

Tanya M. Firestone

Curriculum Vitae

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Passionate, enthusiastic, and experienced university instructor provides college advising and customized curriculum development, engaging teaching and mentoring, and literacy program design and development. Recognized and awarded for grass-roots research and teaching first-year writing according to a curriculum, while facilitating successful community involvement, specifically in building strong relationships with incoming student enrollment serving families in college and career planning with local high schools. Experienced academic and business leader interacting with and teaching diverse student and adult learner populations. Accomplished in workshop development, problem-solving, outreach, small group and formal presentations, team member collaboration, and consulting on career and program placement. Committed to creating and coordinating efforts with communities, organizations, and academic programs addressing the liberal arts.

Selected Achievements

- Creative leader, instructor, and mentor at the university level. Background in art history. Academic focus on curriculum and summative assessment, educational development theory and literacy, American rhetoric, composition and American cultural constructs. Study experience in Jesuit philosophy and medieval literature.
- Facilitator for writing, literacy, program development, and academic design within urban and rural contexts.
- Co-leader in community college and university environments for scholarship funding and writing projects related to student diversity.
- Program Coordinator at International Language Company
- Owner of Literary Flower Design Studio, Chicago, Illinois

Education and Credentials

Master of Arts in English – Thesis: Movement as Language Literacy

University of Dayton, Dayton, OH

Bachelor of Arts

Capstone Project in Marginalized Writers
Miami University, Oxford, OH

Master of Science, Education, M.Ed. (2 years coursework completed)

University of Cincinnati Teachers College, Cincinnati, OH

Teaching License, English Secondary Education

University of Cincinnati, Cincinnati, OH

Online/Hybrid Teaching Certification

Teaching Solutions

Professional Experience

Curriculum Developer and Research Writer Contractual

September 2019 - Present

Research and design curriculum to meet audience requirements. Foster authentic relationship building within communities with website content writing and coordination of related events. Provide analytical advice for corporate causes that help support public needs and build internal relationships.

- Assist nonprofits, private schools, and urban charter schools by leading faculty and staff in experiential design and workshopping methods.
- Deliver job training skills and content-specific writing for grant proposals, human resource manuals, website design content editing, and textbook reviews for literacy content.

Director of Student Services

2018 – 2019

St. Mary Catholic School, Lake Leelanau, MI

Liaised daily with administration and teaching staff. Supported K-12 curriculum by reviewing needs. Provided academic advising to families and students.

- Supported teachers by administering NWEA and PSAT tests.
- Offered workshops for parishioners and the school community, parents and students, to continue the established mindset of continuous growth.
- Reviewed College Programs and worked with families and learning platforms in selecting college choices.

Faculty and Curriculum Coordinator

2016 – 2018

The Leelanau School, Glen Arbor, MI

Coordinated faculty initiatives for program development and assessment and fostered initiatives with NMC colleagues for partnering with Northwestern Michigan College to institute a college credit option for high school students. Led a series of integrated curriculum mapping professional development workshops for high school faculty with sessions that opened discussion on alignment and summative assessment with evaluations. Explored various Learning Management Systems and analyzed data to support recommendations for integrating a school-wide assessment system to accommodate faculty, student, family and board interests. Collaborated with the Director of Art of a Literary Publication, *Cone & Acorn*, and the interdisciplinary team resulting in the launch of community projects at an Experiential Boarding School for diverse learners. Assigned to an advisory committee role with families and the community.

- Courses: English, Ancient and Protest Literature; Advanced Creative Writing; and Honors Search for Meaning.

Faculty – Full Time 1 Year, Adjunct 3 Years

2013 – 2016

Northwestern Michigan College, Traverse City, MI

Contributed to first-year compositional meetings with colleagues for “norming” sessions and curriculum with assessment discussion. Utilized voice and digital feedback, and portfolio development research.

- Courses: first-year composition courses (ENG 111-112 Honors: Instructional design and honors' continued research guidance.)

Tenure-Track English Faculty Professor

2009 – 2011

Richard J. Daley College, City Colleges of Chicago, Chicago, IL

Member of College-Wide Assessment Committee assigned to compose funding proposals and maintain state accreditation. Assessed course practices and reviewed course curriculums, while providing researched presentations to faculty on Student Learning Outcomes (SLOs), program revision and alignment. Attended Higher Learning commission (HLC) institute and presented Higher Learning Committee Assessment Practices to faculty. Advised students and coordinated student credit transfers while assisting in partnerships with the community for job placements. Knowledgeable with student data analytics and record-keeping systems.

