

## **Kevin R. Cancellaro**

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### **EDUCATION**

2006-2007

**University of Hawai'i at Manoa, Honolulu, Hawai'i**  
**Master of Arts, Second Language Studies/Second Language Acquisition**  
Research Focus: *Error correction in second language writing, cognitive linguistics and second language acquisition, corpus linguistics and materials development.* GPA: **3.95/4.0**

1991-1994

**University of Colorado, Boulder, CO**  
Department of East Asian Languages  
**Bachelor of Arts, Chinese Language** GPA: 3.4/4.0

1987 - 1988

**Defense Language Institute, Monterey, CA**  
Department of Middle Eastern Languages  
Diploma, **Arabic Language** with Honors

### **Professional Experience**

2012 – present **English Program Coordinator, The School of Foreign Languages**

**Meliksah University, Turkey**

- Ensured the quality of curriculum, materials and pacing for the intensive English language program
- Created new ESP materials and adapted existing teaching materials for Reading and Writing faculty courses.
- Taught classes focusing on reading, writing, listening, speaking and grammar skills, along with EAP and ESP courses
- Observed teaching staff of 44, designed and conducted teacher training

2008 – 2012 **Academic Director, WE Language School, Japan.** *WE Japan offers courses in English, Chinese and Japanese.*

- Ensured the quality of instruction, curriculum and materials for English, Chinese and Japanese language programs
- Administered TOEIC tests to ETS standards.
- Evaluated Faculty performance
- Supervised, planned and organized curriculum development
- Supervised all faculty teacher training and materials development
- Created teacher training materials for task-based and focus-on-form methodologies and provided guidance on implementation
- Taught classes focusing on reading, writing, listening, speaking and grammar skills, in addition to English for Academic Purposes, Business English and TOEIC, BULATS, IELTS and TOEFL test preparation.
- Specialist in developing materials and teaching English Grammar
- Developed new student assessment program
- Observed formally and gave constructive feedback to new teachers
- Developed school proficiency and placement exams

- 2007-2008 **ESL Instructor, Global Village, Honolulu, HI.**
- Taught reading, writing, listening, speaking and grammar skills, in addition to English for Academic Purposes to students in an intensive immersion-proficiency based environment (20 hours of instruction per week) in a highly multi-cultural program.
- 2005 – 2007 **Materials Developer, World English, Tokyo, Japan**
- Completed 10 textbooks that are currently being used by World English Japan.
- Textbook books focused on a wide range of ESL speaking, listening, reading, vocabulary acquisition and writing skills. (Textbooks Listed Below)*
- 2006 - 2007 **Adjunct ESL Instructor, English Foundations Program, Hawai'i Pacific University, Honolulu, HI**
- Taught academic preparatory ESL for accredited courses in English reading, writing, listening comprehension, oral fluency, and grammar to classes ranging from ten to twenty five students in a multi- cultural environment. Specifically:
- Intermediate Reading Skills II (3 cr.)  
 Intermediate Listening Skills I (3 cr.)  
 Intermediate Composition II (3 cr.)  
 Advanced Research and Writing (3 cr.)  
 Intermediate Grammar Review I (3 cr.)  
 Intermediate Composition II (3 cr.)
- 2007-Summer **ESL Instructor, NICE (New Intensive Courses in English) University of Hawaii at Manoa, Honolulu, HI**
- Taught students in an intensive immersion-proficiency based course that focused on building oral fluency and general communicative competence in a student-centered multi-cultural environment (32 hours a week).
- 2004 – 2006 **Educational Director/President, Edgewood Education Inc. Web-Based ESL Resource Site, NY,NY**
- Edgewood Education was a web-based educational company servicing ESL students that focused on TOEIC and TOEFL preparatory testing.
  - Responsible for curriculum development of all ESL materials on the site and for all evaluation, teaching and testing
- 2002 – 2004 **Academic Director, World English, Tokyo, Japan**
- Designed and implemented the school curriculum.
  - Created new ESL materials and adapted existing teaching materials
  - Responsible for all faculty development, teacher training and testing.
  - Taught reading, writing, listening, speaking and grammar skills, in addition to TOEIC and TOEFL test preparation classes.
  - Designed student evaluation/assessment procedures.

