**Catherine Dolan**

**Calle San Roque, 11, 22192 Tierz, Huesca**

**Landline 974 25 20 92 Mobile 675 834 066**

catherine@catherinedolan.net

**PROFILE**

I am a former journalist from the UK and I have been living and working in Spain for 10 years. During that time I have worked as a freelance writer and translator, as well as an English teacher. I also spent four years working for Spain's largest ski company, which involved much translation and interpreting work as well as writing press releases and brochures.

Through working as a freelancer and a journalist running a regional office, I have gained great organizational and motivational skills and am used to meeting copy deadlines and also understand the need to be flexible.

Specialist areas: skiing, properties, children, politics, food, travel.

**EMPLOYMENT EXPERIENCE**

***TRANSLATING AND JOURNALISM***

**Freelance translator January 2005 - present**

* Various individual commissions, including websites, olive oil brochures, property guides, leaflets, brochures, menus, ongoing work for [www.doctoralia.com](http://www.doctoralia.com).

**Translator for *Dialogue et Cooperation*  2001 – 2012**

* Translating from French and Spanish into English for the international newsletter of an NGO for teachers in the Developing World.

**UK Press Representative, Aramon, Zaragoza September 2006 – October 2010**

* Responsible for translating the company website into English, translating brochures and leaflets.
* On business trips to the UK acting as interpreter for my Spanish colleagues and also in Spain interpreting into English for UK press and tour operator visitors.
* Responsible for negotiating with UK tour operators, writing and sending press releases, preparing leaflets and the English version of the company website.
* Organizing and accompanying tour operators and journalists on ski trips to the Pyrenees.
* Preparing and attending ski shows in the UK, as well as organizing meetings with UK tour operators and giving training sessions to their staff.

**Journalist, East Kent Gazette series December 2000- July 2004**

* Responsible for finding and writing local news stories in the three sister papers (East Kent Gazette, Sheppey Gazette and Faversham Times)
* Responsible for organizing the Faversham Times office and filling the Faversham pages with news stories, especially a weekly front page story.
* Working late or whenever necessary to get the story finished. Also, ready to chase a story at the drop of a hat.
* Specialised in education and political news.

**Freelance writer 2002 – 2006**

* Numerous articles published in UK magazines about Spain. Research for the articles involved interviewing Spaniards and reading and understanding texts in Spanish.

***TEACHING ENGLISH***

**English Teacher, Liceo Europa, Zaragoza September 2013- June 2014**

* Responsible for organising and preparing classes for all first year ESO students as well as working with infants using *Jolly Phonics* method, and preparing all levels of students for Cambridge and Trinity exams.

**English Teacher, Colegio Juan de Lanuza, Zaragoza February 2013 – June 2013**

* Planning and giving English and Citizenship classes to ESO students as well as working with infants using *Jolly Phonics* method.

**Conversation Assistant, CRA Violada, Monegros October2012 – February 2013**

* Planning and giving classes, mainly oral, to infant and primary students within a bilingual project.

**English Teacher, Bada Hispanaplast, Huesca February 2010- November 2012**

* Teaching adults of all levels in a German plastics company based in Huesca

**English Teacher, Global Corners, Huesca July 2010, 2011, 2012, 2013 and 2014**

* Teaching children English in summer camps, using games, oral activities and role-plays.

**English Teacher January 2005 – September 2006**

Teaching English in companies and academies in Huesca.

**English Teacher, Kensington School, Girona October 1999 - July 2000**

* Teaching students of all ages, including preparation for Cambridge exams

**English Teacher, Executive Language Services, Paris September 1998 – June 1999**

* Teaching English to adults of all levels in-school and around Paris.

**English Teacher, Stafford House, Canterbury April 1997 – August 2000**

* Teaching English at the school’s UK base as well as abroad in Siberia, Italy and Austria.
* During summer schools, responsible for organising social events such as discos, karaoke evenings and quizzes.

**EDUCATION & TRAINING**

* **Master de Educación Secundaria**, especialidad inglés, University of Zaragoza (average mark 8,44), October 2011 - July 2012.
* **Certificate in Journalism**, Trinity Mirror Training Centre, Newcastle, January - May 2002
* **CELTA (Certificate of English Language Teaching to Adults)**, Hilderstone College, Broadstairs, October - November 1996
* **BA Hons (Politics)** University of East Anglia, Norwich, October 1993 - June 1996
* **‘A’ Levels in English (B), French (C) and Economics (C)**, St Edmund’s School, Canterbury, September 1985 - June 1993

**INTERESTS**

To keep fit I enjoy running, pilates, aerobics, rollerblading and occasionally skiing.

In my free time I like sewing, both making clothes for myself and teaching my daughters to sew. With them I also enjoy the typical British activity of baking and cake decorating.

When I have time I like to read or write my experiences about being an English mum in Spain in my blog *catherinedolan.net* and encourage my daughters in story writing as well.

References available on request