**Alessia ‘Alex’ Cherici**Ambler, PA | acherici@outlook.com | 774.479.6636 | [LinkedIn](https://www.linkedin.com/in/alessia-alex-cherici-380636219/)

**QUALIFICATIONS**

**Teaching and curriculum design**: Proven teaching, course design, and pedagogical material design skills developed in over ten years of experience as a teacher of language and area-study courses in different types of institutions

**Communication:** Efficient oral and written communication skills developed through my experience as an instructor and mentor, as well as while holding management positions where I had to frequently communicate with colleagues, students, prospective clients, and administrative departments.

**Leadership & Mentoring:** Strong leadership and mentoring skills developed through experience as a school manager, program manager, event coordinator, and lead editor. In these capacities, I managed, trained, and mentored new hires, colleagues, and students, contributing to their successful professional advancement and development.

**Technical Skills:** Solid command of Microsoft Office Suite and Google Suite, Canvas LMS, Qualtrics, and Zoom. Intermediate knowledge of Salesforce.

**Languages**: English & Italian (Native or native-like fluency); Chinese (Advanced); Latin & Ancient Greek (Upper-Intermediate); French (Intermediate).

**EDUCATION**

Indiana University, Bloomington, IN

PhD in Chinese Linguistics

 *April 2024*

**Ca’ Foscari University**, Venice (Italy)

MA in East Asian Languages and Cultures

*Graduated magna cum laudem – June 2009*

**Ca’ Foscari University**, Venice (Italy)

BA in East Asian Languages and Cultures

*Graduated magna cum laudem – July 2007*

**PROFESSIONAL EXPERIENCE**

**Code2College** – Pflugerville, TX (remote)

**Senior Manager, *Internships Program***07/2022 – Present

* Lead multiple technical and programmatic projects and initiatives that support Organization and students’ growth, including professional development workshops, family information session etc.
* Help leadership train current team members, and onboard and train new staff.
* Establish relationships and engage with stakeholders to cultivate a sense of community within and across programs.
* Manage and coach a portfolio of program participants and volunteers.

Senmiao Language Training School – Beijing, China (remote)

**Italian Language Instructor** 03/2022 – 12/2022

* Taught beginning and lower-intermediate online Italian language classes (A1–B1 (CEFR))
* Developed pedagogical and testing materials.
* Maintained the online learning platform updated by uploading review sheets, answer keys, and authentic materials.

**Indiana University** – Bloomington, IN (USA)

**Co-Organizer, *34th North American Conference on Chinese Linguistics*** 10/2021 – 12/2023

* Led conference organizing committee meetings, drafted meeting agendas and minutes.
* Created and managed all the communications with authors, reviewers, and volunteers.
* Led and supervised abstract review process.
* Managed volunteer team before and during the conference.
* Helped with conference logistics, technology setup, catering, and guests’ lodging.
* Edited Abstract Book and Conference Proceedings, managing and coordinating a team of ten associate editors.

**Lead Editor**, ***Indiana University Linguistics Club Working Papers*** 8/2019 – 05/2021

* Supervised and coordinated the editing and publishing process of three issues of the Indiana University Linguistics Club Working Papers.
* Trained, managed, and supervised the editorial team.
* Successfully liaised and negotiated with authors and contributors.

**Associate Instructor**, ***East Asian Languages & Cultures*** 08/2017 – 05/2022

* Taught area-studies courses pertaining to East Asian languages, history, pop culture, literature, and sociopolitics.
* Developed two original courses on linguistic diversity and multilingualism: Diversity, Culture, & Languages in East Asia; Multilingual East Asia.
* Developed online tests, assignments, and activities using Canvas and Qualtrics.
* Successfully coached and mentored students in essay writing, final exam preparation, and scholarship applications.
* Supervised and reviewed student applications for scholarships and study-abroad programs.

Hongyu International **Language School** – Shanghai, China

**School Manager | Italian Language Instructor** 10/2015 – 09/2016

* Managed all teaching-related matters, including course scheduling, creation and improvement of pedagogical materials, introduction of new and innovative classroom activities.
* Expanded the instructor team, held training sessions, and improved communication among instructors and staff.
* Taught Italian language classes (levels: A1–B2 (CEFR))
* Administered international Italian language certifications (CELI, CILS, RomaTre).
* Actively liaised with partner universities and institutions in Italy, and prepared students for study-abroad programs.
* Organized and held teacher-parent meetings, as well as faculty meetings with Italian professors visiting the school.

**Pavia University** – Pavia, Italy

**Italian Language Instructor, *Marco Polo-Turandot Program***  01/2014 – 08/2014

* Taught Italian to students who were preparing to enter Italian university programs; levels taught: A1-B2 (CEFR).
* Developed teaching and testing materials.

Senmiao Language Training School – Shanghai, China

**School Manager | Italian Language Instructor**  08/2011 – 2/2013 | 10/2014 – 10/2015

* Managed all teaching-related matters, including course scheduling, creation and improvement of pedagogical materials, introduction of new and innovative classroom activities.
* Taught all levels of Italian language (A1–C2 (CEFR)) and successfully prepared students for study-abroad programs.
* Directly contributed to the school’s becoming a certified testing center for international Italian language certifications (CELI, CILS, RomaTre) and administered all three language certifications bimonthly.
* Recruited, trained, and maintained a team of dedicated and professional Italian language instructors.
* Developed new syllabi and acquired different texts to complement the textbook and expand the school library.
* Organized monthly extracurricular activities to familiarize students with the Italian culture.

**Sopo Elementary and Middle School** – Zhenjiang, China

**English Language Instructor** 09/2010 – 06/2011

* Taught elementary- and middle-school English (3rd through 6th grade).

**Zhenjiang Tourism School** – Zhenjiang, China

**Italian Language Instructor** 09/2009 – 07/2011

* Taught Italian in the 11th grade; Prepared 11th-graders to spend their senior year in an Italian high school.
* Held monthly parent meetings.
* Directly liaised with the Italian host school principal to facilitate students’ transition and improve the program and better gear it towards taking students’ needs and language proficiency.