Alexandra Mackenzie <https://alexmackenzie.uk/> email: alexmackenzie1@mac.com

**Personal profile**

I am noted for my attention to detail and praised for my excellent cross-referencing skills. My teaching and writing background as well as my Spanish language skills inform my work.

**Memberships**

Chartered Institute of Editing and Proofreading (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/UCLES

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

Specialisms: English languagelearning, educational methodology, sustainability

Clients: South Pole; Compass Publishing; Lingoda; British Council; Proofreading Birmingham, various academic writers.

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, National Geographic, Cengage Learning.

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).

**Recent classroom teaching**

2008–2012 EAL teacher

(St George’s British International School, Rome, Italy) Teaching Key Stage 3 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.

**Selected publications**

As a copyeditor/proofreader:

*Sounds Great* 2nd Ed.Compass Publishing (2020 ISBN: 978-1-64015-652-4)

*Communicating in Business English* 2nd Ed. Compass Publishing (2020).

As an author:

*Open Day* Richmond Publishing (2020)

*Open Up!* Cambridge University Press (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).