

GYL C. G. MATTIOLI

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EDUCATION

Georgia State University, Atlanta, Georgia

2002

MA – Masters of Arts in Applied Linguistics and English as a second language

- Courses taken include *Approaches to ESL/EFL Teaching, General Linguistics, Second Language Acquisition, Sound System of English, Intercultural Communication, Practicum for Teachers of ESL/EFL, Issues in Second Language Writing, Teaching Second Language Listening Comprehension, English Grammar for ESL/EFL Teachers, Materials Design, Research Design, and Bilingualism.*

International House, Rome, Italy

1997

CELTA – Certificate of English Language Teaching to Adults

- Semi intensive course, continuous assessment, culminating in a certificate granted by University of Cambridge, Local Examination Syndicate/ Royal Society for the Arts.

Rhode Island School of Design, Providence, Rhode Island

1987

BFA – Bachelors of Fine Arts, Ceramics

- Three years of undergraduate academic and studio courses.

Temple University Abroad, Rome, Italy

1985-1986

One-year program in Sculpture and Ceramics

- Yearlong courses in Fine Arts and academics.

TEACHING EMPLOYMENT HISTORY

Université d'Antsiranana, Madagascar

September 2003 – May 2004

EFL Instructor/ Consultant

- As part of the English Language Fellow Program, full-time instructor in the university's English language department. Courses taught include Anglo-American Culture I & II, Advanced Writing III, ESP Oral Communication III, ESP Integrated Skills III, ESP Listening Comprehension III, and Intercultural Communication III as part of a series of English for specific purposes (ESP) courses for the department's English for Business and Tourism degree track. Also involved in syllabus development and design, materials development and design, leading three extracurricular English clubs, and in various university-sponsored professional development seminars for local EFL educators, as well as setting up and managing the American Corner, an English-language section of the university library sponsored by the US Embassy in Madagascar.

Georgia Perimeter College, Dunwoody, Georgia

January - August 2003

ESL Instructor/ Italian Instructor

- Part-time adjunct instructor in the ESL department. Courses taught included Academic Writing, Integrated Skills II, Academic Communication II and Writing Workshop, as well as Italian drill sessions for the Critical Language program

Gwinnett Technical College, Lawrenceville, Georgia

January - June 2003

ESL Instructor

- Part-time instructor in the college's ESL program teaching basic skills to adult learners

Georgia State University, Intensive English Program, Atlanta, Georgia

June – December 2002

ESL Instructor

- Employed as a Graduate Teaching Assistant in Georgia State University's English for academic purposes (EAP) program. Courses taught included Extensive Reading and Oral Communication. Participated also in the GSTEP administration process as an oral interviewer/ rater.

Atlanta Technical College, Atlanta, Georgia

October 2001 – June 2002

ESL Instructor

- Responsible for teaching English as a Second Language to students of varying ages and levels of proficiency in the College's Vocational English as a Second Language (VESL) program. Taught two daily courses, low-intermediate and high-beginning levels, using a variety of materials geared for workplace and survival language development. Learner population of primarily refugees and low-income immigrants with little or no educational background in their countries of origin, often barely literate in their native languages. Responsibilities included daily lesson planning and instruction, testing, evaluations, syllabus design and organizational tasks.

Berlitz Language Center, Atlanta, Georgia

June – September 2001

ESL/ Italian Instructor

- Responsible for teaching English as a second language and Italian to students of all ages and cultural backgrounds using the Berlitz Method and materials. Duties included individual (private) tutoring and group instruction and encompassed all levels of proficiency in both languages taught.

Language Institute of Atlanta, Atlanta, Georgia

June – July 2001

ESL/ Italian Instructor

- Responsible for teaching English as a second language and Italian to students of all ages and cultural backgrounds. Based on current texts from major publishers, duties included both individual (private) and group instruction following needs assessment criteria.

Emory University, Evening at Emory Program, Atlanta, Georgia

February – March 2002

Italian Instructor

- Responsible for teaching basic Italian language and culture to prospective travelers and business people in the university's continuing education program. Taught a weekly course for one six-week session.

Atlanta English Institute, Atlanta, Georgia

February – June 2001

ESL Instructor

- Responsible for teaching English as a Second Language to students of all ages and cultural backgrounds. Duties included formulation and pursuance of a syllabus-oriented course adhering to general requirements for each level taught and developing and administering exit exams upon completion of each ten-week session. Courses taught comprised Level Two (Novice High), Level Five (Intermediate Mid), Level Six (Intermediate High), Level Seven (Advanced), TOEFL Preparation, Reading and Listening (Intermediate Low) and Writing (Advanced).

