

MELISSA JOY GOLDEN

Monterey Institute of International Studies

Monterey, California

M.A. International Education Management Candidate

- Anticipated to graduate December 2014.

Office Services Graduate Assistant

September 2013~

- Process campus outgoing mail through multiple couriers and sort incoming mail to departments and students.
- Fulfill print and copy requests from professors, student clubs, and other campus departments.

Japan Exchange & Teaching (JET) Programme

2007-2012

Assistant Language Teacher (ALT)

- Selected as sole international culture educator for Akabira, a city of 12,000 in Hokkaido prefecture, as member of Japanese government's cultural exchange program.
- 3 years of exceptional performance and dedication led to change in city's policy, extending re-contracting limit from 3 to 5 years.
- Coordinated with English teachers at two junior high schools in lesson planning, class activities, and evaluations.
- Created and implemented English curriculum for five elementary schools as primary international educator.
- Served as liaison between junior high school and elementary school English programs.

Community Event Planning

- Planned and coordinated Akabira's first international Christmas party, which had over 60 participants in first year, with sign-ups doubling in second year.
- Taught vegan desserts cooking class for JHS female teachers and students' mothers.
- Organized parent-child Mexican cooking class with guest chef.

JET Peer Advising & Mentorship

Mid-Year Conference 2009, 2010

- Selected to co-present with Japanese colleague at annual conference for Hokkaido's 200+ ALTs and Japanese English teachers. Topics included effective team-teaching, elementary lesson planning, and creative use of textbook.

Hokkaido Orientation for New JETs 2008-2011

- Invited to lead workshops to prepare new JETs for work and life in Japan. Topics included upper-intermediate level Japanese, workplace etiquette, life in rural Japan, gender and women's issues, team-teaching, and creative lesson building.

Hokkaido Association for JET (HAJET) Musical

2007-2011

- Spearheaded effort to revitalize unique grassroots internationalization project, making it more cost-effective, youth-focused, interactive, understandable, and better connected with local audiences.
- Directed three productions and designed sets, lighting, and sound.
- Doubled audience attendance, greatly reduced production costs, and posted largest profits in four years by 2011.
- Honored as "Best Local Community Event in Japan" by national Association for JET in 2009.

Japanese Ability

- Completed JET Programme Japanese Language Course, advanced level, 2012.
- Achieved Japanese Language Proficiency Test level N2 certification (comprehension of common, varied topics in conversation and print), 2012.

Linfield College

McMinnville, Oregon

Academic Achievements

- Graduated Cum Laude with Bachelor of the Arts in History, completed minors in Theater Arts and German, 2007.
- Chosen to present bachelor degree thesis, "A Search for Identity in Austria-Hungary", at Phi Alpha Theta National History Honor Society conference, 2007.

Study Abroad Experience

- Participated in January term travel course, "Politics and the Past in Russia", to St. Petersburg, Moscow, Latvia, Estonia, and Finland, 2007.
- Studied in Vienna, Austria while living with host family during fall semester, 2005.