



EDUCATION

Master of Arts in Teaching English to Speakers of Other Languages Monterey, California
Middlebury Institute of International Studies at Monterey (MIIS) December 2013
Specializations: Language Program Administration & Sociolinguistics

Bachelor of Arts in Spanish Martin, Tennessee
University of Tennessee at Martin (UTM) May 2012
Minor: Sociology

Universidad de Guanajuato Guanajuato, GTO México
University Exchange Program July 2011

ACADEMIC INSTRUCTION & LEARNING FACILITATOR EXPERIENCE

St. George's University (SGU) St. George, Grenada
Department of Education Services, Specialized English Language Programs unit July 2019 – Present
Coordinator for the English for Medicine Pathway (EMP) program

- Collaborate with program faculty to foster curriculum mapping and revisions of academic skills curricula for medical, pre-clinical, and M.Ed. students.
- Conduct negotiations with international parties of three universities to establish guidelines for support services at SGU's partner universities in the UK and India.
- Produce progress reports detailing program effectiveness and student satisfaction analyses.

Course Director & Instructor

- Develop and implement workshops and tutoring sessions based on academic skills, learning strategies, time management, test-taking, and other needs detailed in individualized learning plans.
- Serve on multiple university committees to aid in assessment design, entrance examination rating, program facilitation, student orientation, department reports, and administration.
- Instruct multinational preclinical, M.Ed., and English as a Second Language (ESL) students through engaging classes to impart the academic skills needed to succeed in health and education fields.
- Lead teaching teams in developing course materials and assessments for hybrid, in-person, and online delivery to meet the changing academic needs of students.
- Monitor and input student performance records using course platforms and university databases.
- Meet with students during weekly office hours to consult on grades, assignments, and study plans.

Faculty Adviser

- Advise 40-50 multinational preclinical, medical, and veterinary students on adjusting to an academic environment through the Academic Enhancement, English for Medicine Pathway, and Pre-clinical Success Teams programs.
- Correspond with the university registrar, admissions, and representatives from students' home countries to facilitate scholarship renewals and course registrations.
- Advocate for students who are at risk for dismissal during end of term performance reviews.
- Compose detailed electronic records of advising appointments to track student performance.

Tokyo International University (TIU)
Global Teaching Fellow

Kawagoe, Saitama, Japan
March 2017 – March 2019

- Engaged classes of 10-15 university freshmen in advanced-level EAP research composition courses and low-level EFL speaking and listening courses while assessing and recording student progress.
- Advised multinational students on learning strategies, resume writing, EFL, and job-search skills.
- Remodeled curricula to focus on student accessibility by conducting teacher interviews and surveys for continuity across courses.
- Trained TIU faculty through annual computer-assisted language learning (CALL) workshops.

Peace Corps
SMKN Kudu (Vocational High School)
Secondary English Teacher (Volunteer)

Jombang, East Java, Indonesia
March 2014 – June 2016

- Designed and implemented engaging EFL/ESP courses for 500 vocational high school students to activate all learning skills and meet academic skills needs.
- Created formal assessments to gauge students' ability to use the English language and assisted in editing the listening section of the National English Examination of Indonesia (*Ujian Nasional*).
- Founded and organized an annual 8-hour teacher-training workshop for 250 English Language instructors from secondary schools in East Java, Indonesia.
- Revised and facilitated a 4-hour teacher training workshop on formal and informal assessment methods for 68 Peace Corps Trainees.
- Supervised English language-based extracurricular activities such as English Club and facilitated building and organizing a community library.

Education First
English Instructor and Program Director

Monterey, California
January 2014 – January 2014

- Revised and implemented curriculum for a 3-week ESL course to teach to 13 students from Korea, ages 10-16, various English-language skills and U.S culture.
- Created task-based lesson plans that engaged all students and encouraged inter-student interaction.
- Supervised out-of-classroom field trips and activities to ensure students' safety and timeliness.

Monterey Peace and Justice Center
English Instructor and Tutor (Volunteer)

Seaside, California
February 2013 – November 2013

- Taught ESL classes of 12-20 adult immigrants and refugees of various nationalities and mixed English-language skill levels.
- Designed and implemented weekly lesson plans and tasks to facilitate group activities that increased students' survival life skills.
- Tutored approximately 10 adult students from El Salvador, Ecuador, and Russia in the English-language by creating mini-lesson plans and assignments to target specific skill areas for improvement.
- Assisted individual students in various life-skills such as reading their children's report cards, writing resumes and applying for jobs, and completing paperwork for doctor visits, school forms, and insurance.