Howard School, Atlanta, Georgia

January – February 2001

Substitute teacher

- Responsible for teaching elementary, middle and high school classes in the absence of the regular teacher. Duties included assisting one of the team teachers in the elementary school, proctoring exams in the middle school, and teaching academic content lessons in the high school on an on-call basis.

Berlitz Language Centres, Rome, Italy

1989 – 1999

Didactic Inspector/ Method Trainer/ EFL Instructor

- Responsible for training new teachers in the Berlitz Method, developing new English for specific purposes (ESP) materials, editing and revising existing texts; creating and supervising exams both on the premises and at major contract sites such as the Italian Police Commissioner's Academy, Telecom (the Italian telecommunications conglomerate), and the Home Office among others; as well as teaching English as a foreign language (EFL) to students of all ages and levels both individually and in groups.

Training School, Rome, Italy

1997 – 1998

EFL Instructor

- Responsible for teaching English as a foreign language to Italian students of all ages and levels of proficiency using current methodology and materials from all major EFL publishers both in group lessons and individual tutoring sessions.

Berlitz Language Center, Boston, Massachusetts

1995 – 1996

ESL Instructor/ Italian Instructor/ Office Assistant

- Responsible for teaching English and Italian to all levels and all ages of students using the Berlitz Method and supplementary materials in order to bring them to advanced fluency in relatively brief courses; students from a variety of nationalities and social situations, providing a broad range of language abilities and cultural knowledge. Activities included exam preparation, progress reports and evaluation, as well as scheduling and data entry in the administrative office.

OTHER EMPLOYMENT

Georgia Perimeter College, Clarkston, Georgia

August 2004 to present

Critical Languages Coordinator/ Language Laboratory Supervisor

- Responsible for managing, expanding, & insuring the smooth running of the Clarkston campus' self-instructional program in less commonly taught languages in accordance with the guidelines of the National Association for Self-Instructional Language Programs (NASILP); responsible for training tutors in the methodology, advising student participants in the program, creating & maintaining a departmental website, developing organizational materials, & supervising drill sessions. In the language laboratory responsibilities include tutoring ESL writers, overseeing computer use, & providing guidance for students as well as collaborating with department head & other interested staff members to improve laboratory facilities & promote laboratory use by the wider college community.

Georgia State University, Applied Linguistics/ ESL

August 2001 – December 2002

Research Assistant

- Responsible for assisting Dr. Stephanie Lindemann, assistant professor, in her research on native speaker reactions to non-native speech. Duties included designing and maintaining a web site, developing record-keeping files in Microsoft Access and Excel, entering data collected, coordinating audio recording sessions, transcribing recordings, library research, and keeping an electronic bibliography using End Note.

Radha Imports, Atlanta, Georgia

November 1999 – December 2000

Buyer/ Co-owner

-Managed a retail shop with my husband and a third partner selling Indian house-wares and clothing. Responsibilities included traveling to India every three months to purchase and ship new merchandise, as well as daily business activities.

Saint Mary's College Rome Program, Rome, Italy

1992 – 1999

Archival Assistant/ Bilingual Secretary

- Responsible for augmenting and developing the electronic version (on Microsoft Access) of the comprehensive of archives of one of Italy's most famous contemporary writers, Giorgio Bassani, leading to the publication of a complete bibliography of his works; also organized and maintained multilingual library facilities for students of the one-year-abroad program, scheduled and coordinated work/study student staff both in the library and in the administrative offices; and took care of purchasing, desktop publishing, community relations and general clerical/ secretarial tasks for the academic administration.

PROFESSIONAL AFFILIATION

- Member of the international association Teachers of English to Speakers of Others Language (TESOL)
- Member of the international association International Association for Teachers of English as a Foreign Language (IATEFL)
- Member of the state association Georgia Teachers of English to Speakers of Others Language (GATESOL)

AWARDS

2003. Beverly Benson Travel Grant to attend the International TESOL Conference in Baltimore, Maryland sponsored by Georgia TESOL.

2003 – 2004. Junior English Language Fellow to Madagascar sponsored by the School for International Training and the United States Department of State.

PUBLICATIONS

Mattioli, G. 2004. Native language intrusions and making do with words. *English teaching forum*. 42(4). pp. 20-25.

