

Jessica M. Hill

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English Language Institute at Arcadia
6 Royal Avenue
Glenside, PA 19038

Education:

M.A. in Applied Linguistics, emphasis in TESOL, 2013

Ohio University, Athens, OH

- Certificates in CALL (Computer Assisted Language Learning) and TESL/TEFL

B.A. in English Literature, 2009

Oklahoma Baptist University, Shawnee, OK

- Minor in Teaching English to Speakers of Other Languages (TESOL)

University Teaching Experience:

Adjunct Instructor, April 2020- Present

English Language Institute at Arcadia University/Jiangsu University, Glenside, PA

- Provide synchronous and asynchronous online English skills instruction in writing and speaking courses for incoming international students
- Adapt curriculum, materials, and assessments to an online format while utilizing a toolkit of apps, websites, and other virtual resources for effective instruction, student support, and assessment in collaboration with the ELI at Arcadia

English Instructor (Theological): 2018- 2020

Theological English Department, Westminster Theological Seminary, Glenside, PA

- Taught English skills courses in Intensive English (IEP) and English for Specific Purposes (ESP) environments, including Advanced Theological Writing, a graduate level course
- Successfully transitioned a graduate writing course to a synchronous online environment with high rates of student satisfaction (course evaluations available upon request)
- Created and developed language skills-focused curriculum, materials, and assessments
- Served as Assessment Coordinator, writing, editing, and administering tests and testing services

Intensive English Program Lecturer: 2013-2017

Ohio Program of Intensive English (OPIE), Ohio University, Athens, OH

- Taught English writing, reading, and listening/speaking skills for undergraduates, graduate students, and short-term study abroad students from beginner to high-advanced proficiency levels in an EAP environment. List of courses taught available upon request.
- As Pronunciation Lab Coordinator (2015-2017), managed curriculum, workflow, and training and supervision of 20+ tutors serving 150+ IEP students
- Departmental service included work on the assessment committee, CEA accreditation curriculum subcommittee, socio-cultural team, and faculty advisor for the OPIE Student Union

Fulbright EAP Instructor and Project Supervisor: 2017

Fulbright Pre-Academic Program, OPIE, Ohio University, Athens, OH

- Equipped Fulbright scholars with academic research, writing, and presentation skills to prepare them for graduate programs in the US
- Supervised and provided feedback on scholars' primary research projects

Guest Foreign English Instructor: 2014

Summer Language Institute, LCC International University, Klaipeda, Lithuania

- Taught academic English reading, writing, listening and speaking to European high school students 3 hours per day in an intensive 3-week program and co-led camp social activities

Fulbright EAP Workshop Instructor: August 2013, July 2012

OPIE, Ohio University, Athens, OH

- Developed materials and presented two 2-hour workshops each year on listening and note-taking skills and academic honesty for visiting Fulbright scholars

Online Orientation Instructor: February-March 2013

Ohio University (Athens, OH) and Chubu University (Kasugai, Japan)

- Created syllabi, contextualized CALL materials, and oriented pre-arrival Japanese students in a cultural exchange program through weekly 2-hour tutoring

Coordinator of Xi'an-OU Language Exchange Program: September-December 2012

Ohio University (Athens, OH) and Xi'an Jiao Tong University (Xi'an, China)

- Coordinated the development of course curriculum and instruction of an online credit-bearing speaking & pronunciation course for 1st year business Ph.D. students

Ohio SPEAK Test Assessor of Graduate International TAs: 2011-2016

English Language Improvement Program (ELIP), Ohio University, Athens, OH

- Assessed the speaking fluency, grammar, and pronunciation of prospective international graduate student teaching assistants (TAs) once per term

Graduate Teaching Assistant (Instructor of Record): 2011-2013

Ohio Program of Intensive English, Ohio University, Athens, OH

- Taught one course per term with full teaching responsibilities in reading/writing or listening/speaking skills while receiving training and professional development

English as a Foreign Language Instructor: 2009-2011

Baoji University of Arts and Sciences (宝鸡文理学院) in Baoji, Shaanxi, China

- Full curriculum development and classroom responsibility for courses in writing, speaking, pronunciation, and culture for undergraduate English majors for two full academic years

Publications and Materials Development:

Hill, J., & Reiley, M. (2020, for in-house use only). *Listening and speaking for theology*. Glenside, PA: Westminster Theological Seminary. 303 pages.

Hibbs, P.T., Hill, J., & Reiley, M. (2020, for in-house use only). *Mastering theological English II: The ascent and the gateway*. Glenside, PA: Westminster Theological Seminary. 700 pages

Jarvis, S., O'Malley, M., Jing, L., Zhang, J., Hill, J., Chan, C., & Sevostyanova, N. (2013). Cognitive foundations of cross-linguistic influence. In J. W. Schwieter (Ed.), *Innovative research and practices in second language acquisition and bilingualism* (287-307). Amsterdam, The Netherlands/New York, NY: John Benjamins.

Conference Presentations:

"Innovating and Adapting Programs and Materials When Everything is Changing," Panel Discussion Participant, PAIS Interest Section, TESOL International [Webinar], July 2020

"Pronunciation Labs on a Budget." MSU Learning Symposium, Best Practices in Teaching Speaking and Pronunciation, East Lansing, MI, April 2018

“Extensive Reading Projects: Effective tools for engaging adult learners in outside-of-class reading,”
OHIO TESOL conference, Columbus, OH, 2015.

“Teaching English Pronunciation Online: An international language exchange experience,” Ohio
University CALL Conference, Athens, OH, 2013.

Professional Affiliations, Skills and Awards

- TESOL International (2014-Present) and CELEA (2015-Present)
- Past membership in Ohio TESOL (2015-2017), CALICO (2012-2016), and AAAL (2013-2015)
- Low-intermediate speaking proficiency (HSK level 2) in Mandarin Chinese
- Proficient in teaching online thru videoconferencing and CMS platforms such as Zoom, Skype, Canvas, Blackboard, and Moodle in synchronous, asynchronous, and hybrid formats
- Efficiently use and instruct students in the use of language learning apps and websites
- Writing and teaching familiarity with MLA, APA, Chicago, and Turabian formats
- Tutoring program administration, scheduling, and payroll management
- Experience with test prep and proctoring of international language exams (TOEFL, IELTS)
- Coady Award for excellence in phonology (Ohio University, 2013)