

MICAELA ANDERSON

2529408839 ▪ andersonmicaela02@gmail.com

Micaela is an incoming MA graduate student at UT Knoxville, studying English literature. She recently lived abroad in France where she taught English at the high school level.

Experience

English Language Teaching Assistant ▪ September 2023 – May 2024

Lycée Guy de Maupassant et Lycée Professionnel Descartes ▪ Fécamp, France

Created activities and lesson plans for high school classes consisting of 20-30 students. Led partial groups, one-to-ones, and complete classes and assisted professors in their lessons and planning. Shared American culture and language with French high school students through positive and creative methods aimed towards inspiring students to be curious and excited about language learning.

Front Desk Associate ▪ May 2023 – October 2023

Esporta Fitness ▪ Collierville, TN

Checked guests into the gym, answered questions involving membership, assisted guests with their accounts, cleaned and maintained safety on the gym floor. Additionally, performed solo opening tasks.

Front Desk Associate ▪ February 2023 – May 2023

REACH Before and After School Care ▪ Germantown, TN

Checked students into REACH during before school care and checked them out during after school care. Set up activities, snacks, and equipment. Filed paperwork and organized the REACH area. Made connections with parents and answered their questions about both REACH and Dogwood Elementary School.

Editor in Chief ▪ May 2022 – December 2022

Collage: A Journal of Creative Expression ▪ Murfreesboro, TN

Managed literary, visual, and audio staff members throughout the selection and editing process. Filed submissions and utilized Submittable to coordinate staff members' access to submitted pieces. Used office equipment such as Adobe suite, photocopiers, and printers to create promotional and informational fliers for the journal, which were then distributed across campus. Collaborated with the journal's designer to ensure frictionless production, organized and supervised campus events to promote the journal, and oversaw the journal's printing and distribution. This included communicating with a local printing service, organizing files to be sent to the printer, and unboxing and distributing copies.

Academic Mentor ▪ August 2021 – January 2022

MTSU Student Athlete Enhancement Center ▪ Murfreesboro, TN

Tutored and monitored academic performance of a group of athletes in math, English literature, writing, foreign languages, political science, and natural sciences. Educated and guided students one-on-one on organizational and time management skills through the application of computer programs such as Notion and Microsoft Suite. Coordinated tutoring times bi-weekly with each student and maintained communication with them outside of tutoring to ensure deadlines were met.

Senior Camp Counselor ▪ May 2021 – August 2021
Memphis Jewish Community Center ▪ Memphis, TN

Supervised camper groups, planned activities involving education of Hebrew vocabulary, ensured adherence to camp schedule and promoted safety. Managed junior camp counselors.

Literature Review Staff ▪ August 2020 – May 2022
Collage: A Journal of Creative Expression ▪ Murfreesboro, TN

Collaborated with staff to select and edit literary, audio, and visual art submissions for publication. Read upwards of 500 submissions for each edition, made notes on each, voted on submissions in collaboration with staff members, and edited selected pieces. Participated in promotion of the journal through campus events, presenting at literary events, and distribution of journal copies.

Beauty Associate ▪ November 2020 – January 2021
Ulta Beauty ▪ Collierville, TN

Stocked and organized products, assisted customers and offered educational information on a variety of beauty-related products and services to ensure a positive, efficient shopping experience.

Team Member ▪ November 2019 – February 2020
Target ▪ Collierville, TN

Oversaw the clothing department, stocked and organized goods, assisted customers and completed online order fulfillment.

Editor in Chief ▪ August 2017 – May 2020
The Dragon Spirit Newspaper ▪ Collierville, TN

Managed a staff of writers, designated news pieces, oversaw printing, communicated with advertisers, and wrote local news pieces.

Volunteer ▪ August 2017 – August 2019
Lucius E. and Elsie C Burch Library ▪ Collierville, TN

Maintained shelving organization, assisted patrons in locating books as well as borrowing books, and worked with the discharging and activating of books in the backroom. Inventoried returned books.

Publications

- “Learning as a Creative Endeavor: An Interview with Jesse Graves” ▪ Nonfiction interview ▪ *In Process*
- “A Run” ▪ Prose ▪ *Collage: A Journal of Creative Expression* ▪ Recipient of the Creative Expression Award
- “Canopies” ▪ Poem ▪ *Collage: A Journal of Creative Expression*
- “Movement Through a Lyrical Lens: A Collection of Prose Poems and Photography” ▪ Honors thesis ▪ MTSU Honors College

Education

The University of Tennessee at Knoxville
Ongoing ▪ Masters of the arts in English literature
▪ Magna Cum Laude

Middle Tennessee State University
December 2022 ▪ Bachelor of the Arts in English literature and French
▪ Magna Cum Laude

Collierville High School
May 2020 ▪ High School Diploma
▪ Cum Laude

Awards

June Hall McCash Founders Award
French Student Excellence Award
Homer Pittard Creative Writing Scholarship
Creative Expression Award
Burger King Scholars Scholarship
Global Seal of Biliteracy (French)

Skills

CPR/ AED certified
French fluency
Adobe Suite proficiency
Microsoft Suite proficiency