- Co-led a student team of writers that won the *Presidential Scholarship, Compton Diversity Writing & Research Award*, 2009
- Recognized by the Assessment Committee Team
- Taught first-year writing (English 99-102 honors) and adjusted the curriculum to include textbook review and assessment ensuring program alignment

Language Program Coordinator
Executive Language Training, Lincolnshire IL

2009 – 2011

Followed standard practices for assessment and curriculum design in TOEFL, ESL preparation for testing in pronunciation and enunciation, reading and syllable placement, including conversational practice. Liaised with International Business Executives and English Professors globally via Skype.

- Served as a member of the launch team of online training programs and customized language programs
- Advised on content for marketing material development and the development of an employee training manual for internal company needs
- Facilitated language programs designed for International speakers requiring Business English speaking and writing skills, including non-native speakers lacking previous exposure to language conventions

Writing Workshop Facilitator and Owner
Literary Flower Studio, Chicago, IL

2005 to 2008

Edited and evaluated writing samples and lesson designs with the nonprofit Chicago Foundation for Education, for Chicago Public School (CPS) teachers. Conducted poetry sessions within the shop with focus on space design, language, and botany. Managed corporate fund-raising events, including event planning, in conjunction with Chicago Business for Women. Maintained business accounts with Lululemon and Tea Gschwender retailers.

- Taught first-year writing with a focus on Ethnography at Columbia College, Chicago, IL
- Offered specially designed Business Writing Workshops to businesses
- Sponsored writing pieces that appeared in *Where Magazine*, Chicago

English Teaching Instructor, English Department
University of Dayton, Dayton, OH

2003 to 2005

Courses Taught: First-year writing, English 101 and English 102

Language Arts Teacher
St. Margaret of York, Loveland, OH

2001 to 2003

Courses: Middle school language arts and public speaking in a parochial setting

Language Arts Teacher
Cincinnati Public Charter School, Shroder Paideia Academy, Cincinnati, OH

1999 to 2001

Courses: Middle school language arts and public speaking in urban setting, magnet program

Teaching Intern/Teaching Assistant
University of Cincinnati, Cincinnati, OH

1999 to 2000

Courses: Supplemental reading combined with psychology and art history, designed for non-traditional “at-risk” students

Awards

- **Coleman Teacher-of-the-Year Award**, The Leelanau School
- **The Father Adrian J. McCarthy Award of Excellence for Collegiate Teaching**
- **Teaching Fellowship**, University of Dayton
- **University Graduate Scholarship**, University of Cincinnati
- **Dean’s Recognition**, Miami University, University of Cincinnati, University of Dayton
- **University of Dayton Library Recognition**, Women’s History Month Display: *Clothing Speaks and Deconstructs*
- **National Council of Teachers of English Writing Achievement Judge**, First-year composition, Invitation Only
- **Compton Diversity Writing & Research Scholarship Award**, City Colleges of Chicago, Richard J. Daley College
- **Sigma Tau Delta Acceptance**, International English Honorary
- **Kappa Delta Pi**, Education Honor Society
- **National Council of Teachers of English (NCTE)**, Member and Co-Presenter, Chicago, IL, 2008

Publications

More Than a Week, Short Work of Creative Fiction

Fashion, Form, and fabric as Language Literacy

Conference on College Composition and Communication (CCCC), Chicago, Illinois, 2008 and 2006

Compton Research Project

Scholarship in Global Initiative for Community College Writers, Chicago, Illinois, 2009

Unconventional Marriage: An Exploration of Love in Chaucer’s “Franklin’s Tale”

Mideast Conference on Christianity & Literature, 2004

Silko’s Ceremony: An American Experience

Native American Poetry Week, Cincinnati, Ohio, 2000

Inspiring Authentic Classroom Connections through Speed Interviewing

Liberal Arts Network for Development, 2013

National Council of Teachers of English (NCTE), Attendee, 2014, 2010, 2008, 2007, 2006, 2005

Enchanted Express Publication

Urban Literacy Development Team, Director and Editor of Student-Run Publication and Writing Support, Cincinnati, Ohio, 2002, 2001, 2000, 1999

Research Interests

- Liberal Arts Programming and Great Books (Classical Literature)
- Curriculum Design and Assessment
- Jesuit Philosophy
- Psychology of Composition
- Rhetorical theory and Practice
- Social Advocacy Work

Skills

- MLA, APA Publication Formatting
- Online Teaching Solutions Certification with Hybrid Layout and Design
- Public Speaking
- Film Studies, Art History and Architectural Field Study
- Natural Studies Related to Literature, Heirloom Flowers and Landscape
- Urban Farming Initiative Project Development