



MABEENA AMA WEDDERBURN

BRITISH ENGLISH TEACHER WITH OVER 18 YEARS EXPERIENCE

PROFILE

A highly motivated qualified ESOL Skills for Life tutor and British Council IELTS Examiner with over 18 years' experience teaching adult learners from Pre Entry to undergraduate level. As well as children from preschool though to highschool; both in the community and individually. Enabling me to use my own initiative when designing and presenting tailored programs to facilitate different learning styles. Through excellent organisational skills and the ability to work well under pressure.

MARITAL STATUS

Married

PERSONAL INTERESTS

In my spare time, I enjoy reading Quran and learning Arabic as well as spending time with my family.

CURRENT ROLE

SENIOR LECTURER MCBS

Involved in the delivering and designing of resources for the foundation program at MCBS to equip the learners to progress onto the accredited courses successfully.

LANGUAGE:

Fluent English, basic Arabic

HOW TO REACH ME

Email Address:

Mabeena.Wedderburn@mcbs.edu.om

LinkedIn: @mabeena.wedderburn

SKILLS AND ACHIEVEMENTS

- Currently a British Council IELTS examiner through London IELTS
- Designed and delivered Teacher Training Workshops
- Received a grade 2 (good with outstanding features) in work observations.
- Created and compiled a large combination of material and resources targeting both adults and children.
- Reported in the good practice policy for excellent mannerisms when conducting exams and resources designed to monitor attendance.
- Use blogs, podcasts, Excel, Word, Weebly, Scratch, Youtube, Minecraft, and a variety of programs to encourage learning.
- My teaching experience has been used as a case study at national conferences on community education.
- Designed a variety of curriculums and PowerPoint presentations to facilitate learners.
- Training and experience in using SmartBoards.
- Completed my PCET and Masters with a merit.
- Assisted learners that were illiterate in their first language in reading and writing to successfully progress onto Entry 1 ESOL courses.

EDUCATIONAL TRAINING

Masters in English Language Teaching Level 7 (Jan 19 - June 21) Southampton University & British council Merit

IELTS Effective Teacher Training (Feb 17- Mar 17) Certificate British Council Pass

OTHM Diploma in Teaching (Jul 23- Oct 23) Level 6 (120 Credits) London School of Business

Additional Diploma in ESOL (Mar 10- June 11) Level 5 Bradford College Merit

Cert Ed- Post Compulsory Education Teaching (Sept 09- June 11) Level 5 Bradford College Merit

CELTA- Certificate in English Language Teaching Adults (Jul 08-Aug 08) Level 5 Cambridge University

OTHM Diploma in Education and Training (Jan 22- Feb 23) Level 4 (120 Credits) London School of Business

ESOL and Literacy Bridging Course (Feb 10-Mar 10) Level 3 Bradford College Pass

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PREVIOUS EXPERIENCE

Al Hayat International Institute (March 2018- Jun 22)

At present I deliver various general courses daily throughout the week. As well as completing the curriculum design for approval of the MoM, building the website, and delivering a tailored intensive ELTS course, monthly and supervise the other teachers in our English summer scheme. My main roles include;

- Designed the placement tests and assessed learners through initial, diagnostic and summative assessments
- Record keeping through register, ILPs, group profiles, course outlines, proforma, lesson plan and tutor reports

Elite English Language Program (Mar 2017- March 2018) and (Jun 22-Aug 23)

I delivered various general courses daily throughout the week. As well as delivering a tailored intensive IELTS course, monthly. My main roles include;

- Teaching general English to Adults and children from Elementary through to Advanced
- Assess learners through initial, diagnostic, summative assessments and IELTS exam papers
- Record keeping and compiling student Portfolio for student sponsors such as ROF, MoD and ROP

Elective Home Educator - Full time (June 2012 - Feb 2017)

Responsible for: The full-time education of 5 children and part-time education of several other children from preschoolers through to undergraduates. I have to design individual curriculums, as well as careful budgeting and researching resources to complement their learning. Organize a variety of trips and workshops to assist in developing lifelong learning skills. Termly planning and good record keeping for our annual inspections from the government. I am solely responsible for teaching them; English, Math, Science, Geography, History, Quran, Islamic Studies and ICT weekly the children are already working at least 1 year ahead of their peers at school and have developed invaluable learning skills in this time.

Workers Education Association (WEA) (January 2008 - May 2011)

I delivered three classes twice a week in two local schools for the largest voluntary organisation in the UK. As well as assessing learners I was also required to conduct enrolment sessions, invigilate and mark exam papers and moderate termly internal verifications. My main roles included;

- Collect and complete enrolment forms including fees and checking relevant evidence
- Assess learners through initial, diagnostic and summative assessments
- Record keeping through register, ILPs, group profiles, course outlines, proforma, lesson plan, tutor reports, assessment tracking sheets for accredited and non-accredited learning

•Conduct and mark Reading, Writing and Speaking and Listening exams through the City & Guilds

Attend termly internal verifications and provide my tutor folders and examples of learner folders to be verified

Canterbury Nursery School & Centre for Children and Families (February 2008 – June 2009)

responsible for:

Creating Schemes of Work and lesson plans

Creating resources and worksheets

Using initial and diagnostic assessments

- Teaching English to Speakers of other Languages to Pre Entry

Record keeping

Contracted through Little Horton Streets Ahead (Neighborhood Management Program

Responsible for;

- Creating resources, worksheets, scheme of work and lesson plan

•Assessing learners using diagnostic assessments

•Contracted to work in two local schools teaching parents ESOL

•Teaching at Entry 2 and pre Entry steps 1 and 2

•Record keeping

Teaching 50 students

