

Jay Dougherty

Bethesda, MD

301-501-7010

<http://jaydougherty.com>

jay@jaydougherty.com

OVERVIEW

Teacher of English, computers, journalism, and photography; Maryland certification in secondary English, expected autumn 2010

HIGHLIGHTS

- Taught English in both Germany and the United States at universities and an international high school (Berlin).
- Teaching was rated "outstanding" by an independent review board in my last position, and I was granted tenure after only one year.
- Have published widely in the fields of English and technology.
- Created and taught literary seminars in German and American universities.
- Taught Internet, computer applications, telecommunications, and various Windows-based applications in college, high school, and business settings.
- Created PoetryCircle.com, the premier online community for serious poets.
- Have published over twenty academic articles in the field of American literature and over a thousand articles on computers and the computer industry in newspapers and magazines around the world.
- Longstanding technology columnist for the German Press Agency (dpa), the world's fourth-largest international news wire.

ENGLISH TEACHING POSITIONS

English Teacher

[*John F. Kennedy International High School, Berlin, Germany*](#)

8/90 » 6/93

- Taught English and advanced English to Germans and native English speakers in grades 8, 10, 11, 12, and 13.
- Teaching performance was rated "outstanding" by an independent review committee.
- Tenure granted after serving one year at the school.

Lecturer, Department of English

[*Westfälische Wilhelms-Universität Münster, Münster, Germany*](#)

4/89 » 7/90

- Designed and taught courses in advanced American language and literature, culture, and German-English translation.

Instructor, Department of English

[*Technische Universität Berlin, Berlin, Germany*](#)

4/88 » 3/89

- Designed and led courses in American literature and culture during the tenure of a Fulbright fellowship in Berlin.

Business English and Computer Instructor

Central Texas College, Berlin, Germany

1/88 » 3/89

- Taught day and evening courses to adults in Business English, Word Processing, and DOS.

English Instructor

[University of Connecticut](#), Storrs, CT

8/85 » 8/87

- Taught composition and literature during the course of my doctoral studies.

English Instructor

[University of Maryland](#), College Park, MD

8/82 » 8/84

- Taught composition, literature, and creative writing while working toward my M.A.

TECHNOLOGY, MANAGEMENT, AND CONSULTING

Chief Technology Columnist

[German Press Agency \(dpa\)](#), Washington, D.C.

8/94 » Present

- Write weekly technology features for dpa's English service.
- Initiated dpa's computer technology reporting service, which now ranks as one of the most popular features of this international news wire's English-language offering. My articles regularly appear in many newspapers around the world (google "by Jay Dougherty, dpa" or "por Jay Dougherty"). Articles are regularly translated into Spanish and other languages.
- Initiated the "computer helper" series of question-and-answer articles, which have become a weekly staple in dozens of newspapers around the world.
- Oversee translation of technology articles from German to English.
- The German Press Agency dpa is the world's fourth-largest international news wire service.

Senior Instructional Designer

[Fannie Mae](#), Washington, D.C.

3/08 » Present

- Design and develop a range of online training materials (performance support) and classroom materials for some of Fannie Mae's major desktop applications for lenders.

- Received "hot performer" award after seven months at the company.
- Act as an advisor to the department on technology matters, including structured documentation and Internet technologies.
- Tools used: Adobe Captivate, Adobe Audition, Articulate, Word, PowerPoint, among others.

Documentation Manager

[Software AG](#), Reston, VA

2/01 » 2/08

- Managed a team of four to seven senior technical writers for the U.S. research and development wing of Software AG, Inc.
- Responsible for staffing, evaluation of employees, scheduling, and other managerial tasks.
- Trained employees in use of XML, documentation procedures, and software.

Documentation Team Leader

[UUNET](#), Ashburn, VA

5/99 » 2/01

- Managed a team of six to nine senior technical writers, editors, and training specialists for large-scale documentation, HTML, online help, and training projects.
- Trained employees in use of HTML, documentation procedures, and software.
- Worked with management on staffing needs.

Lead Writer / Program Support Manager

[Convergys Corporation](#), Reston, VA

7/97 » 4/99

- Formerly Cincinnati Bell Information Systems (CBIS).
- Designed curricula and courseware for proprietary and off-the-shelf software.
- Developed and wrote training materials for end users and developers.
- Promoted to program support manager position; responsibilities included assisting clients in understanding and working with custom database software.

Technical Trainer and Editorial Consultant

Tamaroff Associates (now Productivity Point), Washington, D.C.

3/97 » 7/97

- Taught classes in Word, Windows, and Web authoring.
- Training ability rated as "very good" and "polished."

Senior Editor and Technology Consultant

Alpha-Omega Services, Inc., Arlington, VA

6/93 » 8/97

- Managed editorial and desktop publishing teams during production of large-scale documents for the World Bank, Alpha-Omega's largest client.

- Consulted with clients to determine their needs and priorities in both document production and technology.
- Coordinated work between writers and editors.
- Oversaw the company's computer-related purchasing decisions.
- Created and implemented company Web sites.
- Managed and coordinated freelance editors.
- Documentation edited and desktop published included software manuals, country studies, annual reports, technical documents, procurement guidelines, and multi-volume books.
- Established a successful marketing campaign, which included creating and maintaining marketing materials such as promotional brochures and newsletters.

ONLINE INITIATIVES

- Created [PhotoCamel](#) (2005), now one of the Internet's most popular sites for professional and enthusiast photographers.
- Created [PoetryCircle](#) (2005), currently the Internet's premier online community for experienced poets.
- Created [TechTodayOnline](#) (2005), which is largely unmaintained.

EDUCATION

A.B.D., English 1987

University of Connecticut

Storrs, CT

Completed all coursework and 16-hour comprehensive written and oral examinations toward Ph.D degree.

G.P.A.: 3.9.

M.A., English, Pedagogy 1984

University of Maryland

College Park, MD

Special concentrations in teaching, writing, editing, publishing.

G.P.A.: 3.9.

B.A., English, Journalism 1982

University of Maryland

College Park, MD

Undergraduate major subject G.P.A.: 4.0; overall G.P.A.: 3.8.

CONTINUING EDUCATION

- Educational Assessment, 2004
- Program Management, 2007
- Teaching Methods, 2008
- Securitization, 2008
- Mortgage Banking, 2008
- Adolescent Psychology, 2009
- Innovations in e-Learning, 2009

- Investor Reporting, 2009
- Adobe Flash CS4, 2009

ACADEMIC AWARDS

- Fulbright Fellowship to Germany, 1987
- Phi Beta Kappa, 1982
- Phi Kappa Phi (National Honor Society), 1982
- Various other awards: graduated *cum laude* (B.A), with honors in English, 1982; Writer's Fellowship Monetary Award, University of Connecticut, 1986; teaching assistantship awards, Universities of Maryland and Connecticut, 1982-87; multiple Dean's List appearances.

PUBLICATIONS

[Click here for samples](#). Summary: Academic articles, over a thousand newspaper articles (mostly on technology), book reviews, interviews, creative writing.

LANGUAGES

English (expert), German (fluent), French (rudimentary).

REFERENCES

Available upon request.

KEYWORDS

English teacher, computer instructor, technology teacher, journalism teacher, German teacher, photography teacher, baseball coach, assistant administrator, manager, team leader, Germany, Kennedy Schule, Englisch, Lektor, Lecturer