

ANNEKE J. MEINHARDT

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[e-portfolio](#)

EDUCATION

Simpson University, Redding, California, USA Aug 2014 -- present
working toward Multiple Subject Teaching Credential

University of Hawaii at Manoa, Honolulu, Hawaii, USA *magna cum laude*, December 2013
Bachelor of Arts Degree - *Second Language Studies*

Minor - *Japanese*

Relevant Courses

- SLS 302 Second Language Learning
- SLS 303 Second Language Teaching
- SLS 380 Bilingual Education
- SLS 430 Pidgin and Creole English in Hawai'i
- SLS 441 Language Concepts in Second Language Learning and Teaching
- SLS 480P Globalization
- SLS 485 Professionalism in Second Language Studies
- SLS 490 Second Language Testing

Simpson University (transferred from), Redding, California, USA Aug 2009 -- May 2011

Relevant Courses

- ENGL 3280 Seminar of English Grammar
- COMM 3250 Interpretive Reading
- TESL 3000 TESOL Theory
- LING 4320 Language Learning

WORK EXPERIENCE

Teacher, Plumitas Charter School, CA August 14 -- present

unique position requiring combination of the following:

- instruct grades K-5 in all subjects in a classroom setting
- design individualized learning programs by selecting and modifying multiple curricular resources
- in addition, conference regularly with independent-study students and parents and monitor student progress

New Intensive Courses in English (NICE), Interchanger, Hawaii Aug 2012 -- Dec 2012

English conversation partner twice weekly for international students
create comfortable environment and facilitate one-hour discussions on assigned topics often leading to examination of cultural differences

Copy editor, Wilma Norris Knight's autobiography, [Acts of Kindness: My Story](#). 2011

correct errors in grammar, punctuation, spelling
provide feedback in style, usage, and content

English tutor, Simpson University, CA Jan 2011 -- April 2011

met with student 1-2 hours per week as needed to explain and help with English Grammar coursework

Shift lead, Hiking Hawaii Cafe, HI Jan 2014 -- June 2015

preparation and service of full menu; lead and train during night shifts
offer expertise on Oahu hikes and book hiking tours

Barista, Starbucks Coffee, HI Aug 2013 -- Jan 2014

multi-task under pressure in a fast-paced environment with range of priorities
create a variety of customized drinks

Clerk, Deli Assistant, Barista, Peninsula Market, CA Summers 2010 -- 2013
preparation and service of full menu including deli and barbeque
creation of espresso, blended drinks and shakes for licensed Seattle's Best Coffee
grocery store cashier, stocking

Pro Assistant and Clerk, Country Club Tennis Pro Shop, CA Summers 2011 -- 2013
schedule tennis court sessions for country club residents and guests
schedule tennis lessons for children/adults and occasional assistant in children lessons
cashier, stock, clean

Office Assistant, to Jacqueline Cordova, CA Summers 2008 -- 2013
artwork inventory and information-gathering into charts on Excel computer program
house-cleaning and yard work such as wood-stacking, gardening, mowing

Tour Assistant, Big Brothers and Sisters, HI Feb 23, 2013
lead group of high school Japanese students around designated attractions in Waikiki,
communicating using English at students' level

Waitress, Thai Valley Cuisine, HI Aug 2011 -- Dec 2011
effectively communicate information between parties and meet customer needs

VOLUNTEER EXPERIENCE

Copy editor, E-book *Creating a Vision to Lead: A Workbook for the Social Entrepreneur.* 2012
examine for typos, spelling, punctuation, or other errors
examine for grammatical errors or style inconsistency
polish and reword sentences to improve flow and clarity
provide feedback on content and organization

Mission team, Lake Almanor Youth Group, Mexico Spring breaks 2008 -- 2010
work with team for one week to build houses near Tijuana, Mexico
homeless relief; volunteer at charity organizations (i.e., Salvation Army and food distribution centers)
in San Francisco, California

AWARDS

Dean's List, University of Hawaii, 3.5 required (3.91 average) Aug 2011 -- May 2013
Dean's List, Simpson University, 3.7 required (4.0 average) Aug 2009 -- May 2011

SKILLS

Languages

Japanese (beginning-intermediate)
French (beginner)

Computer

proficient in Microsoft Word, Powerpoint, Adobe Photoshop 7.0 for PC
comfortable with Microsoft Excel, Publisher, and Macintosh operating systems
comfortable with learning and utilizing available website hosts to create and maintain websites

INTERESTS

Professional - education; creative assessment; proofreading; education
Personal - hiking, piano, pencil drawing, literary analysis, philosophy, photography, travel (have been to Japan, Holland, Belgium, Germany, France, Mexico)

REFERENCES

Available upon request.