

Jaime Ellen-Linehan Smith

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EDUCATION

Post-Master's Certificate - Transfer Leadership and Practice – University of North Georgia

M.S. Ed., Online Teaching and Learning – California State University, East Bay

M.A. TESOL – San Jose State University

B.A. Linguistics – University of California, Berkeley

PROFESSIONAL CERTIFICATIONS

Certificate in College Counseling, University of California, San Diego Extension

Certified Educational Planner, American Institute of Certified Educational Planners

Certificate in Online Teaching and Learning, California State University, Hayward

Certificate in Online Teaching, TESOL Professional Development

California Designated Subjects Adult Education Teaching Credential (lapsed)

Suicide Prevention Gatekeeper Certificate, QPR (Question, Persuade, Refer) Institute

Moodle 4.0 for Educators, Moodle Academy

TEACHING EXPERIENCE

Online English Instructor, OnlineG3.com (2009-present)

- Historical Fiction (Middle School)
- 7th and 8th Grade Lightning Literature (Middle School)
- Dystopian Literature (High School)
- Modern Literature of Multicultural America (High School)
- Shakespeare's Plays and Sonnets (High School)
- Introduction to British Literature (High School)
- 19th Century American Literature (High School)
- Grammar and Vocabulary (Middle School)
- Essay and Narrative Writing (High School)

Instructor, International Gateways Program, San Jose State University (1999-2011)

- Teaching English in English (International Teacher Preparation Program)
- Language and Society in America
- Critical Reasoning: GMAT Preparation for Non-Native Speakers

- Grammar Games
- Oral Communication, Beginner through Advanced
- Written Communication, Beginner through Advanced

Lecturer, Teaching Credential Program, California State University – East Bay (2005-2006)

- Teaching English Language Learners
- Technology in the Classroom

Instructor, TESOL Online Professional Development (2005)

- Using Moodle with Diverse Populations

Instructor, The Art Institute Online (2002)

- Undergraduate Reading and Writing

Instructor, San Mateo Adult School (2001)

- Online Pronunciation for English Language Learners

English Teacher, The Harker School (1997-1999)

- 5th Grade Language Arts
- 6th Grade Language Arts
- Middle School English as a Second Language

OTHER WORK EXPERIENCE

CEO and Instructional Designer, OnlineG3.com (2009-present)

- Founded OnlineG3.com, an online learning program for gifted and twice-exceptional students who are pursuing alternative educational options via distance education.
- Led a team of instructors and administrators through a successful WASC accreditation application and renewals.
- Collaborated with Arizona State University to bring online dual-enrollment options to students.
- Developed innovative online middle and high school level Language Arts classes in Moodle course management system using principles of Universal Design for Learning.
- Designed interactive HTML5 learning objects with H5P for use in learning management systems.
- Created microlearning courses with 7taps to provide parent education for at-home learning support.
- Analyzed student learning data, survey responses, and access rates to assess program performance.

Certified Educational Planner, Independent (2014-present)

- Advise students of all ages and backgrounds on educational options after high school.
- Communicate with homeschooling parents about options for guiding children to college.
- Support students through college application process, including extensive essay review.
- Established new IECA Affinity Group for consultants advising transfer students.

***Charter School Consultant, K12.com/California Virtual Academy* (2004)**

- Coordinated with administrators, parents, and other stakeholders to establish two new charter schools in the San Francisco Bay Area.
- Collaborated on statewide marketing plans to increase initial enrollment.

***Program Coordinator, International Gateways Program, San Jose State University* (2001-2011)**

- Read and scored standardized writing assessments according to an established holistic rubric to decide course placement for incoming students.
- Coordinated and led 3-week cultural and academic experience for Taiwanese university exchange program.
- Developed curriculum for new Teaching English in English program for international instructors.
- Participated on hiring committees for instructional technology positions.
- Collaborated with accreditation team members to write documentation for CEA (Commission on English Language Program Accreditation) review process.

PUBLICATIONS AND MEDIA

Smith, J. (2024). Special Populations: Transfer students. In C.W. Tremblay & B.H. Gilfillan (Eds.), *College admission counseling: A textbook for graduate students and practicing counselors* (6th ed.) The National Association for College Admission Counseling (NACAC).