Middlebury Institute of International Studies at Monterey (MIIS)
Center for Advising and Career Services
Graduate Assistant

Monterey, California
August 2012 – February 2014

- Facilitated outreach to various schools in the area to identify future practicum sites for MIIS students.
- Led resume peer-review sessions to advise fellow graduate students on resume and cover letter basics.
- Coordinated pilot voyage for future partnership with PeaceBoat through marketing and course planning.
- Monitored and advertised employment and professional development opportunities for current students and alumni by maintaining and updating *Zócalo*, an online university job database.

CONFERENCE PRESENTATIONS AND WORKSHOPS

Conference Presentation – “Ethical Considerations & Navigating the IRB Process” 2026

- DeRiggs, C., **Weinheimer, D.**, & Wildman, A. (2026). Ethical considerations & navigating the IRB process. In L. Francis-Charles (chair), *Educational Research Symposium*. [Symposium]. St. George’s University’s Research & Phi Zeta Research Emphasis Day, 2026; Grenada

Teacher Training – “Building leadership competencies” 2025 & 2026

- Created and facilitated a recurring one-hour workshop tailored to faculty and staff at St. George’s University. This workshop explores strategies for developing leadership skills in themselves and others.

Teacher Training – “Effective feedback” 2025

- Designed and taught a one-hour feedback training for the English for Medicine Pathway (EMP) program faculty at St. George’s University. This training focused on identifying differences in feedback for language learners compared to native English speakers and on aligning feedback across EMP courses.

Teacher Training – “Addressing Common Student Challenges” 2025

- Developed and facilitated a one-hour workshop designed to introduce teaching faculty at St. George’s University to strategies for addressing challenges with student motivation and class management.

Conference Presentation – “The power of the literature review in research” 2023

- Walker D., & **Weinheimer D.**, DeRiggs C., (2023). The Power of Literature Review in Research. In L. Francis-Charles (chair), *Educational Research Symposium*. [Symposium]. St. George’s University’s Research & Phi Zeta Research Emphasis Day, 2023; Grenada

Teacher Training – “M.Ed Faculty Feedback Workshop” 2022

- Developed and facilitated a one-hour workshop to engage M.Ed faculty at St. George’s University in research-based practices for providing feedback on writing assignments.

Tutor Training - CSS Writing Tutor Training Series for SGU SAS Writing Tutors 2020-2022

- Co-developed and facilitated an annual 10-week writing tutor feedback training workshop series for writing tutors employed in the School of Arts and Sciences (SAS) writing center at SGU.

Conference Poster Presentation – “Knowledge speaks: Video blogging in the digital era” 2018

- Co-conducted classroom action research regarding the use of video blogging as both speaking and listening activities in EFL classroom settings and presented findings at the 2018 CamTESOL conference.

Teacher Training – Using Moodle as a Course Platform 2017-2019

- Facilitated yearly introduction to Moodle workshop for instructors and management to walk through basic Moodle platform tools used in online classroom management and discuss methods of utilizing Moodle in various course types at TIU Global Teaching Institute in Japan.

Conference Presentation – “Bringing creativity to the classroom” 2015

- Demonstrated numerous interactive classroom activities that will engage students’ minds and encourage creativity to 30 English-language teachers at an MGMP conference in Jombang, Indonesia.

Teacher Training – Assessment and Observation Methods 2015

- Revised and facilitated a 4-hour teacher training workshop on formal and informal assessment methods for 68 Peace Corps Trainees in Indonesia.

Resume and Cover Letter Workshop 2015

- Organized and taught three interactive sessions on creating a resume and writing cover letters for 24 university-level English-language students at STAIN University in Kediri, Indonesia.

Conference Presentation – “Action research made easy” 2014

- Presented an interactive overview of how to conduct Action Research to 35 English-language teachers at a Teacher Training conference in Jombang, Indonesia.
-

PROJECTS & PUBLICATIONS

Journal Publication – TN TESOL 2024

- Weinheimer, D. (2024). Ain't ain't right: Use of English dialects in the ESL classroom. *TNTESOL Journal* 9(1) 43-56

Linguistic Attitudes Research 2020-Present

- Collaborating with a research team to explore attitudes toward and awareness of Grenadian Creole in Grenada through instrument development, data collection, and data analysis.

