presentation</p>
<p>Training of Teacher (TOT) at the Police Language Center (Sebasa) Worked with one other EL Fellow to present a four day workshop on Action Research. Led participants through the cyclical process of identifying research areas in the classroom, creating a plan, implementing the plan, and reflecting on the plan. Participants produced an Action Research question and plan specific to their classrooms by the end of the training.</p>	<p>December 17 - 20, 2012 Jakarta, Indonesia Teacher Training</p>
<p>TEFLIN (Teachers of English as a Foreign Language Indonesia) Conference Presented "Dramatic Response: Creative extension activities that motivate and improve reading comprehension." The workshop explored the benefits of using short drama strategies in the English language classroom to deepen comprehension, reinforce comprehension, vocabulary, grammar, and language functions. Participants tried out and walked away with several low-tech, short prep time enactment activities.</p>	<p>November 6 - 8, 2012 Surabaya, Indonesia</p>
<p>International Conference on Creating Enjoyable Environments for English Teaching with Traditional Songs and Games Used traditional American fairy tales to demonstrate how to teach parts of speech through Madlibs. Served on panel for using songs and games in the classroom.</p>	<p>February 1, 2012 Bangkala, Madura, Indonesia Presentation</p>
<p>New Teacher Training (TOT) at the Police Language Center (Sebasa) Presented 10.5 hours of language teaching foundations for new language instructors at Sebasa (all languages). Training included ESP curriculum & materials development, Writing learning objectives, Lesson planning, and cooperative learning techniques.</p>	<p>January 9 - 19, 2012 Jakarta, Indonesia Teacher Training</p>
<p>Training of Teacher (TOT) at the Police Language Center (Sebasa) Led workshops on ESP characteristics and the stages of ESP curriculum development, and</p>	<p>Dec 6 - Feb 1, 2011 Jakarta, Indonesia</p>

helped participants explore and apply theory, principles, and activities employed in an effective ESP curriculum	Teacher Training
ESP Round Table Discussion Presented ESP characteristics, course development, and activities for the classroom at the American Embassy sponsored Round Table Discussion to 31 participants from local universities and private English language institutions.	December 12, 2011 Jakarta, Indonesia
TEFLIN (Teachers of English as a Foreign Language Indonesia) Conference Encouraging Listening and Speaking in an ESP context. Walked participants through five speaking and listening activities that exhibit the characteristics of an ESP curriculum: Use authentic materials within a real language context, communication for real purposes, and integrated skills.	November 3 - 5, 2011 Semarang, Indonesia
ILEP (International Leadership in Education Program) Alumni Conference Emceed event for Indonesian secondary teachers who participated in ILEP program; Led sessions on Fostering Leadership & Critical Thinking, Brainstorming, and Reflection.	November 14 - 16, 2010 Jakarta, Indonesia
TEFLIN (Teachers of English as a Foreign Language Indonesia) Conference Meeting Readers' Expectations: Developing an Academic Essay that Reflects the Thought Patterns of Native English Speakers. Led participants through methods of scaffolding learners through a western discourse style five paragraph essay.	November 1 - 4, 2010 Bandung, Indonesia
Ohio TESOL Conference Meeting All Needs in the Multilevel Classroom. Presented definitions, challenges, and strategies for the adult, multilevel ESL classroom – adapted from TESOL Academy 2009.	October 30 - 31, 2009 Columbus, Ohio

PUBLICATIONS

Jaclyn J. Gishbaugher. "Hitting a Moving Target: Bringing English for Occupational Purposes Training Online" *ESP News: The newsletter of the English for Specific Purposes Interest Section* (2016)

Jaclyn J. Gishbaugher and Robert Eckhart. "EOP and Technology: Beating the Pain Curve" *ESP News: The newsletter of the English for Specific Purposes Interest Section* (2015)

Jaclyn J. Gishbaugher. "Developing an English Curriculum for the Indonesian National Police: A Case Study" Newcastle upon Tyne. *Language in Uniform: Language Analysis and Training for Defence and Policing Purposes* (2015)

Jaclyn J. Gishbaugher. "1st ELT Indonesia International Conference: English for Uniformed Forces" *IATEFL Professional and Academic English: Journal of the English for Specific Purposes Special Interest Group* Vol. Summer 2013- Autumn 2013 Iss. 42 (2013)

Jaclyn J. Gishbaugher. "The sound bites between: A TESOL convention reflection" *TESOL English for Specific Purposes- Interest Section Newsletter* (2013)

English for Police: Intermediate (published internally © DoS)

- Primary author/editor
- Textbook for National Police Language Center, Jakarta, Indonesia

Care Environment English for Non-English Speaking Staff (published internally © Creative Action, LLC)

- Second author
- Final Progress Report for Grant awarded by National Institute on Aging

PROFESSIONAL MEMBERSHIPS & LEADERSHIP POSITIONS

- TESOL ESP-IS Immediate Past Chair March 2016 – March 2017
- TESOL ESP-IS Chair March 2015 – March 2016
- TESOL ESP-IS Chair Elect March 2014 – March 2015
- TESOL International Association Member 2013-Present

SKILLS

Learning management systems: Cornerstone (Organizational Unit Administrator); Canvas; Desire2Learn; Moodle

