Jean Chung

Visa Status/Nationality: F4/Canadian

Date of Birth: August 1, 1979

**Re: Part-time teaching**

To Whom It May Concern:

I am currently teaching Business English in Seoul, Korea and looking to expand my skills

within your organization. As a native English speaker from Toronto, Canada with nine years

of public school teaching experience, I believe I would be able to contribute greatly to your

team.

I am an accredited high school English teacher in Toronto, Canada with nine years of

teaching experience with the Toronto District School Board (TDSB). Along with teaching

students, I have been promoted as an Instructional Leader for teachers. For the past four

years I have worked with experienced and beginning teachers within the TDSB by providing

workshops and demonstration lessons on effective instructional strategies.

As well as teaching in the public school system, I have nearly fifteen years of experience in

the private teaching sector tutoring high school students and adults in essay writing,

grammar, and interview skills. In my undergraduate years at the University of Toronto, I

successfully launched a tutoring business (developed curriculum and managed tutor/client

sessions).

When I am not teaching, I am writing. I am a published short story author with Life Rattle

Press, and was recently on the judging panel for its October 2014 Writer’s Festival.

As this is a brief summary of my experience and skills, I look forward to meeting with you to

further discuss how I would be an ideal candidate for this position. Please feel free to

contact me anytime Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,

Jean Chung

**Jean Chung** Tel: 010-8977-4373 | Email: c.jeannie@gmail.com

Visa Status/Nationality: F4/Canadian

Date of Birth: August 1, 1979

**Education & Qualifications**

**Master of Arts**

(Candidate)

Curriculum Studies and Teacher Development

Ontario Institute for Studies in Education,

University of Toronto

Present

**Honours**

**Specialist**

Contemporary Studies

Ontario Institute for Studies in Education,

University of Toronto

July 2008

**Bachelor of Education** English & History (Intermediate/Senior Division)

Ontario Institute for Studies in Education,

University of Toronto

August 2005

**Bachelor of Arts** Economics, Sociology

University of Toronto

June 2002

**Current Work Experience (Seoul, Korea)**

**Business English Teacher**: Various Companies

Teach one-to-one Business English lessons at various companies such as

Heineken (situational conversation, work-related vocabulary, grammar)

October 2014

– Present

**Teaching Experience (Toronto District School Board, Canada)**

**Instructional Leader**: Teachers Learning and Leading Department

Supported experienced and beginning teachers throughout the TDSB

through workshops and co-teaching.

September 2013

– June 2014

**Teaching & Learning Coach**: Model Schools for Inner Cities

Facilitated whole-school professional growth through various teacher

teams within the TDSB’s Model Schools.

September 2010

– June 2013

**Teacher:** TDSB Secondary Schools

Taught various subjects at Scarborough Centre for Alternative Studies

and Agincourt Collegiate Institute (Business English, English Literature,

History, and English as a Second Language)

September 2005

– June 2010

**Published Work**

Chung, Jean. “The Battle of Hadong.” in *Fishflies and Other Stories*, by Nonfiction Nine Collective 128-

131. Toronto: Life Rattle Press, 2013.