

Janet K. Orr

jkorr@tealservices.net

Areas of Expertise

- Program/Project Management
- Education and Workforce Development
- Project Monitoring & Evaluation
- English Language Learners

Education

Elementary School Principal Provisional Certificate, University of Virginia, Falls Church, VA; 1997
M.Ed., Teaching English as a Second Language and Reading, University of Illinois,
Champaign-Urbana, Champaign, IL; 1980
B.S., Elementary Education, University of Colorado, Boulder, CO; 1973

Professional Experience

- 2008 **Director, TEAL Services.** (www.tealservices.net) New projects include:
- **Evaluation of Immigrant Grants Portfolio** for Deutsche Bank Americas Foundation. 2008
 - Co-compiler of an **American Themes Anthology** for U.S. State Department's ACCESS Program, designed for youth learning about multi-cultural America through modern teen literature. October 2007- January 2009.
- 2006-2007 **Education Specialist, US Agency for International Development (USAID), Office of Economic Growth, Colombo, Sri Lanka.** Provide a full range of education advisory, monitoring, evaluation and program management services as the Cognizant Technical Officer (CTO) for funded education, workforce, vocational and information technology projects. Secret Clearance, 2006-07.
- 2002-2006 **Director, TEAL Services.** (www.tealservices.net) Projects include:
- **English Language Primary English Teacher Training** at Winter School in Serbia and Poland supported by U.S. Department of State, January 2006.
 - **Program Reviewer, ACCESS Micro-scholarship Program, Morocco and Turkey.** Requested by U.S. Department of State, May 2005.
 - **Project Director for Using English in Subject Classes Workshops,** Ministry of Education, Culture, Mainland Tanzania and Ministry of Education Culture and Sports, Zanzibar. Supported by the U. S. Embassy/Tanzania, April 2005.
 - **Advisor,** Libyan National Project to Introduce English Instruction beginning in the Third Grade: Curriculum Reform. Supported by the U.S. Department of State, March 2005.
 - **Trainer for Peace Corps Tanzania at Mid-service Conference.** Improving English in Your Schools. January 2005.
 - **Keynote Speaker** at Kuwait Summer Institute, participation in the Gulf Countries Ministry of Education Networking Meeting, Manama, Bahrain, Keynote Speaker at the 1st Qatar Network of English Teachers (QTEN), September - October 2004. Supported by the U.S. Department of State.
 - **Workshop on Critical Thinking and Instructional Strategies in Curriculum Development** for experts of Ethiopia's Ministry of Education, Institute of

Curriculum Development and Research. Supported by the U.S. Embassy/Ethiopia, August 2004.

- **Project Director for English Language Workshops.** Upgrade English skills and methods of instruction of Primary and Secondary English Tutors from Teacher Training Colleges in Tanzania. Supported by U.S. Embassy and USAID/Tanzania, June – July 2004.
- **In-service Training at the American School of Kuwait** on ESL techniques for Pre-K-12 class teachers. November 2003.
- **Mini-Assessment in Education, USAID/Tanzania.** Conduct a review of education to identify potential program expansion areas. July – August 2003.
- **Consultant to Integrated English Language Program II, Academy for Educational Development/Egypt.** Collaborated with a team of Egyptian writers to develop the first grade English textbook and teachers' manual for Egyptian public schools. March – September 2003.
- **Consultant to GlobalEnglish Corporation.** Collected and analyzed English language instructional standards and objectives to determine commonalities in standards and curriculum for students aged 7-12, in 12 target countries. Developed recommendations to align an Internet based English language instructional program with prevalent international EFL standards. 2002.

1999-2002 Associate Director, Center for Equity and Excellence in Education, The George Washington University, Arlington, VA. Managed day-to-day operations of the center; including budget, subcontracts, consultants and preparation of fiscal and operational reports. Identified funding sources and wrote project proposals. The center provided public school districts and state education agencies with technical assistance and training and conducted research studies and evaluations of programs and instructional practices. Served as Project Director for:

- The Descriptive Study of Services for K-12th Limited English Proficient Students: 12 National Case Studies about the use of standards for services provided to Limited English Proficient (LEP) and LEP/Special Education Students. 2002
- Evaluation of Saturday STARS Program, District of Columbia Public Schools, 1999-2000, 2000-2001.
- Promoting Excellence for English Language Learners: An Evaluation of the Montgomery County Public Schools English for Speakers of Other Languages Program. 2002.
- Evaluation of the DCPS Summer STARS Program, District of Columbia Public Schools, 2000 and 2001.
- Preliminary Formative Evaluation Report: District of Columbia Public Schools' Educational Services for Limited English Proficient Students/English Language Learners, SY 1999-2000