2000 – 2002 **Head Teacher, Nichibeï English Language School, Tokyo, Japan.**

- Taught classes at all levels from beginner to advanced in reading, writing, academic preparation, Toeic, English syntax, speaking and listening comprehension
- Researched, designed, adapted, and prepared communicative activities
- Responsible for teacher supervision, and evaluation.
- Assisted in curriculum development and teacher training.
- Enhanced classroom experience for students at all levels

2000 Spring **ESL Instructor, Seitoku University, Chiba Japan**

- Taught students in an accredited intensive-immersion English oral fluency course.
- Assisted in curriculum development and daily lesson planning and was responsible for preparing evaluation and assessment reports.

1997 – 2000 **ESL Instructor, Zoni Language Center, NY, NY**

- Taught classes at all levels from beginner to advanced in reading, writing, academic preparation, business English, Toeic, functional English Grammar, speaking and listening comprehension to a highly multi-cultural student body.
- Assisted in curriculum development and daily lesson planning and was responsible for preparing evaluation and assessment reports.

1994 – 1997 **Assistant English Teacher, Japan Exchange Teaching Program, Yamanashi, Japan**

- Coordinated with Japanese instructors to plan and implement daily English lessons through "Team Teaching" methods.
- Researched, designed, adapted, and prepared communicative activities
- Facilitated annual summer English language and US culture workshops
- Assisted in training Japanese teachers of English in communicative methodologies.

Taught English regularly at the following schools:

- Yamanashi Gakuen High School
- Kofu Yuda High School
- Japan Aviation Academy High School
- Minobu Temple High School
- Yamanashi Women's Junior College

1992 – 1993 **ESL Instructor, Shanghai Institute for Foreign Languages, Graduate Program Shanghai, P.R.C.**

- Taught English for Academic Purposes to graduate students preparing for American university graduate programs.

1987 – 1991 **Cryptologic Technician (Interpreter) CTI 3, Arabic Translator Unites States Navy**

- Served as an Arabic translator/analyst for the areas of Middle East and North Africa.

### **Working Papers**

“The Effects of Intense Indirect Error Correction on Improving Grammar in L2 Writing”  
Pilot Study

“Frame Semantics and TESL: Improving the Speed and Retention of Vocabulary through Frames.”  
Pilot study

“Investigating the gap between ESL Grammar Textbooks and Real Speech: A Corpus Based  
Comparison of Reported Speech.”  
Pilot study.

### **Presentations**

“Using CBs Effectively in ELT: Applying Techniques from CLT and TBLT,” Presentation  
for the ELT Seminar, Kilicaslan Education Institutions, Kayseri, Turkey, 15 December  
2012.

### **Textbooks developed for WE Japan**

*The Expressions line of textbooks were developed to improve students' vocabulary, and oral fluency.*

Expressions I *Basic A*

Expressions I *Basic B*

Expressions II *Intermediate A*

Expressions V *Advanced*

*The Viewpoints line concentrates on opinion expression and debate for advanced students.*

Viewpoints *Advanced*

*The Speak Out B series focuses on improving functional spoken grammatical proficiency*

Speak Out B1

Speak Out B2

Speak Out B3

*The Speak Out A series focuses on improving critical thinking and oral proficiency*

Speak Out A1

Speak Out A2

Speak Out A3

*Business English Textbooks*

Business Decision Making 1

Business Writing – 4 Modules

### **Awards and Affiliations**

Award for Teaching Excellence, Zoni Language Centers, 1999

Outstanding Teacher Award, Global Village, 2008

Martin Kellogg Award for Cultural Achievement, Defense Language Institute, 1988

International Yoshinkan Aikido Federation, Licensed Instructor, 4<sup>th</sup> Degree

Graduate Division Tuition Award -University of Hawai‘i: scholarship awarded for strong  
academic performance and potential success in graduate studies. 2005

JALT – Japan Association of Language Teachers –member

Veterans of Foreign Wars - member

**Computer Skills:** Excel, PowerPoint, Word, HTML, various audio programs.

**Languages:** **Japanese – Advanced**, --Chinese, Arabic, Spanish, French Italian, Turkish various levels