

Sarah Anne Warfield
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EDUCATION

M.A. Second Language Studies, Indiana University, Bloomington, May 2011
M.Ed. Teaching English as a Second Language (TESOL), University of Georgia, Athens, May 2006
B.A. Sociology/Anthropology, Earlham College, Richmond, IN, June 2000

PROFESSIONAL EXPERIENCE

- Sept. 2019-present **Lecturer**, New York University Shanghai
English for Academic Purposes
Shanghai, China
- Designs and delivers content-based courses to improve Academic English language skills at the university level
 - Works collaboratively to improve language program curriculum for international students
 - Works collaboratively on institutional committees for hiring, curriculum, student activities, and diversity/inclusion
 - Coordinates experiential learning opportunities with local partners in Shanghai
 - Collaborates across academic departments to enhance student experience
- Sept. 2019-Present **English Language Specialist**, English Language Specialists Program
A Program of the U.S. Department of State
- Leads intensive English language projects designed by Public Affairs Sections of U.S. Embassies around the world to respond to local needs
 - Exchanges knowledge, builds capacity, and establishes partnerships benefiting participants, institutions, and communities in the US and overseas
 - Works with universities, teacher-training institutions, ministries of education, bi-national centers, and other English language education institutions
- Aug. 2018–June 2019 **English Language Fellow Coordinator**, English Language Programs
A Program of the U.S. Department of State
Jinan University
Guangzhou, Guangdong, China
- Provided ongoing technical training to 20 English Language (EL) Fellows in China and Mongolia
 - Facilitated outreach and project opportunities for EL Fellows in China and Mongolia, working closely with the Regional English Language Office (RELO) Beijing
 - Maintained and monitored a listserv and Google Drive for EL Fellows
 - Helped plan and facilitate pre-departure and post-arrival orientation
 - Reported directly to RELO Beijing for all issues related to EL Fellows

- Worked closely with RELO Beijing to continually develop and improve the EL Fellows Program in China and Mongolia
- Built relationships and worked collaboratively with language programs and educational ministries in China
- Concurrently served as an EL Fellow

Sept. 2016–June 2019

English Language Fellow, English Language Programs

A Program of the U.S. Department of State

Jinan University

Guangzhou, Guangdong, China

- Collaborated with host university faculty on curriculum development
- Coordinated with RELO Beijing and the Public Affairs Section (PAS), Guangzhou to conduct program-related activities
- Managed the implementation of a professional activity budget (\$5000/year)
- Collaborated with local TEFL teachers in the consular region to meet training needs
- Provided teacher training to 2597 TEFL professionals in the East Asia Pacific Region
- Taught academic English classes to 1612 graduate students in China
- Maintained professional contact with EL Fellows Alumni, PAS Guangzhou, RELO Beijing and professional contacts with academics
- Regularly participated in report-writing to evaluate program impact

Aug. 2013–Aug. 2016

Instructor, Virginia Commonwealth University

English Language Program

Richmond, VA

- Instructor for all levels of proficiency across all skill areas
- Coordinated with Office of Special Programs developing programming for academic exchanges
- Provided guidance and training for implementation of academic exchange curricula
- Collaborated with other academic departments to build partnerships for language exchange and student programming
- Developed and delivered orientation and ongoing training to Adjunct Instructors
- Lead Teacher for Summer staff/responsible for assisting cohort of teachers and overseeing instructional consistency to align with program-wide curricular goals
- Worked on teams to develop curricula for skills-based courses
- Head of Educational Technology team
- Administered speaking assessments for new student placement
- Assisted with new student orientations
- Worked on teams to analyze program for successful Commission on English Language (CEA) accreditation

May 2013–Aug. 2013

Instructor, Go Teacher Program
Kansas State University (contractor)
University of Kentucky, Lexington

- Taught an SLA/Applied Linguistics TEFL training course (12 contact hours/week) for an academic exchange program for 40 teachers from Ecuador
- Consulted with Kansas State University to modify program to fit student needs
- Coordinated with co-instructors to plan program-related activities
- Submitted reports to Go Teacher Program, analyzing program impact
- Organized cultural events and community-building activities

Aug. 2012–Aug. 2013

Lecturer, Center for English as a Second Language
University of Kentucky, Lexington

- Instructor for all levels of proficiency across all skill areas
- Collaborated across academic departments to build partnerships for language exchange
- Chair of the CESL Professional Development Committee/worked collaboratively to implement professional development activities
- Worked on teams to analyze program for successful Commission on English Language (CEA) accreditation
- Collaborated with the William Young Library to create and maintain the ESL Core Collection of graded readers
- Worked on teams to develop curricula for skills-based courses
- Assisted with new student orientations

Aug. 2010–Aug. 2012

Interviewer, Test of English Proficiency for International Associate Instructor Candidates (TEPAIC)
Department of Second Language Studies
Indiana University, Bloomington, IN

