

JOSEPH ARXHOEK



WORK EXPERIENCE

BRITISH COUNCIL REGIONAL ENGLISH TRAINING CENTRE, BANGKOK, THAILAND

Lead Teacher Trainer – September 2017 – October 2018

- Planned and delivered English language teaching and methodology training for Thai primary and secondary school teachers working in Thai government schools
- Line-managed a team of 2 trainers, conducted observations and lead academic development within the centre
- Mentored, co-trained, observed and helped support the development of a team of 3 Thai Master Trainers

LAUREATE ENGLISH PROGRAM, STAMFORD INT'L UNIVERSITY, BANGKOK, THAILAND

Academic Manager and Head of Undergraduate Writing – November 2015 – September 2017

- Managed a team of 4-6 teachers, set KPIs, conducted observations, supported professional development
- Rewrote, coordinated and taught the entire undergraduate writing curriculum for the university
- Created and shared resources and managed a shared drive with syllabi, lesson plans and other resources
- Conducted in-service training sessions at least twice per term
- Taught credit and non-credit EAP courses (12-18 hours per week)

Lead Lecturer – April 2014 – October 2015

- Taught general English and EAP to students preparing for admission to English medium international and bilingual programs at the university.
- Lead a team of 4-8 teachers, organize and chair bi-weekly team meetings, write and improve curriculum and assessments, coordinate peer observations

IDP EDUCATION, BANGKOK, THAILAND

IELTS Speaking and Writing Examiner – February 2015 – present

- Assess candidates' spoken and written skills according to IELTS standards.

AMERICAN LANGUAGE PROGRAM, COLUMBIA UNIVERSITY, NEW YORK CITY, USA

Adjunct ESL Instructor - July 2012 – September 2013

- Taught integrated skills EAP and general ESL classes to adult students at beginner, intermediate and advanced levels.
- Assisted students with college applications, academic writing and test preparation (TOEFL, IELTS).

AMERICAN LANGUAGE INSTITUTE, NEW YORK UNIVERSITY, NEW YORK CITY, USA

Adjunct ESL Instructor – February 2012 – September 2013

- Taught integrated skills EAP and general ESL classes to adult students at beginner, intermediate and advanced levels, first as student teacher (February-May), then as adjunct instructor (June onwards).
- Assisted students with college applications, academic writing and test preparation (TOEFL, IELTS)

DEMONSTRATION SCHOOL OF SUAN SUNANDHA RAJABHAT UNIV., BANGKOK, THAILAND

English Instructor – May 2008 – January 2011 and November 2013 – February 2014

- Taught reading, writing and grammar to EFL students at a bilingual secondary school.
- Wrote and taught extracurricular courses (blogging, pen pal club, extensive reading program, French club).

MOBILITY BENEFITS, PARIS, FRANCE

International Claims Administrator – February 2004 – July 2007

- Managed insurance portfolio and processed medical claims in French, English and Dutch.

EDUCATION**NEW YORK UNIVERSITY – NEW YORK CITY, UNITED STATES OF AMERICA**

Master of Arts in TESOL (Teaching English to Speakers of Other Languages) (2011-2012)

UNIVERSITY OF AMSTERDAM – AMSTERDAM, THE NETHERLANDS

Bachelor of Arts in English (focus on literature, linguistics and culture) (1999-2003)

Minor in Journalism

CERTIFICATIONS**CAMBRIDGE DELTA – IH – CHIANG MAI, THAILAND**

Module 1 – Pass with Merit (2017)

Module 2 – Portfolio submitted (results Feb 2019) (2018)

IELTS EXAMINER – IDP – BANGKOK, THAILAND

Active Status - Examiner number 986632 (2014)

CAMBRIDGE CELTA - ECC – BANGKOK, THAILAND

Certificate in English Language Teaching to Adults – Pass B grade (2008)

OTHER CERTIFICATES AND ACHIEVEMENTS

Speaker at Thailand TESOL (2019)

“Teacher’s Changes Beyond Boot Camp Thailand”

Teacher Trainer Development (NILE – certificate) (2018)

From Teacher to Manager (Laureate International Universities – certificate) (2016)

**ACADEMIC
INTERESTS**

Language development for teachers, English for academic purposes, vocabulary acquisition, extensive reading programs, English and American literature, English as a world language / lingua franca

LANGUAGES

English (native level), Dutch (native), French (fluent), German (intermediate), Thai (intermediate)