Smith, J. (2024), as cited in Sang, J. (2024, March 25) What to do if your student is undecided on a major. *The Portara*. <https://theportara.com/what-to-do-if-your-student-is-undecided-on-a-major/>

Smith, J. (2024, February 16). Three Things Parents Should NOT Say to College-Bound Teens. *Grown and Flown*. <https://grownandflown.com/3-things-parents-should-not-say-college-bound-teens/>

Smith, J. (2024), as cited in Paterson, J. (2024). A Second Chance. *NACAC Journal of College Admission*, Winter 2024, 26-31. <https://www.nacacnet.org/resources/newsroom/journal-of-college-admission/journal-of-college-admission-winter-2024-edition/>

Smith, J. (2023), as cited in Hollow, M. C. (2023, July 5). Universities improve support for neurodivergent students. *INSIGHT Into Diversity* 101(4/5), 28-30. <https://www.insightintodiversity.com/universities-improve-support-for-neurodivergent-students/>

Smith, J. (2023, October 26). Transfer and Homeschool Admissions (S. Akbar, Interviewer). Retrieved October 26, 2023, from <https://signededucation.com/resources/podcast-jaime-smith-transfer-homeschool-admissions/>

Smith, J. (2023, September 14). The Homeschooler's Digest: Tracking Educational Developments in California and Beyond (M. Johnston, Interviewer). Retrieved September 14, 2023, from <https://podcast.ausha.co/ep-1-ways-to-help-your-child-develop-interpersonal-skills-part->

[1/the-homeschooler-s-digest-tracking-educational-developments-in-california-and-beyond-with-jaime-smith](#)

- Smith, J. (2023, June 26). Why you should consider getting a Bachelor's degree online and how to evaluate potential programs (T. York, Interviewer). Retrieved July 3, 2023, from <https://shiftcollegeadmissions.podbean.com/e/why-you-should-consider-getting-a-bachelor-s-degree-online-and-how-to-evaluate-potential-programs/>
- Smith, J. (2023, February 10). Transfer admissions deep dive (T. York, Interviewer). Retrieved February 24, 2023, from <https://shiftcollegeadmissions.podbean.com/e/how-to-get-merit-aid-scholarships-when-you-aren-t-eligible-for-need-based-aid/>
- Smith, J. (2023, April 12). How to get merit aid scholarships when you aren't eligible for need-based aid (T. York, Interviewer). Retrieved May 24, 2023, from <https://shiftcollegeadmissions.podbean.com/e/transfer-admissions-deep-dive-how-to-transfer-when-you-don-t-like-your-school-or-want-to-transfer-to-a-four-year-university/>
- Smith, J., & Vivio, P. (2022, January 22). Tips for IECs Guiding College Transfer Applicants. *Independent Educational Consultants Association (IECA) Blog*. <https://www.iecaonline.com/tips-for-iecs-guiding-college-transfer-applicants/>
- Smith, J. (2007). ELs Can Have Fun Learning to Spell. *CATESOL News*, 39(2), 20.
- Smith, J. (2000). *Making Cultural Connections*. Teaching Currents. <https://www.homeworkhelp.com/>

CONFERENCE PRESENTATIONS

- Smith, J. (2024, June 23). *Homeschooling to college with acceleration*. Davidson Institute for Talent Development Summit, Reno, NV.
- Smith, J. (2024, June 22). *Dual enrollment vs. AP for advanced learning*. Davidson Institute for Talent Development Summit, Reno, NV.
- Smith, J. (2024, January 18). *Finding the Best Fit - High School and Beyond*. Minnesota Council for the Gifted and Talented, Online.
- Smith, J. (2023, September 21). *Debunking the Myth of the Ideal College Applicant*. Davidson Institute for Talent Development Parent Expert Series, Online.
- Smith, J. (2023, June 2). *Homeschooling to College: Helping Your Child Pursue Their Dreams!* Gifted Home Education Conference, Online.
- Smith, J. (2022, October 22). *Validating Homeschool Learning for College Applications*. Gifted Homeschoolers Forum (GHF) Conversations: Homeschool to Higher Ed and Beyond, Online.
- Smith, J. (2022, July 24). *Scaffolding for Success with Dual Enrollment*. Supporting the Emotional Needs of the Gifted (SENG) Annual Conference, Online.