- Conducted 15-minute interviews with international graduate students to assess their L2 language proficiency and their readiness to act as graduate teaching assistants in an English-language university
- Observed international graduate students engaging in mini-lessons and role plays during Appeals Exams
- Worked closely with test administrators and developers to ensure test validity and reliability
- Participated in bi-annual administrations

Aug. 2009–Aug. 2012

Interviewer/Essay Rater, Indiana English Proficiency Exam (IEPE)
Department of Second Language Studies
Indiana University, Bloomington, IN

- Conducted four-minute interviews with international graduate and undergraduate students to assess their L2 language proficiency and readiness for academic classes in an English-language university
- Rated placement essays
- Worked closely with test administrators and developers to ensure test validity and reliability
- Participated in bi-annual administrations

June 2009–Aug. 2012

Adjunct Instructor, Intensive English Program
Indiana University, Bloomington, IN

- Instructor for all levels of proficiency across all skill areas
- Created and delivered content-based courses to advanced English language students
- Provided training to new English language instructors
- Collaborated on program-related social activities
- Participated in and attended professional development workshops every seven weeks
- Worked on teams to analyze program for successful CEA accreditation
- Organized social activities for students aimed at facilitating involvement in the Bloomington community
- Assisted program in successful accreditation process for the Commission on English Language (CEA)
- Assisted with new student orientations

Nov. 2007–Aug. 2016

Online Rater, Test of English as a Foreign Language (TOEFL)
Educational Testing Service, Ewing, NJ

- Scored written independent and integrated responses using the ETS Online Scoring Network (OSN system)
- Responsible for passing calibration tests before each shift
- Worked closely with daily score leaders to provide feedback to ETS for test development

Sept. 2008–May 2010

Graduate Assistant, Office of Teacher Education
Indiana University, Bloomington

- Responsible for attending committee meetings and generating minutes and other related materials
- Compiled, maintained, and distributed biweekly e-newsletter
- Responsible for assisting the Office Manager and Associate Dean

Jan. 2005–May 2006

Graduate Assistant, Department of Language and Literacy Education
University of Georgia, Athens

- Responsible for coordinating the Annual Conference on Children's Literature, a statewide conference with an attendance of over 500, featuring award-winning children's literature authors
- Responsible for development of the Georgia Children's Book Award Program
- Duties included web site maintenance, promotion, and working closely with the Department Chair to ensure the quality and continuation of the program

Jan. 2004–Aug. 2012

Graduate-level ESL tutor and editor, Self-employed
Athens, GA and Bloomington, IN

- Provided individualized feedback and instruction to international graduate students on their academic communication skills
- Edited and provided feedback on academic papers: class essays, masters' theses, and dissertations

July 2001–Feb. 2003

Project Manager, Graphic Composition Inc.
Athens, GA

- Performed quality checks on books published by university presses at the final editorial stage
- Applied graphic specifications and performed copy edits on individual projects
- Contacted customers concerning specific problems
- Communicated problems between departments and worked independently on most tasks

Sept. 2000–May 2001

Editorial Assistant, John Wiley & Sons
Hoboken, NJ

- Maintained up-to-date information in reports, project forecasts, and company databases for over 30 titles, in a very competitive and profitable market of college textbook publishing
- Coordinated information between editorial and other departments
- Provided sales staff and customers with information on book projects
- Organized review projects for marketing data
- Edited and organized supplemental materials

PUBLICATIONS

Warfield, S. (2019). Read and Run: A communicative reading activity. *English Teaching Forum*, 57(4), 31-34.

Warfield, S. (2012). [Review of *A taste for corpora: In honour of Sylviane Granger*]. *ELT Journal*, 66(3), 418-420.

PRESENTATIONS

Warfield, S. (2021). *Perceptions of Critical Thinking: EFL classrooms in China*. Concurrent session at Global English Education China, Hangzhou, China.

Warfield, S. & Journeaux, C. (2020, September). *Social Presence in Online Learning*. Session presented at the 4th CEGLOC Conference, Tskuba, Japan (Online).

Warfield, S. (2020, November). *Speaking Tasks in the EFL Classroom*. Workshop presented at JALT 2020, Online.

Warfield, S. (2018). *Integrating Listening into the Reading Curriculum*. Invited guest lecture at the Conference on TESOL Theory and Practice: Exploring Beyond International Borders, Guangxi University of Nationalities, Nanning, China.

Warfield, S. (2018). *Fluency Tasks for the EFL Writing Classroom*. Invited guest lecture at the Fifth International Conference on Foreign Language Teacher Education Innovation and Development, Central China Normal University, Wuhan, China.

Chen, Z. & Warfield, S. (2018). *Critical thinking and beginners: Using Activate Games*. Practice-oriented session at the Asia TEFL Conference, Macau, Macau SAR.

