***VIRGINIA YOUNG***

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***07794171459***

**A highly motivated, qualified teaching professional (ESOL, Functional Skills English, Maths, ICT, German, NVQ) with teaching experience over twenty years.**

**Higher Education and Teaching Qualifications**

**TEFL**

**Teaching English as a Foreign Language**

**The TEFL Academy, London**

**TAQA**

**Teaching & Quality Assurance**

**Tutorcare, London**

Educational Management Level 7 MA (not yet completed)

London South Bank University

**Literacy Subject Specialism Level 4**

**IOE, London University**

**PGCE/FE**

**Greenwich University**

BA in Social Studies

Middlesex University

H.Dip in English Language & Literature

University College Cork, Ireland

**D32/33 Assessor Award**

**D34 Internal Verifier Award**

**Secondary Education**

A Level

German Language and Culture ‘A’ (with distinction in oral)

Irish Leaving Certificate (Equivalent A Level)

English, German, French, Maths, Art

St Mary’s Secondary School, Cork, Ireland

**Career Summary**

2006 –

Capacity London Ltd

Training and Development Organisation

Senior Trainer/QAC (ESOL, Functional Skills, Level 3

**2005-- 2007**

**Trinity Examining Board, London**

**ESOL Skills for Life Examiner (part-time**)

**2000-2007**

**Fern Training and Development**

**Curriculum Co-Ordinator and Internal Verifier**

**ESOL, Literacy, Numeracy & NVQ Levels 1 & 2**

1994-2000

Hackney College and City & Islington College

Lecturer, Course Tutor & NVQ Assessor & Verifier

1983-1987

Full-time mothering

1974-1983

Private English Tutor, Translator (German-English)

Dusseldorf, Germany

**Key Skills**

**ESOL & Functional Skills Tutoring**

**Teaching ESOL, Functional Skills English, Maths & ICT from pre-entry to Level 2 to migrants from English speaking countries such as Nigeria & Ghana and illiterate migrant women from Bangladesh and Pakistan.**

**Internal Verification** of Levels 1, 2 and 3 C&G courses in a variety of subjects including, Energy Efficiency, Community Development, Leisure and Tourism and Health & Social Care.

**Exam coordination** including: registering students; liaising with examining bodies, C&G, Trinity College London, Edexcel and Cambridge; coordinating and monitoring online testing etc

**Developing training resources** for ESOL and Functional Skills courses

**Training**

IAG Training L3 2015

First Aid 2012

Handling Difficult Situations 2007

Equal Opportunities 2005

Observation Training 2005

ILM Team Leader Award 2005

ESOL, Literacy & Numeracy Core Curriculum Training 2004

And when I’m not working or studying…I enjoy reading, cooking, gardening, walking, travelling and being with my family

References available on request