

PHILIP HARDING

TESOL INSTRUCTOR

CONTACT ME

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Twitter: [@planet_edit](#)

EDUCATION

B.A. Political Science 1988

University of Missouri at Columbia;
Sophia University, Tokyo, Japan

21 credit hours in Japanese
Language Studies 1987~89

13 credit hours of Spanish
Language Studies 1983-1985

Certificates:

iTTT TEFL and TESOL Training
Certificate (120 hours course) 2017

Japanese Language Proficiency
Test, Japanese Ministry of
Education, First Level 1993

SKILLS

Some skills that I have mastered throughout my career:

Skill #1: Proficient in TESOL
methods

Skill #2 Familiarity with applied
linguistics methodology and
theory

Skill #3 Fluent in Japanese;
familiar with Asian languages

Skill #4 Talented in interpersonal
communications and motivating

PROFESSIONAL PROFILE

TESOL professional with over thirty years' experience in classroom instruction, curriculum creation, and administration; key ESL program creator for public schools in Japan and China and private school administrator. Skilled copyeditor of research papers by non-native English speaking scholars in medicine, commerce, and ecotechnology, successfully helping hundreds of academic papers get published.

Learn more at <https://philipharding.net> or follow me on Twitter [@planet_edit](#).

WORK EXPERIENCE

SOCIAL WORKER

Iowa Focus | Creston, IA | 2019 - present

As a Direct Service Provider, I assisted consumers with mental health and physical disabilities in achieving goals specific to their needs. I worked closely with office staff and counselors to ensure that I had the proper tools to help consumers maintain their baselines and achieve their daily goals, keeping daily records of their progress.

Achieved certificates in Mandt method conflict resolution and safety, Medical Manager, and CPR.

Wrote and edited consumer reports during audits, earning appreciation from supervisors.

TESOL INSTRUCTOR

Xuchang University | Henan, China | 2015 - 2019

Guangzhou City Polytechnic | Guangdong, China | 2012 - 2015

Studies program manager and curriculum creator of English for Specific Purposes (ESP) courses. I was the first instructor at both universities to deliver online homework, support, and examinations using a dedicated website, greatly improving the ability of students and teaching staff to keep track of course progress. Weekly responsibilities included coordinating language activities, monitoring, grading, and reviewing. I facilitated extracurricular activities, including English Circles, speech contests, and job fairs. I received wonderful feedback from students, and excellent recommendations from both GCP and XCU.

I was the first to take a comprehensive approach to teaching English intonation, reductions and blends as a major module, resulting in verifiable improvements in listening and pronunciation among students. I received commendation for my innovations from my supervisors, and several colleagues adapted my materials for their students as well.

I developed *The Infinite Speech Project*, which seeks via a software environment to optimize Speech Recognition, Raw Speech, Translation software, Voice to Text, and finally Spoken Text in a single suite that maximizes communication potential between people lacking fluency in a common language. This project is ongoing.

others

Skill #5 Innovative language instructor using a task-based approach for natural language acquisition

Skill #6 Skilled at copyediting academic and research papers written by non-native English speakers

Skill #7 Competent skills in IT and tech; capable of basic website building and comfortable working with computer graphics, spreadsheets, and word processing

PRIVATE SCHOOL ADMINISTRATOR

Planet English | Fukuoka, Japan | 1995 - 2011

Established a professional and friendly English Conversation school of approximately 175 students. As developer, chief administrator, and promoter. I designed curriculum that resulted in a demonstrable increase in student motivation, fluency, and language retention through activity and task-based approaches. I developed an age-scaled phonics program and simplified approaches to grammar drills based on modern linguistic theory that increased student motivation.

As administrator of *Planet*, I maintained active outreach and generous student services, resulting in an increase in student body of 300% over our first five years and held student retention rates of over 90% per year on average.

From 2003-March 2007 I held the position of Director of English Studies at *Niishinagazumi* Elementary School as part of an independent contract held through the Japanese Ministry of Education. I Created a modern English program and syllabus for grades one to six focusing on activity-based instruction, and worked closely with the principal, vice-principal, and teachers. Upon completion, I was told by the administration that my contributions to the school's English program had been invaluable.