- Smith, J. (2021, July 15). *Operation College Admissions (Panel Presentation)*. Davidson Institute for Talent Development Virtual Summit, Online.
- Smith, J. (2019, June 23). *Community College: Stepping Stones to Success*. Davidson Institute for Talent Development Summit, Reno, NV.
- Smith, J. (2016). *All Learning Counts*. InnovationEducation, Mountain View, CA.
<https://youtu.be/Acn98mT5NyA>
- Smith, J. (2014). *Online Learning for Essentials or Enrichment*. ScholarSearch Educational Forum, San Jose, CA.
- O'Neill, K., & Smith, J. (2009) *Social Networking 101: Basic Online Communication in a Post-Email World*. California Teachers of English to Speakers of Other Languages (CATESOL), Pasadena, CA.
- Smith, J. (2004). *Electronic Village: Moodle for ESL*. Teachers of English to Speakers of Other Languages (TESOL), Long Beach, CA.
- Smith, J. (2004) *20 Minute Tech Tips*. California Teachers of English to Speakers of Other Languages (CATESOL), Santa Clara, CA.
- Smith, J. (2003) *Authentic Reading and Writing on the Web*. California Teachers of English to Speakers of Other Languages (CATESOL), Pasadena, CA.
- Smith, J. (2002) *Web Design for ESL Teachers*. California Teachers of English to Speakers of Other Languages (CATESOL), San Francisco, CA.
- Smith, J. (2002) *Teaching Pronunciation Online*. California Teachers of English to Speakers of Other Languages (CATESOL), San Francisco, CA.
- Smith, J. (2000) *Email Discussion Groups for English Language Learning*. California Teachers of English to Speakers of Other Languages (CATESOL), Sacramento, CA.
- Smith, J. (2001) *Language Learning Strategies*. English Language Teachers (ELT), Online.

SERVICE CONTRIBUTIONS

Founder and Coordinator, Transfer Affinity Group, Independent Educational Consultants Association (2021-present)

Zoom Host/Moderator, The National Institute for the Study of Transfer Students (NISTS) Virtual Conference (2023)

College Counselor/Coach, Matchlighters Scholars Program (2022-2023)

Gold Partner, The G-Word Film Global Partnership Network (2020-present)

Gold Supporting Member, GHF President's Club, Gifted Homeschoolers Forum (2018-present)

A/V Coordinator, Conference Planning Committee, California Association of Teachers of English to Speakers of Other Languages (CATESOL) State Conference (2010)

Web Designer/IEP Level Rap Session Leader, Northern California Regional CATESOL Conference (2008)

A/V Coordinator, Conference Planning Committee, California Association of Teachers of English to Speakers of Other Languages (CATESOL) State Conference (2004)

President, LLD Alumni Association, San Jose State University Linguistics and Language Development Department (2002-2004)

Conference Proposal Reader, Computer-Assisted Language Learning (CALL) Interest Section, Teachers of English to Speakers of Other Languages (TESOL) National Conference (2001-2003)

HONORS / AWARDS

SENG Honor Roll of Outstanding Educators, Supporting Emotional Needs of the Gifted (2014)

LANGUAGES

English (native)

Spanish (academic reading familiarity)

Japanese (conversational)

American Sign Language (beginner)

TECHNOLOGY SKILLS

Microsoft Office Suite

HTML

H5P

SCORM

Camtasia and Loom

Audacity and GarageBand

Photoshop and other image editor basics

MEMBERSHIPS / AFFILIATIONS

ISTE - International Society for Technology in Education

OLC - Online Learning Consortium

LDA - Learning Disabilities Association of America

SENG - Supporting the Emotional Needs of the Gifted

NACEP - National Alliance of Concurrent Enrollment Partnerships

NACAC - National Association for College Admission Counseling

WACAC - Western Association for College Admission Counseling

PNACAC - Pacific Northwest Association for College Admission Counseling

IECA - Independent Educational Consultants Association

HECA - Higher Education Consultants Association

NCAG - National College Advocacy Group

CATESOL - California Teachers of English to Speakers of Other Languages (lapsed)

TESOL - Teachers of English to Speakers of Other Languages (lapsed)