Mattioli, G. 2004. *English grammar for you – Level A*. Diego Suarez: UNA Press. (in-house publication)

Mattioli, G. 2004. *English grammar for you – Level B*. Diego Suarez: UNA Press. (in-house publication)

CONFERENCE PRESENTATIONS

2003. Mattioli, Gyl. Picture this! – *Demonstration on the value of visuals in the ESL classroom*. Second Annual ESOL Conference, Center for Field Experiences and Partnerships, Kennesaw State University, Kennesaw, Georgia.

2003. Mattioli, Gyl. Bringing Center Culture to Periphery Learners. – *Poster presentation*. Graduate Student Forum at the 2003 International TESOL Conference, Baltimore, Maryland.

2003. Mattioli, Gyl. Coming together – *a series of workshops for English teachers*. Workshop 1: Teaching large classes, Workshop 2: The non-native speaker teacher, Workshop 3: Best practices activity showcase. Centre Régional d'Anglais pour Tourisme d'Antsiranana (CREATA), Diego Suarez, Madagascar.

2004. Mattioli, Gyl. Getting ready for the university in English – *A workshop for local secondary school teachers on preparing students for higher education in English*. Lycée Mixte, Diego Suarez, Madagascar.

2004. Mattioli, Gyl. Picture this in Madagascar ! – *Demonstration on the value of visuals in the EFL classroom*. American Culture Center, Antananarivo, Madagascar.

2004. Mattioli, Gyl. English pronunciation instruction – *Presentation of a guide for teachers on pronunciation instruction in EFL*. American Cultural Center, Antananarivo, Madagascar.

2004. Kendrick, Eric, Robinson, Rick, & Mattioli, Gyl. *LCTCLs in the community college: Georgia Perimeter College - A case study*. Thirty-first Annual Conference of NASILP, Washington, DC.

2004. Mattioli, Gyl. *My journal makes me free*. Best Practices for ESOL Teachers, Gainesville College, Gainesville, Georgia.

LANGUAGES

Italian, fluent in all aspects

French, Advanced level

Spanish, Intermediate level

Malagasy, Elementary level

Microsoft Office

End Note

Dreamweaver (web page design)

Linguistic research software

Translation/editing for business & entertainment industry, English to Italian, Italian to English

Student of Vedic philosophy and culture, extensive travel in India

US citizen, Italian permanent resident (*permesso di soggiorno per lavoro e coesione familiare*)

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References

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http://www.gsu.edu/~eslhpb/Pat_CV/

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<http://www.gsu.edu/~esljmm/methods/murphycv.htm>

Dr. Stephanie Lindemann
Associate Professor (*academic advisor for my graduate studies*)
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Contact Information for Past Employers

Université d'Antsiranana
Faculté des Lettres et Sciences Humaines
Department of Anglo-American Studies
Department Chair – Mr. Alex Totomarovario
Tel. 00261 32 04 749 71 atotomar@yahoo.fr

Georgia Perimeter College – Dunwoody Campus
ESL/ Foreign Languages/ Critical Languages
Department Chair – Dr. Dina Foster
Tel. 770-551-3167 dfoster@gpc.edu
Assistant Chair/ Adjunct Supervisor – Mr. Brad Tucker
Tel. 770-551-3076 btucker@gpc.edu

Gwinnett Technical College
Adult Education
Lead ELP Instructor – Ms. R. Maxine Clay
Tel 770-962-7580 ext. 314 mclay@gwinnett.tec.ga.us

Georgia State University, Intensive English Program, Atlanta, Georgia
Director –Ms. Cheryl Delk
Tel. 404-653-9352 eslcld@langate.gsu.edu
Lecturer/ International Teaching Assistant Coordinator – Ms. Sharon Cavusgil
Tel. 404-651-2942 scavusgil@gsu.edu

Atlanta Technical College, Atlanta, Georgia
Vocational ESL Instructor & Program Coordinator – Ms. Nayera Salam
Tel. 404-756-4902 nsalam@atlantatech.edu

Berlitz Language Center, Atlanta, Georgia
Method Trainer/ Coordinator – Lance Alves
Tel. 404-261-5062

Atlanta English Institute
Director – Mr. Eric Ressler
Tel. 770-455-9226 aei@atlei.com

Berlitz Language Center, Rome, Italy
Director – Dr. Francesca Cucurachi
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