**Nadiah Ammar**

(713)363-1305 nadiahammar225@gmail.com Houston, TX

**Educator**

Instruction | Advising | Retention

**CAREER PROFILE**

Dedicated educator with over 12 years of experience in higher education, successfully help students reach their personal, academic and professional goals. Promotes student success and retention through teaching, coaching and advising. Collaborative team player who adapts to change quickly and welcomes challenges.

**CORE COMPETENCIES**

Multicultural Education | Language Teaching | Cultural Awareness | Verbal and Written Communication | Collaboration | Customer Service | Academic Advising | Retention | Technology | Test Prep | LMS| People Soft

**EXPERIENCE**

**Houston Community College, Houston, TX**

*Faculty, Intensive English 08/2021- Present*

Taught ESOL 0355 Advanced Grammar, ESOL 0353 Advanced Reading, ESOL 0354 Advanced Writing, ESOL 0356 Advanced Conversation, ESOL 0350 Adv. Intermediate Reading, ESOL 0351 Adv. Intermediate Composition.

* Taught all class formats: face-to-face, online anytime, online on a schedule and hybrid.
* Designed curriculum using OER
* Contributed to department committees by assisting in developing course maps, course calendars, assessments and materials.

**University of Houston-Clear Lake, Houston, TX**

*Adjunct Professor in College of Education 08/2020- Present*

Teach Foundations of Bilingual and ESL Education undergraduate course. Work with a team of faculty to design course assignments and organize course content.

* Organized and presented a panel discussion titled *Language Education Beyond Borders*
* Designed extra credit opportunities for students to attend live adult ESL classes which allows them to have real-world experience.

**Houston Community College, Houston, TX**

*Instructor in the department of Continuing Education/ English Language Skills 01/2020-08/2021*

Taught English language skills and communication skills for work and career development through face-to-face and online instruction using Canvas LMS. Participated in lesson and course development.

**University of Houston-Clear Lake, Houston, TX**

*Research Assistant in College of Education under supervision of Dr. Judith Marquez and Dr. Leslie Gauna, 07/2019- 10/2019*

Maintained records and produced clear written and oral reports*.* Entered data, coding and analysis*.* Coordinated between departments: college of education, faculty, staff, participants and test center.Recruited participants for the study.

**San Jacinto Community College, Houston, TX**  *Instructor (ESOL), 01/2018-08/2021*

Teach Oral Communication and Reading & Writing in College Prep Department delivered through face to face and online instructionusing Blackboard LMS.

* Provided students with professional and academic advising with exploration of career paths leading to 94.3% retention in both Spring and Summer semesters of 2020.
* Implemented collaborative learning techniques to improve employability skills in student population and enhance language acquisition
* Monitored student's progress and implemented early alert programs leading to 100% completer success rate in both Spring and summer semesters of 2020.
* Collaborated with senior faculty to create and facilitate “Conversation Hour” which is a free service for English language learners which has resulted in increase in speaking fluency and confidence of students in addition to promoting the ESOL program.

**ELS Educational Services, Houston, TX** *Lead**ESL Instructor and Academic Advisor, 08/2015- 08/2018*

Taught intensive English courses to all levels of international students who were preparing to enroll in US universities. Wrote tests and evaluations of students. Entered test data regularly and maintained student records. Conducted placement tests, interviews and student orientation. Part of a team that collaborated with UHCL to provide academic advice and guidance.

* Organized student extra-curricular activities which led to intercultural communication and positive atmosphere among students.
* Designed and conducted in-service professional development sessions to assist with the training of new teachers.
* Received Award of Excellence in Teaching in 2016

**University of Dammam –Dammam, Saudi Arabia**

*Coordinator and ESL Instructor of Health track of Preparatory Year Program, Faculty of Medicine 09/2010-06/2014*

Supervised a team of 15 teachers**,** conducted periodic track meetingsand teacher evaluation. Taught Academic WritingandGeneral English coursesto all levels.

* Coordinated orientation week for new teachersincluding teaching cultural awareness sessions which led to a smooth transition for teacher coming from western backgrounds.
* Designed curriculum for English for special purposes ESP courses to expand the courses offered to prep year program students leading to increased enrollment.
* Created curriculum and pacing schedule for new TOEFL preparation course for the department including test administration and training teachers.

**EDUCATION**

**Masters in Multicultural Studies in Education and ESL M.S. (2019)** *University of Houston- Clear Lake, Houston, TX*

**CERTIFICATES**

* Online Course Design: ACAdemic Learning (San Jacinto)
* Certificate in English Language Teaching to Adults (CELTA) Cambridge University (2015)
* Teaching English as a Foreign Language (TEFL) certificate -150hrs (2010)

**SPECIAL SKILLS**

* Computer: Microsoft 365, Google Suite
* Instructional Technology and Learning Management Systems: Blackboard & Canvas, People Soft.
* Conferencing applications: Zoom, WebEx, Blackboard Collaborate, Kaltura Live Room, Teams

**PUBLICATIONS**

* *Building Rapport to Reduce Anxiety* published in Modern English Teacher magazine 01/2020
* *ESL Vocabulary Notebooks: A Powerful Tool for Learning and Retention* https://www.cupofteacoaching.com/post/2019/08/07/vocabulary-notebooks-learn-and-retain

**PRESENTATIONS**

* *Language Education Beyond Borders* Panel Discussion-UHCL, 2020
* *Engagement Through Collaboration-* San Jacinto College, 2019
* *Comprehensible Input: Foreign Language Teaching*- UHCL, 2018
* *The Differences Between Arabic and English-*ELS Language Center, 2017
* Alternative Extensive Reading Activities-ELS Language Center, 2016
* *Reading Comprehension Strategies-* University of Dammam, 2014
* *Test Strategies for TOEFL Speaking Tasks*- University of Dammam, 2013
* *Promoting Teaching Essay Skills-* KASAALT, 2013

**Committees**

Chair of Student Recruitment & Retention Committee

*Houston Community College, Department of Intensive English*