**Nada Al Naeli**

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# Professional Summary

A bilingual (Arabic and English) and outgoing activity coordinator with experience supervising children and leading groups through daily activities and routines. I am sympathetic and understanding with natural gifts in providing academic, social and emotional support to children between ages of 12 and above.

# Skills

* Activity Planning
* Enthusiastic and Outgoing
* Solid music theory background
* Fluent in “Life Coaching” and motivation skills

# Work History

Extracurricular Activities Coordinator Volunteer, 09/2014 to 06/2018

American International School Of Abu Dhabi – Abu Dhabi, United Arab Emirates

* Recruited and trained new volunteers on volunteer program goals and objectives.
* Met with staff and head of departments to ensure understanding between different volunteer opportunities in each department.
* Planned and implemented fundraising events.

Private Piano Teacher, 01/2012 to 01/2018

Self-employed – Abu Dhabi

* Maintained daily student records and evaluated student progress.
* Introduced students to appropriate hand positioning, finger transitions and pedal use.
* Taught advanced students piano techniques
* Communicated with parents regarding upcoming events and student progress.

English as a Second Language Teacher, 09/2001 to 05/2003

Al Meena International School – Riyadh, Saudi Arabia

* Developed and taught ESL curriculum to improve students' conversational abilities.
* Assigned lessons and corrected homework.
* Created monthly academic status reports based on in-depth student evaluations.
* Gave one-on-one attention to each student while maintaining overall focus on entire group.

# Education

# 1981-1996

Attestation: Musical lessons at the preparatory stage and piano playing

* Arabic Institute For Music - Damascus, Syria

2020

University of Toronto

* The Art and science of Relationships (understanding human needs)

2020

World Skills Employment Center:

* Job Search Workshop (Module 1, Module 2)

2020

Immigrant Woman Services Ottawa

* French Course (Vocabulary, Conversation, etc...)
* Computer Course (Word, Excel, PowerPoint…)

2021-2022

Canada Coaching Academy

* Life and Wellness Coach Certified from Canada Coaching Academy
* Hosting coaching sessions with clients