5290 University St, Eugene, Oregon, 97403 lihsien@uoregon.edu 9712850142

Multilingual educator and program director with a diverse skill-set and a passion for lifelong learning. Excels in attention to detail tasks as well as identifying areas of potential improvement and providing solutions. Strong communication skills and learns new competencies and technologies quickly. Looking for making changes in international education field in high education.

Professional Experience

East Asia Programs Director CASLS, University of Oregon | September 2015 - Present

- Leads the development and oversees the coordination of programs that bring students from East Asia postsecondary institutions to the University of Oregon to study and, in some case, participate in practicum internships.
- Serves as a liaison between oversea partner schools and the University of Oregon
- Promote and recruit students to participate programs offered by the University of Oregon
- · Builds and developes customized in-person and virual programs for overseas partners
- · Maintain relationships between partners
- Advocates for students on campus and coordinates with various stakeholders
- · Cooridnates and promotes experiental learning and cultural diveristy
- Designs and implements curriculua related to coursework related to students
- · Develops practicum internships for students and esablishes adn maintains strong relationships with local schools to serve as internship sites
- Evaluates students' practicum performance
- Provides language and culture support and oversees students events
- · Administrates budgets for all programs

Mandarin Chinese Teacher Oak Hill School | September 2020 - June 2021

- Prepared Chinese I, II, III, IV and AP syllabi, assessments, and teaching tools
- Developed curriculua for Chinese I, II, III, IV and AP courses
- Provided high quality instruction in Mandarin Chinese to high school students following National Standards of Foreign Langauge Education.
- Deisgned langauge activities for both online and in-person learning environments

Chinese Flagship Program Coordinator CASLS, University of Oregon | August 2011 - April 2015

- Coordinated program communication and Oregon Flagship K-16 activities and reporting requirements
- · Managed expenditures to comply with prepared and approved budgets and sustainable practices for using those funds effectively
- $\bullet \quad \text{Prepared reports for internal and external audiences, including quarterly grant reports} \\$
- Coordinated and support the Academic Director, faculty, and departmental units in developing a well-planned multi-disciplinary Flagship curriculum designed to help students achieve superior level Mandarin
- Supported a dynamic residential immersive Mandarin learning environment in the International House with UO Housing, residential Flagship Assistant, and students
- ProvideD orientation and support for Flagship overseas study and internship programs with the support and guidance of the International Affairs office
- $\bullet \quad \text{Developed and implement a recruitment plan with support of UO Admissions and The Language Flagship}\\$
- $\bullet \quad \text{Develop program website, brochures, and promotional materials for schools, students, and families with a communications team of the program of the p$

Education

M.Ed. in Curriculum and Instruction University of Oregon at Eugene, Oregon | August 2016 - December 2017

Licensed in ESOL, Japanese and Mandarin teaching in secondary level

M.S. in Education Policy, Methodology, and Leadership University of Oregon at Eugene, Oregon | September 2013 - August 2014

Specialization: Education Technology & Virtual Schools

M.A. in Applied Linguistics University of Oregon at Eugene, Oregon | September 2010 - August 2011

Specialization: Online Mandarin and Japanese instruction

Key Skills

- · Microsoft Office
- Leadership
- Attention to details
- Communication
- Collaboration
- Problem Solving
- Multilingualism
- Project management
- Research skills

Affiliations

- Member of NAFSA
- Member of ACTFL