

ELIZABETH SARA YELLEN

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Dependable French>English and Russian>English translator drawing on over 15 years' experience as a literary researcher, editor, and college and high school teacher.

- **Accomplished linguist** with experience living, studying, and traveling abroad and communicating regularly in French and Russian.
- **Skilled writer** who has published dozens of newspaper articles and book reviews in academic journals.
- **Sought-after, detail-oriented editor** who has copyedited over 40 books and mastered *The Chicago Manual of Style*.
- **Organized leader** with demonstrated skills in project management and planning.
- **Resourceful researcher** who can quickly identify relevant information that will aid in producing accurate translations delivered on time.

EDUCATION

Professional Certificate in French-to-English Translation, NEW YORK UNIVERSITY SCHOOL OF CONTINUING AND PROFESSIONAL STUDIES (2012)

National Endowment for the Humanities (July 2009). Seminar in Avignon, France: Theatricality and Reality in Modern French Drama. Four-week course in French for United States-based teachers.

PhD/MA, Slavic Languages and Literatures, UNIVERSITY OF MICHIGAN, Ann Arbor (1998/1995). Dissertation: "Russia in the Prose of the First-Wave Emigration"

BA, magna cum laude, Russian and French, TUFTS UNIVERSITY, Medford, MA (1993). During Tufts-in-Paris junior year abroad, lived with a French family and studied literature and history at Universités de Paris III and IV.

TRANSLATING AND EDITING EXPERIENCE

Freelance Translator (2006–present)

- Translate texts from French and Russian into English in a range of fields, including legal (e.g., requests for proposals, briefs, leases, loan guarantees, various types of contracts), literature, education/pedagogy, marketing, sports (especially gymnastics).
- Published translations: *The Other Side of the Lens*, by OLOrtiz: photographs of Afghanistan by a Canadian sniper. *The Nameless Traveler*, by OLOrtiz: novel.

Freelance Copyeditor/Proofreader, ROWMAN & LITTLEFIELD; MPS NORTH AMERICA; YALE UNIVERSITY PRESS (2004–present)

- Edit nonfiction books on many subjects including politics, history, education, natural science, cinema, and literature.
- Edited Russian and French textbooks for MPS North America and Russian textbook for Yale University Press.

INTERPRETING EXPERIENCE

French:

LYCÉE FRANÇAIS DE CHICAGO, Chicago (2006–2013)

- Interpret meetings and presentations from French into English and vice versa. Subjects: differentiated instruction, positive discipline, general functioning of the school.

FRENCH CONNECTION XII, XIII, XV, Tecumseh, MI, and La Verpillière, France (1997, 1998, 2001)

- Served as liaison between American and French participants in grade 5 student exchange program.
- Translated on field trips and provided general information about France.

Russian:

Ann Arbor, MI (1997–1998)

- Interpreted medical terminology for hospital patients.
- Observed confidentiality practices while interpreting private telephone calls.

TEACHING EXPERIENCE

Adjunct Instructor of English, BLITSTEIN INSTITUTE OF HEBREW THEOLOGICAL COLLEGE, Chicago (2002–present)

- Design and teach courses in world literature, Shakespeare, drama, and advanced composition.

English Teacher, LYCÉE FRANÇAIS DE CHICAGO, Chicago (2006–2013)

- Designed and taught courses for grades 10, 11, and 12, both honors and standard.
- Adapted teaching approach to accommodate varying levels of English within a single classroom.
- Chaired the Steering Committee for the school's reaccreditation self-study (2007–2008).
 - Managed 33 subcommittees tasked with writing reports on different aspects of the school.
 - Edited and translated the individual reports before compiling them into a single, stylistically consistent document.
 - Organized and oversaw the stay of the reaccreditation visiting team in fall 2008.
 - Since the school won reaccreditation in 2008, continue to write reports that are part of the seven-year accreditation cycle.

English Teacher, MORGAN PARK ACADEMY, Chicago (2001–2006)

- Designed and taught courses for grade 12 (Advanced Placement English Language & Composition, Advanced Placement English Literature & Composition, standard).
- Designed and taught elective courses in world literature and film study.
- Taught Advanced Placement French Literature.

Graduate Student Instructor and Lecturer in Russian and French, UNIVERSITY OF MICHIGAN, Ann Arbor (1994–1999)

- French courses: 103 (first-year intensive), 102, 231, and 232 (second year)
- Russian courses: 101, 102, 201–202 (second-year intensive), 300-level seminar: Russians Abroad
- Director, Russian Summer Language Institute (1999)
 - Coordinated program offering first-, second-, and third-year courses.
 - Designed and taught intensive second-year grammar course.
 - Planned and supervised extracurricular activities.

INTERESTS

Travel: studied Spanish in immersion classes in Mexico, Guatemala, and Ecuador (summers 2005–2008, 2010–2011); photography; figure skating; theater.