

Kailah Weiss-Weinberg

Kailah.WW@gmail.com | (608) 636-3535 | LinkedIn: www.linkedin.com/in/kailahww/

Professional Summary

Diverse work background in education, non-profits, and 4+ years of experience in Asia. Professionally competent in Mandarin Chinese, with strong verbal communication, writing, and inter-cultural skills. Friendly. Effectively organizes with diverse stakeholders and navigates complex situations well.

Professional Experience

Enrichment Instructor: Love. Learn. Success., Richmond and Oakland, CA 08/2014 – 07/2015

- Taught project-based Summer STEM classes to 1st and 5th grade students, focusing on building confidence, the Engineering Design Process, and core scientific concepts through toy-making.
- Designed and implemented Gardening/Ecology, Chinese Language & Culture, and world cooking classes to Kinder, 1st-3rd grade, and 6th grade low-income, underserved students.
- Supervised 120 children during play, recess, and mealtimes. Focused on positive holistic development; emphasizes on core values of respect, responsibility, honesty, and compassion.

ELS Educational Services, Inc., San Francisco and Berkeley, CA

- **IELTS Exam Invigilator and iBT TOEFL Exam Proctor** 01/2014 – present
 - Follow strict procedural & confidentiality guidelines for both exams.
- **ESL (English as a Second Language) Teacher** 12/2013 - present
 - Develop curricula. Plan, teach, and mentor classes of 5-25 adult students aged 18-60. Requires intensive communication, patience, and the ability to explain complex terms to any learner.
 - Substitute teach in all subjects and skill levels. Planned and taught 4 month-long sessions: reading/writing, listening/speaking, vocabulary, news, conversation; beginner to advanced.

Front Desk Host: Impact Hub Oakland, Oakland, CA 05/2014 – 04/2015

- Greeted members & visitors, troubleshoot issues. Helped create a positive, functional space.

ESL Teacher: Kid Castle Educational Corporation, Xining, Qinghai, China 08/2012 – 08/2013

- Planned and taught ESL to 8 classes/day of 20 students per class, aged 3-13, using a fun, communicative, student-centered approach while emphasizing all four language skill areas.

Volunteer Translator: Heifer International-China, Chengdu, Sichuan, China 06/2012 – 06/2013