JULIE YELLE

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PROFESSIONAL EXPERIENCE

JAY Multilingual Consulting, Washington, DC
Founder & Owner, August 2014 to present
- Translate Arabic, French, and Spanish organizational materials, legal documents, and reference works into English
- Select audio and reading passages, develop test items, and perform quality review for Arabic proficiency assessments
- Annotate Arabic-language social media datasets for supervised machine learning projects

Acclaim Technical Services, Inc., Reston, VA
Senior Arabic Linguist, October 2019 to February 2021
- Produced Arabic-to-English translations and wrote summaries and reports on Arab media coverage of Gulf developments
- Edited colleagues' drafts of written English-language deliverables for grammar, style, organizational structure, and accuracy
- Translated and processed audiovisual content to create English-language subtitles for Arabic video news reports

National Language Service Corps (NLSC), Fort Belvoir, VA (remote)
French Language Consultant, August 2019 to February 2020
- Performed quality control review of English-to-French translation of official US federal voting information
- Performed quality control review of online French language sustainment and enhancement course for NLSC members

The University of Maryland, College Park, MD
Senior Faculty Specialist, University of Maryland Institute for Advanced Computer Studies, March to September 2019
- Conducted a literature review of natural language processing approaches to clinical psychology
- Annotated Spanish-language social media data for sentiment and emotion and provided design feedback on process

Unity Health Care (through ScribeAmerica), Washington, DC
Medical Scribe, January to July 2019
- Documented patient history, physical examination findings, medical assessments, and treatment plans in primary care visits
- Trained, observed, and provided individualized feedback on accuracy and efficiency to newly hired medical scribes
- Performed simultaneous written English-language translation of Spanish-language patient-provider dialogue as needed

The University of Maryland, College Park, MD
Senior Faculty Specialist, Center for Advanced Study of Language, July to December 2018
- Developed Python scripts to calculate progress toward client deliverable quotas and normalize linguistic data
- Designed, introduced, and managed a process for identifying misspelled or ambiguous Arabic toponyms
- Recruited, interviewed, trained, and managed 15 native-speaker consultants, a research assistant, and three interns

Faculty Specialist, Center for Advanced Study of Language, February 2016 to June 2018
- Annotated, analyzed, and translated social media content in multiple Arabic registers and dialects
- Developed Python scripts for patent-pending Arabic natural language processing application programming interface
- Contributed to data collection and annotation for a 33-language optical character recognition (OCR) training dataset

The University of New Haven, West Haven, CT
Arabic Translator, July to August 2017
- Translated news articles from Arabic to English for crisis-forecasting research project
- Provided quality control feedback to Arabic-to-English translators and project leads

Georgetown University, Washington, DC
Program Manager, Center for Contemporary Arab Studies, January to July 2015
- Mobilized 12 part-time workers to co-create an office management manual and coordinate daily operations tasks
- Performed financial reconciliations for academic programs with a combined annual budget of $500K
- Introduced streamlined intra-office systems that eliminated duplicate IT and facilities tickets and late timesheet submissions

American Councils for International Education, Meknes, Morocco
Resident Director, Critical Language Scholarship Program, May to August 2014
- Oversaw academic, cultural, and safety components of 27-participant program in partnership with host organization
- Delivered weekly written reports to US Department of State and verbal reports to Washington, DC-based program staff

The University of Texas at Austin, Austin, TX
Teaching Assistant, Intensive Arabic I & II, August 2012 to May 2013
- Delivered six hours of in-classroom instructional assistance weekly, held office hours, and graded homework and tests
- Created two lesson plans used across six class sections and assumed primary teaching responsibilities as needed

Georgetown University, Washington, DC
Mentor, US–Middle East Partnership Initiative, June to August 2012
- Facilitated site visits and other key components of a US Department of State–funded civil society leadership program
- Enhanced the 20 participants' learning experiences through full-time academic, cultural, and residential support

National Democratic Institute for International Affairs, Washington, DC
Project Assistant, Maghreb, April to May 2011
- Expanded the organization's regional presence by supporting administrative procedures to establish a Libyan field office
- Produced Maghreb Daily News Update emails distributed to an external listserv using local French-language news sources
- Wrote political analyses and monthly programmatic updates for Tunisia, Libya, Algeria, Morocco, and Mauritania

Search for Common Ground, Washington, DC
Program Assistant, Track II Mediation Unit, March to May 2010
- Expanded program's coverage to North Africa by organizing all logistics of confidential meeting of regional experts
- Recruited and trained interns, managed intern workflow, and provided individualized feedback on writing tasks

The Woodrow Wilson International Center for Scholars, Washington, DC
Research Assistant to Ambassador (ret.) William Green Miller, November 2009 to May 2010
- Contributed editorial suggestions and secondary research content to non-papers and memoranda on Iranian nuclear issues and book manuscript on post-Soviet US relations with Ukraine

The Close Up Foundation, Alexandria, VA
Program Instructor, January to May 2009
- Delivered experiential civic education curriculum to weekly cohorts of 15–20 high school students from 25 US states
- Led interactive activities at historical sites, conducted civic engagement workshops, and facilitated policy debates

Georgetown University, Washington, DC
Mentor, US–Middle East Partnership Initiative, July to August 2008
- Facilitated site visits and other key components of a US Department of State–funded civil society leadership program
- Enhanced the 20 participants' learning experiences through full-time academic, cultural, and residential support

ACADEMIC PUBLICATIONS

Academic Publications

Rodrigues, P., Novak, V., Rytting, C.A., **Yelle, J.** & Boutz, J. (2018). Arabic Data Science Toolkit: An API for Arabic Language Feature Extraction. Language Resources and Evaluation Conference (LREC), Miyazaki, Japan, 7–12 May.

Rytting, C.A. & **Yelle, J.** (2017). DECCA Repurposed: Detecting transcription inconsistencies without an orthographic standard. In *Proceedings of the 2nd Workshop on Computational Methods in the Study of Endangered Languages*, Honolulu, HI, 6–7 March (pp. 116–121). Stroudsburg, PA: Association for Computational Linguistics.

EDUCATION

Degree Programs
Master of Arts, Middle Eastern Languages & Cultures (Arabic Linguistics), The University of Texas at Austin
Bachelor of Science in Foreign Service *magna cum laude*, Middle Eastern Studies, Georgetown University
Bachelor's Exchange Program, Sciences Po Middle Eastern and Mediterranean Undergraduate College

Certificate Programs
Certificate, Women's Entrepreneurship, Cornell University
Certificate, International Development and Social Change Project Design, Middlebury Institute of International Studies at Monterey
Certificate, Center for Arabic Study Abroad Fellowship, The American University in Cairo

Additional Training
HMX Fundamentals Online Certificate Program: Physiology & Biochemistry, Harvard Medical School
Graduate Coursework: Data Science & Machine Learning and Data Mining, The University of Maryland, College Park
Summer School in Corpus-based Natural Language Processing, Lancaster University
Bread Loaf Translators' Conference, Middlebury College
Upper Intermediate Hebrew (level Gimel), Jerusalem Ulpan, Rothberg International School, The Hebrew University of Jerusalem
Advanced Spanish, Academia Latinoamericana de Español (Cusco, Peru)

SKILLS

Languages: French (fluent), Arabic (fluent), Spanish (advanced), Hebrew (conversational)
Technical: Microsoft Office Suite, Python