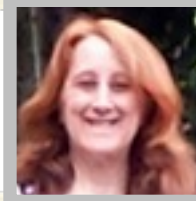


## **Laura L. Davis**

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+966 054 0060340 or 1-720-771-8900

Jeddah, Saudi Arabia



### **PROFILE**

Experienced educator: teacher training; eLearning; English Language. Hard-working, creative, honest, and entrepreneurial. Excellent skills in administration, communication, project management, personnel supervision, and client relations. Past TESOL Kuwait Executive Board Member (Webmaster) Personal website: <http://www.enjoyeducation.org/>

### **EXPERIENCE**

#### **ENGLISH INSTRUCTOR, ENGLISH LANGUAGE INSTITUTE AT KING ABDULAZIZ UNIVERSITY 10/2014 - PRESENT**

Develop and deliver English language curriculum in foundation year program.

#### **ENGLISH INSTRUCTOR, FOUNDATION AND BUSINESS DIPLOMA PROGRAMS AUSTRALIAN COLLEGE OF KUWAIT 09/2012 - 07/2014**

Developed and delivered curriculum for new project-based learning English Foundation courses. Taught varied levels from beginning to advanced English including ESP courses in Business and Engineering. Developed and delivered curriculum for new Business Diploma English program. Assisted in analyzing the training needs of security guard employees at a petroleum company and designed beginning level course. Assisted with organization of TESOL Kuwait workshops and conference. Delivered eLearning workshops at these conferences: TESOL Arabia, Australian College of Kuwait's Research Based Strategies for Teaching Language and Literacy to Arab ESL Students; and TESOLKuwait.

#### **FOUNDER/DIRECTOR OF [SUSTAINABLE TECHNOLOGY INSTITUTE](#); IDAHO SPRINGS, CO 05/2009 - 8/2012**

Director of community oriented educational 501C3 not-for-profit doing projects that support a healthy environment and a healthy lifestyle. Developed courses and materials for renewable energy training programs. Represented the organization on an intergovernmental committee that developed sustainability policies which were then approved and adopted by two regional and two municipal governments. Wrote successful grant proposals that led to community development activities and programs.

#### **PROJECT MANAGER, TRI POWER SYSTEMS; IDAHO SPRINGS, CO — 07/2008 - 07/2012**

Assisted in managing a renewable energy integration company specializing in photovoltaics. Duties included site visits, basic system design based on customer's needs, rebate / tax grant applications.

#### **OWNER/DIRECTOR, COLORADO SCHOOL OF ENGLISH; DENVER, CO — 05/1992 - 06/2008**

Founder and operator of nationally accredited English Language institute training students of all ages and nationalities and approved by Homeland Security to issue I-90 forms for student visas. Designed/taught nationally accredited teacher training/certification program. Analyzed the English language training needs of multiple corporations and oversaw materials development. Led teaching team to ensure relevant, timely and accurate production of English learning materials for corporate training programs. Liaised with program managers to ensure accurate alignment of materials and assessment tools. Managed all major operations of the institute and was invited to be a reviewer on the national accreditation team. Evaluated language programs and made recommendations to approve/deny accreditation status.

#### **PSYCHOMETRICIAN, UNIVERSITY OF COLORADO HEALTH SCIENCES CENTER; DENVER, CO — 05/1990 - 05/1992**

Cognitive skills testing of patients with known or suspected brain injuries. Assisted with neuropsychology research in memory and cognition.

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## PEACE CORPS VOLUNTEER; NIGER, WEST AFRICA — 05/1986 - 09/1989

Three years' teaching EFL to middle school and high school students in West Africa. Conducted in-service training with colleagues. Trained in-coming volunteers.

## EDUCATION & CERTIFICATIONS

- University of Colorado, Denver - M.A. in Information and Learning Technologies: eLearning; 05/2013
- University of Colorado, Denver - Graduate Certificate: Designing eLearning Environments 12/2011
- TAS TAFE – TAE4010 Certificate IV in Training & Assessment 05/2013
- Colorado School of English, Denver, CO - TESL/TEFL Certificate 12/1997
- Professional Development: TESOL International Conferences, Colorado TESOL Conferences, TESOL Kuwait, TESOL Arabia
- Numerous training courses in: business admin, school admin, law, grant writing, photovoltaics, small hydro systems, community development, wind energy, and solar thermal systems.
- University of Denver; Denver, CO - B.A. Psychology, 1982
- Numerous certificates of completion related to renewable energy, business contracting, grant proposal writing, public school management, and Moodle. Pursuing Adobe CC certifications.

## PRESENTATIONS & PUBLISHED PAPERS

- *Perturb & Observe MPPT Implementation Using Matlab/Simulink*, 9<sup>th</sup> International Conference on Ecological Vehicles and Renewable Energies 2014
- “How To Design Fun, Effective eLearning Units”, Workshop, ACK Teaching Language & Literacy to Arab ESL Students Conference, January, 2014
- “Language Program Management within the American Accreditation System”, Workshop, TESOLKuwait Conference, November, 2013
- “mLearning in the Classroom,” Workshop, March, 2013, TESOL Arabia Conference
- “mLearning Teaching Strategies,” Workshop, January, 2013, 1<sup>st</sup> Annual Conference, Australian College of Kuwait

## COMMUNITY SERVICE

- Board Member (Webmaster), TESOLKuwait 11/2013 - 12/2014
- Board of Directors, Sustainable Technology Institute 05/2009 - 08/2012
- Volunteer, Family Crisis Center 09/1980 - 07/1981
- Volunteer Crisis Counselor, Open Clinic 09/1979 - 06/1982

## SKILLS

Excellent management, administration, marketing, teaching, personnel supervision, customer service, and client relations skills. Expertise in instructional design, pedagogy/andragogy, eLearning (including gamification, ebooks, computer based instruction, and mobile learning), ESL, renewable energy. Speak/write French, speak Hausa, some Arabic. Excellent and varied computer skills. Adept or proficient with various Adobe products, LMS/CMS platforms, Udutu, Moodle, Blackboard, video/photo editing, screen casting, podcasting, and a variety of elearning tools.

## REFERENCES Available upon request