

# JACQUELINE SALERNO

(434) 2222456

1235 Evergreen Circle, Charlottesville, VA 22901

email@virginia.edu

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## EDUCATION

*University of Virginia*, Charlottesville, VA

May 2003

*M.A. French Literature*

Elected by fellow graduates students to serve as a liaison between students and faculty at all department meetings; Nominated for Departmental Graduate Teaching Award for 2002-2003

*Instituto Cervantes*, Paris, France

August 2000

Spanish as a Foreign Language Certificate

*Alliance Française*, Paris, France

September 1998

Degree to teach French as a Second Language

*Université Stendhal*, Grenoble III, France

June 1994

Equivalent to a B.A. in English and German

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## LANGUAGES

French: native speaker

Spanish: fluent

English: fluent

German: reading and speaking proficiency

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## TEACHING

*University of Virginia, French Department. French House Director*

Summer 2003

**Summer Foreign Language Institute:** Prepare evening activities, coordinate test reviews, and tutor students who need extra help. Review material taught in the morning class and prepare cultural activities each afternoon.

*University of Virginia, French Department. Teaching Assistant*

2001-present

Teach intermediate (201-202) French courses with responsibility for preparing and leading two sections of 21 students each. Solely responsible for teaching French 201 in Summer 2002 and chair the same course in Spring 2003, which includes preparing the syllabi, suggesting composition topics, creating the first test and organizing all other tests and the final exam.

*Altavista Combined Schools*, Altavista, VA. *French and Spanish Teacher*

2000-2001

Prepared weekly lesson plans, taught French I-V and three classes of Spanish I, composed of middle school and high school students; was homeroom teacher for French I class. Attended faculty meetings and conducted parent-teacher conferences. Directed the French Club and organized monthly cultural activities, established pen-pal program with French high school.

*Alliance Française*, Paris, France. *French Teaching Assistant*

1997-1998

Organized lesson plans and taught Elementary, Business and Civilization courses. Emphasis was placed on the use of authentic and semi-authentic documents and the sole use of French due to the multicultural audience.

*Pierre Overall*, Paris, France. *French Teacher*

March-Sept 1998

Prepared and taught Intermediate courses to Austrian high school students on vacation in Paris. Reviewed grammar by developing creative and useful activities in order to prepare students for afternoon visits of Paris and surroundings.

*Centre Scolaire*, Le Péage de Roussillon, France. *English Teacher*

Jan-Feb 1995

Planned weekly work with other colleagues and was in charge of teaching introduction (6<sup>th</sup> and 7<sup>th</sup> graders) intermediate (9<sup>th</sup> graders) and advanced (11<sup>th</sup> graders) courses to native French speakers. Attended faculty meetings and conducted parent-teacher conferences. Served as homeroom teacher for 7<sup>th</sup> graders.

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## ADDITIONAL EXPERIENCE

*Opéra National de Paris*, Paris, France, *Travel Agent Liaison*

1995-2000

Booked tickets for French and foreign travel agencies. Used German and English intensively.

*A.E.G. Elektrowerkzeuge*, Stuttgart, Germany, *Export Service Trainee*

March-July 1989

Placed and confirmed orders, translated technical leaflets into French and German.