East Java Teacher Training 2016-Present

- Orchestrated an annual 8-hour teacher-training workshop for 250 English Language instructors from secondary schools in East Java, Indonesia. Topics include assessment, teaching English for specific purposes, materials development, and creating a positive classroom environment.

Indonesian Girls Leading Our World (IGLOW) – Female Leadership Camp 2014-2016

- Assisted in planning, organizing, and executing an annual female leadership and empowerment camp for approximately 80 female students aged 14-17. Sessions included self-defense, women in business, career panel, nutrition, inner beauty, reproductive health, and human trafficking.

Practicum CALL class – SMKN Kudu 2016

- Constructed and administered weekly English lessons via Facebook to the 11th grade students at SMKn Kudu who spent the semester at their practicum internship sites. Additionally, trained two local English teachers how to use this method of CALL for their own off-campus practicum students.

Language Laboratory and Library – SMKN Kudu 2015

- Instigated proposal, lobbied for book donations, and worked with language teachers at SMKN Kudu to set up a language library to be used for language classes and as a safe space to study languages.

Fulbright Graduate Life Skills Curriculum - MIIS 2013

- Conducted an extensive needs analysis to examine the strengths and weaknesses of the former curriculum used in the Graduate Life Skills course taught during Fulbright orientation at MIIS and transformed the curriculum to fit the Fulbright students’ necessities.

Language Assessment – Mariposa Art School Test 2013

- Developed, piloted, and statistically evaluated a test designed to measure the vocabulary gains made by high school students going through the Mariposa Art Teach Program administered by the Cultural Council of Santa Cruz County.
-

SPECIALIZED SKILLS AND TRAINING

Language

- English: Native
- Portuguese: Beginner
- Bahasa Indonesia: Advanced Low (LPI) 2014
- Bahasa Jawa: Beginner

▪ Spanish: Intermediate Mid (ACTFL OPI)

2012

Technology (Mac and PC)

- LMS/Online Learning Management Systems (Moodle, iLearn, Blackboard, Sakai, Schoology)
- Online Teaching Tools (Zoom, Skype, Padlet, TurnItIn)
- Google Applications (Google documents, Google sites, etc.)
- Microsoft Applications (Word, Excel, PowerPoint)
- Publishing Platforms and Website Creation (Wordpress, Tumblr, Weebly, Javascript, Python)
- Data Analysis: R (SPSS equivalent software for statistical computing and graphics)
- Simplicity Career Services Management (Zócalo)
- Audio and Video Recording Software (Audacity, Panopto)

Certifications

- Collaborative Institutional Training Initiative (CITI Program) 2024
- IRB Trained and Certified 2019
- BSA Level-2 Climbing Instructor Certification 2013

PROFESSIONAL AFFILIATIONS AND OTHER RELEVANT ACTIVITIES

- SGU International Review Board Member 2025-Present
- National Association of Foreign Student Advisers (NAFSA) Member 2025-Present
- Learning Specialist Association of Canada Member 2025-Present
- Grenada Community Library Board Member 2024-Present
- Language Teaching Research Journal Submission Reviewer 2024-Present
- Second Language Research Journal Submission Reviewer 2024-Present
- SAGE Journal Application Reviewer 2024-Present
- SGU Committee for Academic Performance and Professionalism Member 2020-Present
- National Peace Corps Association Member 2014-Present
- TESOL International Association Member & Proposal Reviewer 2013-Present
- TNTESOL Association Member 2013-Present
- University of Tennessee Alumni Association (UTAA) Member 2012-Present
- Sigma Delta Pi (National Hispanic Honor Society) Member 2012-Present

CURRICULUM DEVELOPMENT COURSE LIST

St. George's University

English for Medicine Pathways Program

- ENGL 335 Foundations for Communication
- ENGL 336 Foundations for Medical Communication
- ENGL 337 Integrated Medical Communication

M.Ed. Program

- Theories of Learning

Preclinical Program

- PCLN 303 Communication for Health Professionals II

Tokyo International University

Undergraduate Program

- Academic Composition II
- Speaking and Listening
- Speech – Public Speaking

SMKn Kudu

Vocational School

- English for Architects
- English for Food Service Providers
- English for Small Parts Mechanics
- Practicum

Education First

International Excursion Program

- English in America

Monterey Peace and Justice Center

Immigrant and Refugee Program

- Life Skills English
-