

# BUNA BAASIRI

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Mobile: +9613877837

Email: [bunabaasiri@gmail.com](mailto:bunabaasiri@gmail.com)

Date of Birth: 7 March 1982

## Professional Summary

Growth-driven English teacher, university instructor, and coordinator with extensive experience in curriculum design, instructional leadership, teacher mentoring, academic coordination, and integrating technology into education. Skilled in teaching diverse learners, developing course materials, and driving student performance.

## Professional Experience

### English Coordinator and Teacher – La Cite Culturelle, Khaldeh

Sept 2025–Present

- Design, implement, and review English language curriculum.
- Mentor and train teachers; provide constructive feedback.
- Select and procure teaching materials and technology resources.
- Deliver engaging English lessons in reading, writing, listening, and speaking.

### English and Social Studies Coordinator (Online) – Global International School, Doha

Dec 2024–Present

- Organize conferences, workshops, seminars, and academic events.
- Assist with project planning and track progress.
- Facilitate communication between departments.
- Train new employees and support staff development programs.

### Instructor – Beirut Arab University – Faculty of Human Sciences

Sept 2023–Present

- Teach Intensive English 102 and 103.
- Support student learning and academic development.

**Instructor & Coordinator – Lebanese University – Faculty of Translation**

Sept 2019–Present

- Teach Thematic Learning, Argumentative Texts, and Linguistic Competencies.
- Plan and prepare daily lectures.
- Conduct assessments, assignments, and examinations.
- Publish research and participate in academic seminars.

**Instructor & Coordinator – Lebanese University – Faculty of Languages**

Sept 2019–Present

- Teach Grammar, Active Reading, Public Speaking, and Techniques of Expression.
- Conduct lectures, evaluations, and academic reporting.

**Instructor & Coordinator – Lebanese University – Faculty of Health**

Sept 2019–2022

- Teach Grammar.
- Plan lessons, deliver lectures, and supervise exams.
- Prepare academic reports and research materials.

**Coordinator and English Teacher – Al Makassed School – Khaled Bin Al Walid**

**High College, Beirut**

Sept 2022–2024

- Teach English for grades 8–12 including students with learning difficulties.
- Develop lesson plans and execute diverse teaching methods.
- Engage students and support foreign English curriculum.

**English Teacher – American Community School (ACS), Beirut**

Sept 2020–2022

- Teach English for grades 7 and 8.
- Teach critical thinking, literature, poetry, and media analysis.
- Maximize the use of instructional technology.

**English Teacher – Hajj Bahaa-Eddine Hariri School**

Sept 2006–2020

- Teach grades 3–8 including students with learning difficulties.
- Develop curriculum materials.
- Manage classroom behavior and prepare coursework.

## **PYP Classroom Teacher – Houssam Eddine Hariri High School**

Sept 2004–2005

- Taught Grade 4 under the IB PYP program.
- Planned professional development sessions.
- Promoted teamwork and professional growth.

## **Owner – Tutor Me Center**

Sept 2013–2018

- Managed teachers and academic planning.
- Taught English to SEN and low-ability students.
- Communicated with parents and arranged academic activities.
- Assigned homework for up to 45 students.

## **Education**

- PhD – Beirut Arab University (2018–2025)
- Master's Degree in English Education – The College of Teachers, UK (2016)
- Master's Degree in English Language – Lebanese University (2015)
- Teaching Diploma – AUST (2009)
- Diploma in English Language & Literature – Lebanese University (2008)
- Lebanese Baccalaureate in Life Science (2004)

## **Certifications**

- IB PYP Certification (2025)
- IELTS Teaching Certification – IABC (2024)
- SAT Teaching Certification – IABC (2024)
- Microsoft Office Specialist (MOS) (2024)
- Microsoft Certified Educator (MCE) (2023)
- Toastmasters Public Speaking Program (2022–2023)
- Teaching Adolescence Skills – Skoun Association
- UBOD Writing Assessment Courses (2008–2022)
- Intel Teach Elements (2011)
- Culture and Civic Education in ELT (2010)
- Classroom Management for New Teachers (2006)
- Teaching Through Drama (2005)
- Microsoft Office Specialist (MOS) (2024)
- British Council TEFL Courses (2004)

## Workshops and Seminars

- Artificial Intelligence and Academic Research – AUF (2025)
- How to Teach IELTS – IABC (2025)
- How to Teach SAT – IABC (2025)
- Coaching for Student Learning – Queen Rania Academy (2025)
- Essentials of Effective Remote Learning – MaharaTech (2024)
- Professionalized Learning – Taalam (2024)
- Role of a Coordinator – Taalam (2024)
- Communication & Interaction Among Language Learners – AUB (2024)
- Design Thinking for Conflict Resolution – AUB (2024)
- Strategic Planning & School Improvement – AUB (2024)
- Critical Thinking in Daily Learning – LAU (2024)
- Argumentative Skills in Social Sciences – LAU (2024)
- Business Communication – KBWH (2023)

## Workshop Facilitation Experience

- Classroom Management
- Effective Remote Learning
- PowerPoint for Classroom Presentations
- AI in Education
- Grow Model and Coaching
- Design Thinking for School Dynamics
- Diversity in Learning
- Communication in Language Learning
- Direct and Indirect Written Corrective Feedback
- Integration Critical Thinking in Daily Learning and the Assessment Tools

## Publications

- An Investigation into the Use of Student-Generated Digital Video as a Tool to Improve Writing in the Second Language Classroom  
<https://arabjhs.com/ojs/index.php/a/article/view/1344/PDF>
- The Impact of Asynchronous and Synchronous Technologies on the Development of Oral Communication in EFL Class.  
<https://rjsp.org/evaluating-the-effectiveness-of-direct-and-indirect-written-corrective-feedback-in-improving-the-grammaticalaccuracy-of-lebanese-efl-grade-7-learners/>
- Teaching Writing to Grade Eight Students through Online Collaborative Technology, Blog
- Evaluating the Effectiveness of Direct and Indirect Written Corrective Feedback in Improving the Grammatical Accuracy of Lebanese EFL Grade 7 Learners
- The Short and Long Term Learning Effects of Written Corrective Feedback on the Grammatical Accuracy of Grade Six Students while Learning New Targeted Linguistic Structures

<https://arabjhs.com/ojs/index.php/a/article/view/1012/PDF>

- The Effectiveness of Providing Focus and unfocused Written Corrective Feedback on the Grammar of Lebanese Sixth Grade Students Learning English as a Foreign Language.  
<https://meijournals.com/ara/index.php/mejeps/index>

## Professional Skills

- Able to use computer-assisted educational resources
- Skilled in multimedia lesson design
- Strong research and academic writing abilities
- Experienced with vulnerable and diverse learners
- Ability to teach across all key stages
- Communication with parents and external agencies
- Conduct workshops to help parents understand how to support reading and writing at home.
- Step into the classroom to demonstrate high-level strategies.
- Evaluate and select textbooks, digital platforms (like LMS), and reading materials.
- Help teachers move from simple "Remembering" activities to higher-order "Evaluating" and "Creating" tasks.

## Interests

- Reading
- Basketball
- Rafting
- Hiking

## Extracurricular Activities

- Volunteer teaching during July 2006 war
- Drama Club Member – Hariri School
- Al-Makassed Toastmasters Member
- Al-Makassed Writing Center Member