Microsoft suite: Proficient in Excel formulas and pivot tables; Outlook; Skype for Business; Office 365: Sway, Forms

Digital lesson development: Articulate Storyline 2

Digital Learning tools: Nearpod, Kahoot, Padlet, Quizlet, Quizlet Live

Online payment system: CVENT

Online scheduling: YouCanBook.Me; Doodle

Online survey tool: Qualtrics; CrowdSignal

Data management: Filemaker Pro; Box & Box Edit; Google drive; Evernote; OneNote

Presentation platforms: Piktochart (infographics); Prezi; VideoScribe

Web presence: Wordpress (blog and website)

Video conferencing: Adobe Connect; Zoom

Project management (Took introductory course) Languages: English (Native); Indonesian (High Beginner-Intermediate)	
EDUCATION	
Masters of Arts , Secondary Education (GPA 4.0) <ul style="list-style-type: none"> • TESOL Endorsement • Reading Endorsement • New Media Certificate 	August 2005 - May 2008 The University of Akron Akron, Ohio
Bachelors of Arts , Integrated Language Arts 7-12 th Licensure (GPA 3.98) <ul style="list-style-type: none"> • Summa Cum Laude • Honors Scholar 	August 2001 - May 2005 The University of Akron Akron, Ohio
VOLUNTEER ACTIVITIES	
Just TRI It Presented on the basics of triathlon racing from the prospective of American endurance sporting culture. Presented alongside several members of the Indonesian Triathlon group "Tribuddies" to help celebrate our one-year anniversary, encourage more people to join the sport, and give training tips. Prezi: http://prezi.com/oqs4cfwo0kjq/?utm_campaign=share&utm_medium=copy&rc=ex0share	March 10, 2013 @America Jakarta, Indonesia
AMINEF Selection Committee for Community College Initiative (CCI) Program Served on a bi-national panel selection committee along with two Indonesians who were former Fulbright recipients. Interviewed twelve applicants from all over Indonesia.	November 28, 2012 Jakarta, Indonesia
Access English Camp (Access: Your Passport to the World) Served on planning committee along with several other EL Fellows, Access classroom teachers, and University of Indonesia Access Program directors to create the first ever National Access English Camp. The camp invited 150 Access students from 9 Access classrooms around Indonesia. Conducted games, crafts, workshops on American culture, and fire-side chats and reflections as a counselor. Also served as a counselor at two traveling camps.	Nov 14 - 18, 2012 Sentul, Indonesia Feb 8 - 10, 2013 Ambon, Indonesia Feb 15 - 17, 2013 Banjarmasin, Indonesia
IREX Selection Committee for International Leaders in Education Program (ILEP) Served on a panel selection committee to choose an American host university for the International Leaders in Education Program. Reviewed and scored four application packets. Participated in conference call with panel to discuss final selection.	May 25 - June 13, 2012 Online/Teleconference
American Swing Dancing – Interactive Presentation Explored American History through the lens of American Swing Dancing. Two-hundred high school students and dance aficionados learned about the roots of jazz music and swing dancing in Slavery, its growth through the Roaring 20s, its rise in popularity with Big Band music through the Harlem Renaissance, and the escape it provided during the Great Depression and into WWII. The audience kicked up their legs in the Charleston, learned the signature triple-step, and saw the great flying feats of the Lindy Hop through films and a live performance.	March 11, 2012 @America Jakarta, Indonesia
A Billion Acts of Green – Earth Day Program Worked with Fulbright ETAs and several environmental NGOs based in Indonesia to create a two-day Earth Day program for over 200 area high school students. Students participated in presentations, film viewings, and discussions of climate change, pollution, and flooding in their cities. Students also cleaned over 800 lbs of trash out of an area river and grounds	April 29 - 30, 2011 Jakarta & Bogor, Indonesia
Microscholarship Access English Camp Worked with one other English Language Fellow to create and conduct a 1-day teacher training for high school English instructors and a 3-day camp for 27	January 28 - 31, 2011 Kupang, West Timor, Indonesia

	high school students. The training participants practiced using cooperative learning and music in the classroom. The students practiced their English with a focus on their future through fun, but challenging, games and songs.	
	Policing in America Emceed event for sixty officers in the Indonesian National Police held at @america, the American public diplomacy center in Jakarta. Presentation and Q&A by Mr. Dana Carrington from ICITAP (International Criminal Investigative Training Assistance Program, US Department of Justice)	March 30, 2011 @America Jakarta, Indonesia
	Leukemia and Lymphoma Society Dinner Dance Benefit Solicited sponsorships and performances from area businesses and studios. Published advertisements, fliers, and programs for the event. Emceed and hosted event, which raised over \$2,000 for Team In Training NE Ohio. Successfully completed Cleveland Marathon!	March 29, 2009 Akron, Ohio
	Ballroom Dance Club President, Dance Instructor Taught weekly salsa, swing, and lindy hop classes. Coordinated registration, travel, and practice for Collegiate Ballroom Competition at Ohio Star Ball in Columbus, Ohio. Organized and choreographed on and off-campus performances	January 2008 - December 2009 The University of Akron Akron, Ohio
	Reach Akron Classroom Leader: The Chapel of Akron Led weekly, afterschool Bible-study and activities for 6-12 grade girls	Sept 2005 - December 2006 The Chapel Akron, Ohio

Professional References:

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