

**MARY P. ZACHER**

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**EFL/ESL TEACHER**

Equipped with more than 19 years of teaching English and American culture to speakers of other languages, I have strong interpersonal skills and cross-cultural awareness which allow me to make a personal connection with my students. In so doing, I effectively communicate the content in such a way that is useful and engaging to them. Classes are always geared to the subject matter that is most interesting and useful to the student.

**TEACHING AND EFL DIRECTOR EXPERIENCE**

- Teach English grammar, vocabulary, and pronunciation, while preparing students for proof-of-English-level exams and for professional English.
- Educate students in the four main language skills of listening, reading, writing, and speaking.
- Special emphasis is given to eliminating common mistakes, accent reduction, and writing skills for academic or pastoral purposes.
- As EFL Director established curriculum, the academic calendar, determined student placement, and tracked and evaluated student progress.

**EDITING/TRANSLATING EXPERIENCE**

- Currently writing my first novel along with other writing projects.
- Edited and translated emails, business letters, documents, and presentations for employees of multinational companies.
- Edited and translated several presentations given at conferences for the European Union, including one by a medical doctor on abdominal radiology and another by the Forestry Department of Navarre on the repopulation of forests.
- Edited academic presentations including one about the agricultural evolution in nineteenth century Navarre, written by a professor at the Public University of Navarre.
- Edited audio narrations of audiobooks, identifying errors in pronunciation, reading accuracy, and background noise.
- Translated a proposal letter to the History Channel about the Spanish conquest of Navarre, along with other historical texts, articles, and book chapters.
- Translated marketing content and websites for businesses.

**CAREER HISTORY**

2021- present	Sacred Heart SST, Franklin, ESL Adjunct Instructor
2020 - 2021	Mendi Magazine, New Berlin, EFL Teacher/Editor/Translator
2013 - 2020	Chamber of Commerce, Pamplona, EFL Teacher
2016 - 2016	Mintzoa Publishing, Pamplona, Translator
2012 - 2013	Voices Online Now, Online, Quality Control Editor
2012 - 2012	Pamiela Publishing, Pamplona, Editor/Translator
2008 - 2011	Bai&By, Pamplona, Director of English Studies/EFL Teacher
2007 - 2008	Catholic Memorial High School, Waukesha, Spanish Teacher
2003 - 2007	International College, Pamplona, EFL Teacher
2003 - 2005	The Frenchsp Connection, Pamplona, Editor/Translator

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## EDUCATION

- 2020 M.A. in Specialized Translation, Spanish to English  
Universitat Oberta de Catalunya (UOC), Barcelona
- 2012 Graduate Classes: Intro to Linguistics, Teaching EFL  
University of Montana, Missoula
- 2012 Second Emphasis in Creative Writing: Intro to Poetry, Fiction, Non-Fiction  
University of Montana, Missoula
- 1999 B.A. in English, Emphasis in Literature, Certification in Secondary Education  
University of Montana, Missoula

## PROFESSIONAL DEVELOPMENT

- 2016 The Keys to Effective Editing  
Gale Courses, New Berlin
- 2015 Write Your Novel Fast and Sure  
University of Wisconsin Continuing Studies, Madison
- 2013 Propell Workshop for the TOEFL iBT Test, Pamplona
- 2004 Formación de Formadores  
Teacher Training Certification, Pamplona
- 2003 MacMillan Heinemann Teacher Training  
Teacher Training Certification, Bilbao

## LANGUAGE PROFICIENCY

- Spanish Near-native level of reading, writing, and oral communication  
Professional translation from Spanish to English  
Cervantes Certificate (C2), Internationally recognized proof-of-level exam
- Basque Intermediate Level

## SOFTWARE SKILLS

Editing: Microsoft Office Suite

Translating: OmegaT (CAT tool), Wordbee (project management), Aegisub (subtitles)

Online Teaching: Evol Campus, Skype, Zoom, Go To Meeting, Teams