1997-1999 Director, TEAL Services. (www.tealservices.net) Projects include:

- **Advisor and English Language Textbook Editor, Ministry of Education, Vilnius Lithuania.** Collaborated with the authors of the first, second and third year (4th, 5th grade and 6th grade) English textbook for public schools. Supported by US Embassy/Lithuania, 1998-2001.
- **Marketing Consultant, Concordia International School Shanghai.** Supported the marketing strategy for a new international school by meeting with prospective investors and parents to share information

- about the school. Developed the admissions screening instrument for English reading, writing, speaking and mathematics. 1997-99.
- **Editor of the Courier Magazine, Shanghai Expatriates Association.** Edited submitted articles, authored articles and a monthly column before laying out the 48-52 page color monthly newsletter. Used PageMaker, Photoshop, Microsoft Word and a variety of graphic software. 1998-99.
 - **Advanced English Writing Coach, Hewitt Consulting, Shanghai.** Developed and taught an eleven session writing course to improve the business writing skills of employees. 1998.
 - **U.S. Commercial Service, Shanghai.** Developed routine correspondence templates and documents that linked resources, then trained staff to use them. 1998
 - **Consultant, Region III Comprehensive Center, The George Washington University, Arlington, VA.** Developed parent component of Promoting Excellence and organized focus groups to identify the characteristics of successful parent materials 1997.
- 1996-97 **Assessment Teacher (half day), Fairfax County Public Schools, Fairfax, VA.** Assessed entering linguistically different students to establish skills in algebra, geometry and English to determine equivalency credits, for placement in appropriate educational programs. Revised kindergarten assessment procedures. **ESL Elementary Teacher (half day).** Taught ESL to students in grades K-6.
- 1994-96 **Education Consultant, Lusaka, Zambia.** Projects included:
- **ESL Program Evaluator, American Embassy School, New Delhi, India, 1996.**
 - **Curriculum Developer and Course Instructor for Zambian Journalists Writing Project, Lusaka, Zambia.** Created materials and instructed novice journalists using the writing process and writing coach approach. Supported by the USIS/Department of State, 1996.
 - **Language Consultant, Basic Education Consolidation Project, Academy for Educational Development/USAID, Gaborone, Botswana.** Advised on the implementation of the language of instruction policy in primary schools. 1995.
 - **Academic Specialist, USIS, Brazil and Uruguay.** Program advisor and trainer of young EFL learners taking courses at Bi-national centers. 1994.
- 1992-1994 **Director of Courses, American Language Center/USIS, Amman, Jordan.** Employed, trained, evaluated and supervised teachers and administrative staff in a non-profit self-supporting institution. New initiatives include: development of curriculum for advanced academic and business courses, doubled the enrollment in one year and documentation of the Center's infrastructure in the form of a procedural handbook.
- 1992 **Adjunct Instructor, Department of Curriculum and Instruction, George Mason University, Fairfax, VA.** Taught Assessment in Bilingual/ESL Settings.
- 1991 **TESL Methods Instructor, Ohio University, Athens, OH.** Summer English Teaching Institute for South African and Namibian Teachers and Teacher Trainers.

- 1989-1992 **ESL Coordinator, Fairfax County Public Schools, Fairfax, VA.** Developed, coordinated and provided leadership for the grade 1-12 ESL program in over 100 schools. Established budget priorities and administered an \$11 million-dollar budget. New initiatives included developing a literacy program for ESL students with little previous schooling in grades 7-12, developing the Title VII FAST Math proposal, and implementing a portfolio-like approach to entry-exit and the continuous assessment of ESL students.
- 1985-89 **Program Manager, Department of Bilingual/ESOL Education, Denver Public School, Denver, CO.** Developed and implemented a K-12 evaluation plan, organized first and second language testing, analyzed and reported test results. Monitored federal, court, and state compliance. Guided the activities of translators, the Bilingual Parent Advisory Committee liaison, and the Family English Literacy Project. Wrote grant proposals; manage grant activities and budgets for Title VII grants.
- **ESL Curriculum Specialist/Project Manager, Special Alternative Instructional Project.** Developed the department's Curriculum Framework and second language acquisition continuum. 1986-87.
 - **ESL Teacher.** Taught ESL in grades K-6. 1985.
- 1988 **Advisor, Swaziland Teacher Education Project, Ohio University/USAID, Mbabane, Swaziland.** Provided guidance to Ministry of Education staff and teacher trainers on English curriculum development for primary school teachers.
- 1987-88 **Adjunct Instructor, Department of Language and Culture, University of Colorado at Denver, CO.** Taught Issues in Language and Culture and Interactional Competence in the Classroom.
- 1981-84 **English as a Second Language Specialist, Botswana Primary Education Improvement Project, Ohio University/USAID.** Lecturer in Primary Education at the University of Botswana, Gaborone, Botswana. Taught undergraduate courses in ESL methodology, diagnostic teaching, and language acquisition. Provided in-service training for primary teachers and principals throughout the country. Advised the national curriculum unit and prepared the national exam in English for future primary teachers.
- 1978-81 **ESL Teacher, Boulder Valley Public School, Boulder Colorado.** Created an ESL self-contained elementary classroom to meet the educational demands of incoming South East Asian refugees.
- **Program Coordinator.** Experientially Based Summer School for Limited English Proficient Students in grades K-12. 1981.
- 1974-76 **Teacher, St. Constantine's International School, Arusha, Tanzania.** Taught 3rd and 4th grade classes using English as a medium of instruction.

