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**Victoria Jaén, Ph.D.**

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**Professional Experience:** Professional academic and higher education administrator with multicultural experience. Background in ESL education and cross-cultural matters. Multilingual in Spanish, French, and English. Experience as chairperson, Director of ESL Program and Director of Honors Program. Skillful in interacting with varied constituencies. Holistic approach to learning and teaching. Experienced faculty member. Professional interpreter and translator.

**Education:**

Ph.D.: University of Massachusetts at Amherst. Literary Criticism and XX Novel.

Master's: Applied Linguistics: Second Language Acquisition.  
University of Massachusetts at Amherst

Master's: Hispanic Philology and Dialectology  
University of Salamanca, Spain

in Spanish 2015  
K-12 Certified in French 2016  
in ESL 2018

- Qualified Medical Interpreter
- Qualified Court Interpreter
- Qualified translator

Languages Spoken: Spanish, French, English. Native fluency.

Leadership Development Institute Graduate – Academic year 2018-2019

**Professional skills:**

- **Management initiative:** Ability to take charge and action without being told what to do
- **Leadership:** Ability to set a direction and get others to follow
- **Aptitude for data:** Ability and willingness to work with numbers
- **Communication:** Ability to listen, speak, and write well in all situations
- **Social skills:** Natural ability to work with people in all kinds of situations
- **Taste for variety:** Broad range of tasks, high level and detail, proactive
- **Counseling skills:** Trained to listen and advise on professional and business settings.

**Work Experience:**

Business owner and founder of *Languages and More* ([www.languagesnmore.com](http://www.languagesnmore.com)) (2019 to Present)

Severna Park Middle School, World Classical Languages Teacher (2013- 2019)

Laureate Education, Inc. Curriculum Developer.

Stratford University. ESL Program Director.  
General Humanities faculty

Anne Arundel County Public School System, Fort Meade High School, Spanish and French Teacher

Associate Tenured Professor, Department of Foreign Languages. Marywood University, Scranton, PA.  
Director of the Honors Program at Marywood University, Scranton PA

### **Community Experience:**

Translator and interpreter for Pennsylvania Rural Opportunities at Monroe Clinic in Noxen, and for Wilkes-Barre General Hospital. French-English and Spanish-English. (August and September 1991)

Newsletter editor for Northeastern Network Inc., and organization created to promote the growth of minorities, Wilkes-Barre.

Organizer and coordinator of the ESL Program for the Spanish-speaking community of Scranton, PA. An independent program created by the Hispanic Outreach Program of Catholic Social Services.

Certified trainee by the American Red Cross to educate Hispanics on HIV/AIDS in English and Spanish. Board member of the NEPA HIV Coalition until 1998.

Bilingual consultant: court cases, interpreting, children agencies, etc.

Commissioned on Prison Ministry by the Pastoral Ministry Program of Mercy Hospital in Scranton, PA.

Volunteer mentor and trainee for the *Women in Transition Together* Program at the Lackawanna County Prison in Scranton, PA. Organized by the Family Matters department of EOTC.

**Computer skills:** Word, Outlook, Web Design, Excel, Access, Power Point., Publisher, Web CT, DreamWeaver, Moodle, BlackBoard, One Note, 360, SmartBoard ...

### **References**

Dr. Lloyd Gibson      Dean of Business  
Bridgeport University  
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Andrea Alcombright      Chairperson, WCL Severna Park Middle School  
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