- Li, Z.Y, Gallo, L., Warfield, S., & Xiang, Z.P. (2018). *Approaches to academic writing instruction in Mainland China: Current practices*. Colloquium at the 9th ELC International Conference, Shantou, China.
- Warfield, S. (2018). *Engaging L2 Learners: Communicative activities for the reading/writing Classroom*. Practice-oriented session at the Teachers of English to Speakers of Other Languages (TESOL) Convention, Chicago, IL.
- Warfield, S. (2018). *Let's chit chat: Small talk in academic communities*. Practice-oriented session at the Teachers of English to Speakers of Other Languages (TESOL) Convention, Chicago, IL.
- Warfield, S. (2018, January). *Integrating Extensive Reading into the EFL curriculum*. Poster session at Thailand TESOL (ThaiTESOL) Conference, Chaing Mai, Thailand.
- Chen, Z. & Warfield, S. (2018). *American English Online: Free resources for language teachers and students*. Workshop at Thailand TESOL (ThaiTESOL) Conference, Chaing Mai, Thailand.
- Warfield, S. (2017). *Formative assessment practices for large EFL classes*. Workshop at the Korea Teachers of English to Speakers of Other Languages (KoTESOL) Conference, Seoul, S. Korea.
- Warfield, S. (2017). *Reflecting on vocabulary instruction: Six questions EFL instructors should ask*. Practice-oriented session at the Cambodia Teachers of English to Speakers of Other Languages (CamTESOL) Conference, Phnom Penh, Cambodia.
- Warfield, S. (2016). *Social media and international student engagement*. Practice-oriented session at the Teachers of English to Speakers of Other Languages (TESOL) Convention, Baltimore, MD.
- Warfield, S. (2015). *The effect of extensive reading on L2 writing*. Paper presented at the Third World Congress on Extensive Reading, Dubai, UAE.
- Warfield, S. (2014). *Corpus-based methods for teaching grammar to beginners*. Practice-oriented session at the Teachers of English to Speakers of Other Languages (TESOL) Convention, Portland, OR.
- Warfield, S. (2013). *Digital literacy and beginner learners*. Concurrent session at the MIDTESOL Conference, Lawrence, KS.
- Warfield, S. (2013). *Small talk in the MICASE corpus: Fostering engaged listenership*. Practice-oriented session given at the Teachers of English to Speakers of Other Languages (TESOL) Convention, Dallas, TX.
- Warfield, S. (2013). *Using corpora to teach engaged listenership: An L2 classroom and the direct approach of corpus-based instruction*. Paper presented at The American Association for Corpus Linguistics, San Diego State University, San Diego, CA.
- Warfield, S. (2012). *In their own words: Learner corpora and language development*. Practice-oriented session at the Teachers of English to Speakers of Other Languages (TESOL) Convention, Philadelphia, PA.
- Warfield, S. (2012). *L2 corpora and a genre-dependent pedagogy: Teaching summaries with the direct-method approach to corpus-based learning*. Presentation at the Symposium on Second Language Writing, Purdue University, West Lafayette, IN.

PROFESSIONAL SERVICE

- June 2021-present **Volunteer Peer Reviewer for CEA**, Commission on English Language Program Accreditation
- Jan. 2020-Nov. 2020 **Board Member**, TESOL Nominating Committee
- Aug. 2018-present **Abstract Reviewer**, TESOL International
- Aug. 2015–Dec. 2015 **Faculty Mentor**, Preparing Future Faculty Program, Virginia Commonwealth University, Graduate School
- Aug. 2014–Aug. 2016 **TESOL Standing Awards Committee Member and Coordinator**, The Mary Finocchiaro Award for Excellence in Nonpublished Pedagogical Materials

COMMUNITY SERVICE

- May 2021–present **Citizen Liaison**, American Citizen Services
U.S. Consulate, Shanghai, China
- Help the Embassy and Consulates help U.S. citizens in need
 - Assist travelers in distress, help track down missing U.S. citizens, and, in the event of a natural disaster or other emergency, help locate other U.S. citizens so we can help get them to safety
 - Act as "eyes and ears" in the Shanghai community, providing valuable feedback on what life is like for ordinary U.S. citizens living in Shanghai
- June 2010–Aug. 2012. **ESL Instructor**, Volunteers in Tutoring Adult Learners (VITAL), Monroe County Public Library, Bloomington, IN
- Provided weekly instruction in English communication to international members of the Bloomington community
 - Designed lesson plans and activities that incorporate the social and academic needs of the students
 - Worked closely with the VITAL staff to assess current program outcomes
- July 2001–Feb. 2003 **ESL Instructor**, Catholic Social Services, Athens, GA
- Acted as main American contact for ESL learners
 - Designed lesson plans integrating cultural issues, grammar usage, and personal experiences, with an emphasis on acclimating the learners to American culture

PROFESSIONAL AFFILIATIONS

Teachers of English to Speakers of Other Languages (TESOL)
American Association of Applied Linguistics (AAAL)
British Association of Lecturers in English for Academic Purposes (BALEAP)

OTHER SKILLS

Spanish: Advanced Proficiency
Mandarin: Basic Oral Proficiency