Languages

English, native; Swahili, Arabic, Spanish, Setswana, and Mandarin

Technical Skills

IT skills: Word, Excel, PowerPoint, Outlook, Front Page, PageMaker, PhotoShop; Windows 2000 & XP, Vista, basic web design and basic server setup.

Training Trainers; training methodology; proposal writing; budget development, personnel supervision and office management.

Professional Responsibilities

Volunteer at Wamato Primary School, Dar es Salaam, Tanzania. 2004-05.

Presentation for International Education Week: *Using English to Empower Women*, American Embassy, Dar es Salaam, Tanzania. November 19, 2002.

Teachers of English to Speakers of Other Languages (TESOL). Teachers of English to Speakers of Other Languages (TESOL), member 1975 to present.

- Elementary Education Interest Section E-Newsletter editor. 2005-07.
- Member, Professional Development Committee. 2004-2007.
- Chair, Elementary Education Interest Section, 2004-2005.
- Steering Committee for Elementary Education Special Interest and regularly present at annual conferences. 1986-2000
- Served on the committee developing ESL-Standards-Based Assessment for Pre-K-12th Grade and wrote assessment scenarios for the publication. 1998 to 1999.

Advisor, Kaplan, Inc. 2005.

Trained volunteer English teachers to reinforce communication skills by Chinese doctors, Project HOPE, Shanghai Children's Medical Center. 1997-99.

Advisory board member for the Evaluation Assistance Center, Title VII, 1992.

Advisory board member for the ERIC Clearinghouse for Languages and Linguistics, Center for Applied Linguistics, 1990 to 1992.

International Reading Association member, 1980-present

Publications

Orr, J.K., McCloskey, M.L. and Dolitsky, M. (Eds.). (2006.) *EFL in Primary Schools, Case Studies in TESOL Practice*. Arlington, VA: TESOL.

Orr, J.K. (2005). Kids Engaged in Learning: Curricular Trends. *Proceedings of the 10th TESOL Arabia Conference: Standards in English Language Teaching & Assessment, Volume 9*. Dubai, United Arab Emirates: TESOL Arabia.

National Study of School Evaluation. (2002). *Program Evaluation: English as a Second Language*. Schaumburg, IL: Author. (contributor).

Orr, J.K. (2001) Standards for bilingual and ESL classrooms. *NABE News*, 24, (6), 4.

Orr, J.K. (1999). *Growing Up with English*. Washington DC: USIA.

Orr, J.K. (1999). 'Join the Club' and there's no chance of forgetting what you have learned. *American Language Review*, 3, (2), 44.

Orr, J.K. Editor. *Shanghai Expatriates Association Courier*. 1998-99.

Orr, J.K. (1998). Much to be gained from ABC's. *American Language Review*, 2, (4), 31.

Orr, J.K. (1995). SPELLING SNT EZE! *URUTESOL Newsletter*, 8, 44.

Orr, J.K. (1995). EFL is Primary. *TESOL Matters*, 5, (6), 8.

Nyati-Ramahobo, L., & Ramsay-Orr, J. (1993). Primary Education and Language Teaching in Botswana. *Common Threads of Practice: Teaching English to Children Around the World*. Alexandria, VA: TESOL.

Ramsay, J.K. (1989). A Bilingual/ ESL Curriculum Framework. *TESOL Quarterly*, 23 (1), 147-152.