



Personal profile

I am noted for my patience and efficiency, and praised for my excellent cross-checking skills. My teaching and writing background, as well as my Spanish language skills, inform my work.

Memberships

Chartered Institute of Editing and Proofreading:
Intermediate level (CIEP)
English Language Teaching Publishing Professionals

Continued professional development

Word for Practical Editing (CIEP)
Avallain Author Introductory Training for ELT
Publishing Professionals
Copyediting 1: Introduction (CIEP)
P1: Introduction to Proofreading, Society for
Editing and Proofreading (SfEP)
P2: Proofreading Headway (SfEP)

Qualifications

2011
Master of Arts in Education: distinction
Oxford Brookes University, UK
Dissertation: factors that affect English as an
Additional Language (EAL) students' learning

2004
AS-Level Spanish: distinction in speaking
University of Cambridge International Examinations

1995
TEFL Diploma in Teaching English as a Foreign
Language RSA/UCLLES

1988
Postgraduate Certificate in Art Education (PGCE)
University of London, Goldsmiths
Teaching qualification ref: RP87/54278

1986
Bachelor of Arts, Honours: 2.i Visual Arts
University of Lancaster, UK
Minor: English Language and Theatre

Employment history

2012 – present copyeditor and proofreader
Specialist areas: English language learning, educational
methodology, sustainability
Clients: South Pole; Compass Publishing; Lingoda;
British Council; various multilingual academic authors.

2006 – present ELT author
Writing teacher guides, workbooks, student books
and digital worksheets
Clients include: University of Dayton Publishing,
Mexico; Cambridge University Press, Italy; Richmond
Publishing, Mexico and Spain; McGraw-Hill, Spain;
National Geographic, Cengage Learning, USA.

Selected publications

copyeditor/proofreader:

BBELT 30th anniversary brochure
British Council (2021)
Sounds Great 2nd Ed. Compass Publishing (2020)
Communicating in Business English 2nd Ed.
Compass Publishing (2020).

author:

Open Up! Cambridge University Press (2021)
Open Day Richmond Publishing (2020)
Compass Richmond Publishing (2018)
Impact National Geographic Learning, Cengage
(2017)
English for Education College Trainers (EfECT)
teaching methodology: Effective Interactive
teaching, British Council (2015).

Recent classroom teaching

2012–2019 Teacher trainer
Core skills trainer and e-moderator (British
Council, Mexico)
Delivering 21st century skills training to Mexican
state school teachers and leaders; online
coaching of teachers for subsequent lesson
planning and classroom research; moderating
online forums and live webinars with teachers
across Latin America; writing sample lesson plans
that incorporate Core Skills for the online
platform
Freelance Spanish language teachers, (Mexico)
Sales consultants, (Richmond Publishing, Mexico)
Department of Education teacher educators,
(Myanmar).

2008–2012 EAL teacher
(St George's British International School, Rome,
Italy)
Teaching adapted National Curriculum English for
EAL students; writing, delivering and coordinating
withdrawal lessons; teaching IGCSE ESL
examination course; Cambridge International
GCSE examiner; in-class support in IGCSE and IB
partnership teaching; planning and adapting
mainstream materials; professional development
for all staff and Zambian orphanage volunteer
teachers.