

EDUCATION	Doctoral Level Studies, 2004 – 2008 Indiana University Bloomington B.Phil. Linguistics, 2002 University of Pittsburgh
PRESENT POSITION	Associate and ELA Content Specialist <i>2018 – present</i> Contributes to edCount’s organizational objectives through intellectual engagement and extensive English language arts content expertise; Manages workflows within projects based on guidance from project directors; Develops and revises item specification documents and test blueprints; Develops and revises assessment item types for large scale summative assessments that align to standards and item specification documents; Facilitates assessment development training workshops, including training and providing feedback to item writers; Develops item-specific scoring rubrics and other supplemental item information; Supports corporate development through management of junior staff; develops corporate knowledge and knowledge of individual program areas and projects
PROJECTS	Assessment and Curriculum Development Indiana State Department of Education WIDA and Academic Standards Correspondence Study Designed materials for expert panelists to rate the correspondence between the WIDA English Language Proficiency Standards and the Indiana Academic Standard. Created materials for and facilitated the panelist training and post-study discussion. Analyzed the data from the survey and contributed to the final report. Worked with the client and colleagues to ensure that the study was designed and executed to meet its goals. Louisiana’s Educational Assessment Program Connect Assessment System for Students with Cognitive Disabilities (LEAP) Utilized expertise as ELA Content Specialist to compose literature and informational text reading passages and item sets for LEAP Connect Practice Test at three levels of complexity (i.e. Tiers 1-3); followed item specification and applied specific criteria based on alternate achievement standards (AA-AAS); formatted passages and items according to LDOE LEAP Connect requirements New York State Assessment Development – English Language Arts and Mathematics: New York State Department of Education (NYSED) Utilized expertise as ELA Content Specialist to serve as a dedicated resource to Questar Assessment, Inc; revised assessment materials including item specification documents and test blueprints; edited and revised assessment items including multiple-choice and constructed-response for large-scale summative assessments that are aligned to standards and item specification documents; provided feedback and consultation to NYSED with respect to ELA development

Professional Experience

Assessment Alignment Evaluations

Facilitated educator panels to evaluate the alignment and fairness of state assessments; served on a panel to rate assessment items according to alignment to standards, degree of difficulty, and depth of knowledge; evaluated evidence to measure the degree to which the assessment reached the appropriate population of students, as well as the rationale for the assessment; collaborated with researchers to convey this information to stakeholders within the department of education; supported the development of final documentation. Current and previous alignment studies include:

Louisiana ELPT Alignment Evaluation

Indiana Department of Education (IDOE) I AM Assessment

New York State Regents Exam for English Language Arts

ELA Content Specialist, WestEd

2016 – 2018

Worked with contractors and team members to write, edit, and design items. Responsible for moving items through various departments and collaborated to ensure quality. Contributed to the development of commissioned and permissioned passages, including the writing, editing, and selection of art for passages. Worked with other teams such as art, research librarians, and universal design specialists to ensure passage quality. Facilitated client review meetings, including in-person teacher workshops and item review committees. Contributed to alignment studies in which clients submitted online course content and assessments and the materials were analyzed to determine their alignment to the CCSS and other standard sets. Contributed to interdisciplinary content and content in science, social studies, and computer science. Contributed to quality control studies in which clients submit materials such as online courses or assessments for an analysis of the accuracy, appropriateness, and efficacy of language arts learning and testing materials. Participated in forms construction and data review activities. Responsible for designing content based on the Common Core State Standards as well as the standards of individual states from grades K-12.

Assessment Specialist, Pearson

2012 – 2016

Worked as a grade level and grade band lead on various state and multi-state assessment projects. Managed the development of commissioned and permissioned passages, including the writing, editing, and selection of art for passages. Worked with other teams such as art, research librarians, and universal design specialist to ensure passage quality. Responsible for various parts of the item development process. Worked with contractors and team members to write, edit, and design items. Trained teammates, contract writers, and clients on proprietary software. Facilitated on-line and in-person review committee meetings with clients and educator committees. Participated in forms construction and data review activities. Designed content based on the Common Core State Standards as well as the standards of individual states.

Director of Language Arts Curriculum, Edison Learning

2011 – 2012

Developed ELA content and led a team of language arts teachers and subject matter experts in their various jobs in online teaching, online course development, and assessment development. Developed scope and sequence for year-long academic course programs at

grades 3-8. Selected, wrote, and edited a variety of fiction and nonfiction reading passages to be used in lessons. Created lesson content and assessments as well as supplementary materials and teaching guides. Managed contract writers and other language arts specialists. Advised the online ELA teaching staff. Worked with software contractors to aid in the creation of an online writing center by determining parameters for an automated scoring program. Advised software developers on natural language processing technology and resources. Modified existing course and assessment content upon the introduction of the Common Core State Standards. Evaluated lesson materials to check alignment for state projects and added content to programs as necessary to bring the materials in line with Common Core learning goals. Created formative assessments and end of year assessments, including passage selection and writing as well as item writing.

ELA Subject Matter Expert, Edison Learning

2011

Responsible for the alignment of state and proprietary assessment materials to various types of standards, including those of individual states and the Common Core. Developed formative assessments.

ESL Instructor, Unium English Academy, South Korea

2010

Instructed students from K-12 at this independent language school in South Korea. Prepared lessons for levels from beginning ESL to TOEFL and IELTS level courses, focusing on grade-appropriate lessons with an emphasis on grammar and natural fluency for the children. Advised the school management on curriculum issues and aided in the selection and production of new curriculum materials.

ESL Instructor, American English Center, Ukraine

2008 – 2009

Responsible for teaching all levels of written and spoken English to teen and adult students at this independent school in Kyiv, Ukraine. Created supplementary materials and aided the staff in the selection and development of new materials to be used at the school. Further developed the special program of guided conversation practice groups offered by the school outside regular classroom time with an emphasis on using business and professional vocabulary and conversation skills.

Lecturer, Wisconsin International University

2008

Responsible for the instruction of college students in the university's Organizational Behavior course. Introduced basic concepts in psychology and sociology with an emphasis on how business, social, and educational practices differ throughout the world. Aided students with their English language skills and their preparation for educational experiences throughout Europe.

Assistant Instructor, Indiana University Bloomington

2005 – 2008

Responsible for teaching and supporting the professors in various classes offered through the Department of Linguistics and the Department of Slavic languages and Literatures. Courses taught included "Introduction to Linguistics," "Language and Thought" and "The Semiotics of

Advertising". For each class, attended lectures of the professor as well as taught three weekly sessions of additional material. Created and graded quizzes and exams.