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# Karen E. Caldwell

curriculum developer | trainer | researcher  
Brockville, Ontario

a **21<sup>st</sup> century education specialist** with 20+ years' experience in:

brain-based teaching, learning

employability training

online + mobile enhanced learning

professional development

curriculum + instructional design

cross-cultural communication

management + leadership

research + development

international education

## education

2015-2018	Doctor of Education, <b>Mind, Brain, and Teaching</b> (expected 2018) Johns Hopkins University, Baltimore, USA
2009-2011	Graduate Certificate, <b>Instructional Systems Technology</b> (Instructional Design) Indiana University, Bloomington, Indiana, USA
2000-2002	Masters in Arts, <b>Curriculum, Teaching, and Learning</b> University of Toronto, Ontario Institute for Studies in Education (OISE), Canada
1998-2000	Graduate Diploma, <b>English Language Teaching to Adults</b> (DELTA) Cambridge RSA, University of Cambridge, UK and Turkey
1990-1995	Graduate Diploma, <b>Teaching English as a Second Language, K-12 + Adults</b> (1994-95) Bachelor of Arts, <b>Latin American and Caribbean Studies</b> (1990-94) McGill University, Montreal, Canada

## experience

2017-now	<b>Teaching Assistant</b> , Doctor of Education program Johns Hopkins University, Baltimore, USA
2013-now	<b>Instructor</b> , English for Academic Purposes, United Arab Emirates (UAE), Bahrain <ul style="list-style-type: none"> <li>design, develop, and deliver instruction on employability + research</li> </ul>
2013	<b>Manager</b> , Administration Zayed University (both campuses), UAE
2012	<b>Manager</b> , Outreach + Learning Services, Recruitment University of Waterloo, Dubai, UAE
2011-2012	<b>Trade Commissioner</b> , Educ. + Training and Regional (Arabian Gulf) Educ. Officer Embassy of Canada, Abu Dhabi, UAE
2007-2011	Zayed University, UAE <b>Instructor</b> , English for Academic Purposes <b>Advisor to Provost</b>

## experience

2006-2007	<p>UAE Ministry of Education, Madaras Al Ghad Project, Dubai (2007)            UAE Ministry of Higher Education &amp; Scientific Research (2006-7)</p> <p><b>Programme Developer + Education Consultant</b>, National Education Reform (K-12)</p> <ul style="list-style-type: none"> <li>curriculum development + professional development (PD) + international recruitment (150 teachers)</li> </ul> <p><b>Student Support + Professional Development Supervisor</b></p> <ul style="list-style-type: none"> <li>managed 7 national professional development instructors</li> <li>designed, developed, evaluated national PD programme for high school English teachers</li> </ul>
2002-2007	<p>UAE University, Undergraduate General Requirements Unit, Al Ain, UAE</p> <p><b>Student Services Director</b> (2006-2007)</p> <ul style="list-style-type: none"> <li>led multi-cultural staff of 17 in the registration and academic support services of 2,500+ undergraduates</li> </ul> <p><b>Student Development Coordinator</b> (2005-2006)</p> <ul style="list-style-type: none"> <li>managed 120 teachers' tutorials, clubs, and support for 2,500 undergrads</li> </ul> <p><b>English program Coordinator</b>, (2003-2005)</p> <ul style="list-style-type: none"> <li>designed, developed, and evaluated curriculum, assessment, and learning materials for 800-1,200 students of English for academic purposes</li> <li>supervised + supported 75 academic instructors (including recruitment, evaluation, and professional development)</li> </ul> <p><b>Instructor</b>, English for Academic Purposes (2002-2003)</p>
1998-2002	<p>Bilkent University School of English Language, Ankara, Turkey</p> <ul style="list-style-type: none"> <li><b>Textbook developer</b> (2001-2002)</li> <li><b>Curriculum + Assessment Coordinator</b>, (1999-2000)</li> <li><b>Instructor</b>, English for Academic Purposes (1998-1999)</li> </ul>
1995-1998	<p>Kyungnam University, Masan, South Korea (1997-98)            SISA-ECC Pukdaegu Language Institute, Taegu, South Korea (1995-97)</p> <ul style="list-style-type: none"> <li><b>Instructor</b>, English for academic purposes and English as a foreign language</li> </ul>
1990-1995	<p>McGill University, Montréal, Canada</p> <ul style="list-style-type: none"> <li>Telecommunications administrator (1992-1995)</li> <li>Accounting clerk (1990-1992)</li> </ul>
1988-1990	<p>Ryan &amp; Lee Associates (investments + land development), Toronto, Canada</p> <ul style="list-style-type: none"> <li>Office Manager</li> </ul>
1986-1988	<p>Canada Trustco (now TD-Canada Trust), Ottawa, Canada</p> <ul style="list-style-type: none"> <li>Customer Service Representative</li> </ul>

## skills and training

2015	<i>Gamification in the Classroom</i> Queen's University	2004	<i>Statistics for Language Assessment</i> , Dubai, UAE
2014	<i>Mobile Enhanced Learning Leadership Certificate</i> , Zayed Univ.	2005-6	<i>Leadership Training</i> , Chair Academy, Higher Colleges of Technology (HCT)
2012	<i>Student Leadership - Facilitator Training</i> , University of Waterloo	2004	<i>Enhancing Teaching and Learning with Technology</i> , CTELT Pre-Conference, UAE
2007	<i>Project Management, Spearhead Training</i> , Abu Dhabi	2003	<i>Teaching with WebQuests</i> , Teacher Education Institute
2006	<i>Research by/for Teachers</i> , TESOL Arabia	2001	<i>Textbook Design + Development</i> , Dr. Brian Tomlinson, Ankara, Turkey
2006	<i>Change Mgmt; Cross-Cultural Mgmt.</i> Wollongong University, Dubai		

## presentations, workshops, seminars (led)

2015	<i>SMART Goals and Problem-Based Learning</i> , Bahrain Polytechnic	2006	<i>Developing an Exit Survey Tool in a Unique Context</i> , 25th Annual Conference of the 1st Year Experience, Atlanta, GA
2015	<i>Building an Effective Classroom Climate</i> , Zayed University, Abu Dhabi	2005	<i>The Lexical Approach</i> , 2nd Specialized English Language Conference, Min of Ed
2012	<i>English – Whose language is it, anyways?</i> Univ. of Waterloo, Dubai	2005	<i>The Lexical Approach and Concordancing</i> , TESOL Arabia, Dubai
2007	<i>Working for Washback: A UAE Case Study</i> , TESOL Arabia, Dubai, UAE	2004	<i>Reading Rate Development – Activities for the EFL Classroom</i> , TESOL, UAE

## publications

- Caldwell, K. (2004). Review of Basic English for Computing (Glendinning and McEwan, 2003). TESL-EJ, 8(3). Retrieved from: <http://tesl-ej.org/ej31/r1.htm> |
- Caldwell, K. (2004). Review of Grammar Sense 1 (Kesner Bland, 2004). TESL-EJ, 8(3). Retrieved from: <http://tesl-ej.org/ej31/r2.html>
- Caldwell, K. (2003). Review of Computer Applications in Second Language Acquisition (Chapelle, 2001). Language Awareness, 12(2), 147-150.
- Caldwell, K., A. Ferrell, S. Onalan, M. Derince & Lyons, P. (2002). Bilkent Academic Studies in English: BASE 1. Ankara: Bilkent University Press.
- Caldwell, K. and C. Samuel (2001). Review of the Test of Spoken English (TSE). Canadian Modern Language Review, 58(2), 319-326.