

Lucy Miller

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PROFILE

I am a newly certified TEFL teacher who is very keen to gain more experience planning creative lessons and practical teaching experience either remotely or in a classroom setting. Through using my TEFL training paired with my informal teaching experience, I am looking forward to improving my teaching skills through teaching a variety of students with varying aims and goals with English. I will also keep progressing my ways in how to best support and aid students, independent of their English ability level, age or life status.

TEFL QUALIFICATION

Qualifi Level 5 Diploma in Teaching English as a Foreign Language (TEFL)

2024 - 2025

The TEFL Academy (RQF)

- Creating and organising lesson plans tailored to the students; classroom management; teaching grammar, vocabulary and pronunciation; teaching productive and receptive skills; materials and methods suited for online and classroom lessons; and, assessed learning for A1-C2 grading.

EDUCATION

BSc (Hons) Geography (2:1)

2016 -2020

School of Geography and Sustainable Development, University of St Andrews, UK

- **Dissertation:** 'Investigating the Impact of Land Management Practices on Intertidal Saltmarsh Carbon Stocks in Scotland' (awarded first class mark).
- **Modules Undertaken:** Coastal Processes, Oceans & Climate, Environmental Management, Glaciers & Glaciation, Advanced Skills in Physical Sciences and Advanced Skills in Geographic Information Systems (GIS)

Secondary Education

2010 - 2016

Douglas Academy, Glasgow, Scotland

- **Advanced Highers:** Geography & Music
- **Highers:** including English, Maths, Geography, Chemistry, Biology and History.

RELEVANT EXPERIENCE

- After graduating, I worked as a Research Assistant at the University of St Andrews. Here I was entrusted to help **lead student fieldwork trips** in all terrains and weather conditions in rural Scotland. I would help plan these trips, as well as bonding with and teaching the students (aged between 17 and 25) for different parts of the weekend alongside the Professor.
- For 4 years I was a leader at my local Girl Guiding unit, where I organised fun and educational activities for girls aged between 10 and 14. This involved helping to **organise and run camp trips**, as well as teaching general life skills through fun games and activities.

- I have extensive **babysitting experience**, and so I am very used to working with and being around infants and young children, and understanding the different attention and programmes they require.

MOST RECENT EMPLOYMENT

Front Desk

2024-2025

Setsu Niseko, Hokkaido, Japan

- Ensuring a high quality customer service attitude and manner for all guests and visitors.
- Involved a mixture of independent and team work, in order to produce efficient and effective work during busy winter season.

Concierge

Crowne Plaza, Queenstown, New Zealand

2023-2024

- Guest interactions – whether aiding VIP guests with their requests, or helping book activities for young families or retired couples – were the main course of this work. I really enjoyed attempting to read and pre-empt guests, to try and best advice them in how they could best enjoy their visit to the town.

INTERESTS

- Travelling is a big passion of mine, I really like discovering new culture =s and adventures. Recently, I have just lived for 3 months in Japan doing a ski season which I thoroughly enjoyed, and before that I lived for 2 years in New Zealand.
- I love to be outdoors whenever possible – hillwalking, swimming, or just exploring.

PERSONAL DETAILS

Birthday: 12th December 1998

Nationality: Scottish / British

REFERENCES

Available upon request.