

Lucile Lunde

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PROFESSIONAL EXPERIENCE

- 2017-present **French and German Instructor**
University of Northern Colorado, Greeley, CO
Teaching first/second-year French and first-year German courses (hybrid/online)
- 2017-present **French Online Instructor**
Colorado Community Colleges Online, Denver, CO
Teaching first-year French online courses
Developed first semester French online course
- 2018-present **French Instructor**
Aims Community College, Greeley, CO
Teaching first-year French hybrid and online courses
Developed first and second semester French online courses
- 2018-present **ACTFL AAPPL Rater**
LTI (Language Testing International), White Plains, NY
Rating oral and written French and German Language Proficiency Tests online
- 2019-present **Course Reviewer and Subject Matter Expert**
Quality Matters, Annapolis, MD
Subject Matter Expert for French and German online courses reviews (Higher Ed and K-12), and external reviewer for online courses in other academic subjects
- 2018 **Course Developer**
Colorado State University Online, Fort Collins, CO
Developed accelerated first-year French course
- 2015-2017 **Graduate Teaching Assistant**
Colorado State University, Fort Collins, CO
Taught first-year French in face-to-face and hybrid courses.
- 2012-present **Owner/French (and formerly German) Instructor**
School of French, Fort Collins, CO (formerly The Little Language Shop)
Private lessons & classes for adults and children in French (and formerly German)
- 2011-2015 **Owner/Feng Shui Consultant/Professional Organizer**
Feng Shui Inside Out, Fort Collins, CO
Completed Feng Shui and professional organizing consultations.
- 2012-2013 **French Teacher**
Discovery Montessori, Fort Collins, CO
Designed activities and provided French instruction for preschool to 3rd grade students.
- 2004-2012 **Owner/Translator (English/French/German)**
Alpha Bay Translations, Quadra Island, BC, Canada
Translated document and websites from English to French and German
- 2003-2004 **Sales Assistant**
GXS, Cologne, Germany
Translated newsletters, presentations, product sheets and contractual documents (English to French and German). Provided administrative support to

the European Sales Teams. Provided support to the European Marketing Team for document localizations.

- 2003 **Project Manager Assistant**
Krall & Partner, Düsseldorf, Germany
Created advertising materials for clients. Coordinated projects.
- 2002 **Freelance Translator and Interpreter**
Private clients, Cologne, Germany
Provided translating and interpreting services (English-German; German-French)
- 1995-2001 **Sales Assistant**
Sony International (Europe) GmbH, Cologne and Munich, Germany
Coordinated product allocations and shipments. Provided sales support to clients and sales teams. Designed and organized of promotional activities, events, and sales incentives. Managed POS and promotional materials. Developed marketing plans for the European region. Supervised the marketing budget. Developed presentations, product information sheets, and press reports.
- 1994-1995 **Customer Service Administrator**
Sony Deutschland GmbH, Cologne, Germany
Processed customer orders and complaints. Provided customer support.
- 1993-1994 **Customer Service Assistant**
IfB Institute for Cultural Tours, Constance, Germany
Provided support to travel agencies, tour operators, and private customers. Processed bookings. Translated brochures and contracts from German into French. Negotiated contracts with hotels, museums, and theaters.

EDUCATION

- 2014-2017 **M.A. in French & German Languages, Literatures, and Cultures**
Colorado State University, Fort Collins
- 1987-1991 **B.A. in Applied Foreign Languages (ESL, German, Italian)**
Université de Savoie, France
- 1987-1991 **M.A. in Tourism and Travel Management**
Université de Savoie, France

COMMUNITY VOLUNTEERISM & SERVICE

- 2019-2020 Online Excellence Committee, Aims Community College, Fort Collins
- 2015-2017 Member, Le Cercle Français, Department of Languages, Literatures & Cultures, Colorado State University, Fort Collins
- 2015 Member, German Search Committee, Department of Languages, Literatures & Cultures, Colorado State University, Fort Collins
- 2014-2015 Classroom volunteer, Liberty Common School, Fort Collins
- 2012-2014 Media Manager, U COUNT Campaign, Fort Collins
- 2012-2014 Community Counselor, EurAupair Intercultural Child Care Programs, Fort Collins
- 2012-2013 Marketing Director on the Board, classroom volunteer, Fort Collins Preschool

PROFESSIONAL DEVELOPMENT

- 2020 Meaningful Portfolio Implementation, CARLAtch Summer Institute
- 2020 The Teaching Professor Conference (online)
- 2019 Creating YouTube Videos for Teaching and Learning, Online Learning Consortium

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| 2019 | The Teaching Professor Conference, New Orleans |
| 2018 | Quality Matters PRC (Peer Reviewer Course) |
| 2018 | Quality Matters APPQMR (Applying the Quality Matters Rubric) |
| 2018 | Quality Matters IYOC (Improving Your Online Course) |
| 2018 | Teaching and Learning Online (Aims Community College) |
| 2018 | Subject Matter Expert (SME) Orientation, offered by CCCOnline |
| 2017 | Managing Online Discussions (CCCOline) |
| 2017 | Transitioning to Online Teaching, CARLAtch Summer Institute |
| 2017 | Business French Seminar, Truman State University, Kirksville, MO |
| 2017 | CCFLT Conference, Loveland, CO |
| 2017 | PBL (Project-Based Language Learning), offered by the University of Hawaii |
| 2017 | Français Professionnel (French for Professional Purposes), offered by the French Chamber of Commerce |
| 2016 | CCFLT Conference, Loveland, CO |
| 2016 | ACTFL Modified Oral Proficiency Interview (MOPI) Assessment Workshop, Fort Collins |

AWARDS

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| 2017 | Ronald W. Walker Award for Excellence in Scholarship and Research |
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MEMBERSHIPS

AATF (American Association of Teachers of French)

LANGUAGES

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| French | Native speaker |
| German | Native speaker |
| English | Near-native proficiency (TOEFL 95%, 114 out of 120) |
| Italian | Basic knowledge |
| Spanish | Basic knowledge |