

# ANA CAROLINA

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## *Rodrigues de Deus*



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### Education

- *Post-graduation in Bilingual Education and Cognition*  
Instituição Educacional de Novo Hamburgo IENH  
Novo Hamburgo, Brazil  
2021 - 2023
- *Post-graduation in Communication Office and Marketing*  
Universidade Federal de Goiás  
Goiânia, Brazil  
2011 - 2012
- *Undergraduation in Journalism*  
Universidade Federal de Goiás  
Goiânia, Brazil  
2007 - 2010

### Qualifications

- Certificate in Teaching English to Speakers of Other Languages - CELTA  
Cambridge English Assessment  
São Paulo, Brazil  
2019
- Train the Trainer – 2019  
Cambridge English Assessment  
São Paulo, Brazil  
2019
- Teaching Knowledge Test - TKT Young Learners  
Cambridge English Assessment  
São Paulo, Brazil  
2018
- Teaching Knowledge Test - TKT CLIL  
Cambridge English Assessment  
São Paulo, Brazil  
2018

- Teaching Knowledge Test - TKT modules 1, 2, and 3  
Cambridge English Assessment  
Goiânia, Brazil  
2013
- Certificate of Advanced English - CAE  
Cambridge English Assessment  
Goiânia, Brazil  
2013

## **Skills**

- Communication
- Leadership
- Team Work
- Problem Solving
- Adaptability

## **Professional Experience**

- ***International School: Advisor Sr.***  
São Paulo, Brazil  
October/2018 – January/2023

Focus on teachers' professional development:

- ✓ Individual mentoring programs both online and in person.
- ✓ Customized educational path.
- ✓ Workshop planning and delivery.
- ✓ Class observation and feedback.
- ✓ Personalized plan of action and constant follow-up.

Implementation and follow-up of a bilingual program at partner schools:

- ✓ Monthly meetings with pedagogical coordinators and stakeholders.
- ✓ Staff development - workshop planning and delivery.
- ✓ Event planning.
- ✓ SWOT analysis and strategic planning.
- ✓ Contract negotiation.
- ✓ Family meetings.

In-service training – planning and delivery of workshops and educational projects to staff and junior employees.

- ***Escola Internacional de Goiânia: Head Teacher***  
Goiânia, Brazil  
September/2016 – September/2018

Head teacher responsible for the English program in Secondary School with focus on fluency and exam preparation. Head teacher in after-school programs using PBL methodology with focus on helping students develop 21st Century Skills.

- ***CEI – Flora (Curso Especial de Inglês): Head teacher / support teacher***  
Goiânia, Brazil  
February/2017 – September/2018

Head English teacher to 7 year-old students. Support teacher in classes to kids aged 6-12. Responsible for support and make up classes.

- ***Wise Up Idiomas: Adult education teacher / Pedagogical Coordinator***  
Goiânia, Brazil  
June/2013 – January/2016

Responsible for group of teachers by conducting weekly meetings and organizing their schedule. Meetings with students when needed. Adult education English teacher.

- ***CNA Inglês e Espanhol: Adult education teacher***  
Goiânia, Brazil  
March/2013 – August/2014. August/2008 – July/2009