

Jennifer R. Souza

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SUMMARY OF QUALIFICATIONS

- 17 years of experience in education and teaching (adults & youth) in over 30 different courses (listed below)
- 17 years experience teaching English, Rhetoric, Logic, Writing, Literature, Humanities, Nature Study, and Art
- CiRCE Certified Master Classical Teacher
- 14 years of experience in instructional design, curriculum development, project management, people management, and teacher training
- 15 years experience in writing and editing
- 30 years experience in visual and performing arts as an artist
- 17 years experience in visual and performing arts as educator and program coordinator

RESEARCH INTERESTS & EXPERTISE

- Classical Pedagogy (Youth & Adults)
- Instructional Design and Curriculum Development
- Talent Development & Teacher Training
- The Classical Liberal Arts
- Rhetoric & Oratory, Reading & Writing Skills Development
- Literature, Letters, and Fine Art Studies
- Education and Pedagogy through the lives and writings of the Saints, Patristic Fathers, and Iconography.

EDUCATION & CERTIFICATIONS

Hellenic College Holy Cross, Boston, MA — *Masters of Theological Studies, Concentration: Patristics and Pedagogy*

Emphasis: Church history, dogmatics, ethics, Scripture, patristics, and canon law with a particular focus on pedagogy in the church and Patristic Fathers. *Degree in progress.*

Belmont Abbey College, Belmont, NC — *Bachelor of Arts, Interdisciplinary Studies, Concentration in English*

Emphasis: Benedictine Intellectual Tradition, Writing, Literature, Rhetoric, Theology, and Humanities. Coursework emphasized the use of classic texts and great books.

CiRCE Institute Apprenticeship, Concord, NC — *Certified Master Classical Teacher*

Three-year apprenticeship in the art and practice of classical teaching. Emphasis: Classical rhetoric, Socratic and mimetic teaching methods,

SKILLS

- LMS: Learning Management Systems (Canvas, Moodle, Schoology, Blackboard, Teachable, Kajabi, Sensei)
- Microsoft 365 Suite
- Google Suite
- Canva
- Website Development (WordPress)
- Articulate 360
- Audacity

PROFESSIONAL MEMBERSHIPS

Society for Classical Learning

Sigma Tau Delta,
International English Honors
Society

Koinonia Fellowship, Diverse
Classical Education

educational theory and philosophy, and close readings of Shakespeare, Homer, Virgil, and Plato.

Center for Civic Reflection, Salisbury, MD — *Certified Civic Reflection Facilitator*

Emphasis: Training in a civic conversation model using a humanities text or artifact to help groups think and talk more deeply about shared and differing values and commitments.

Southern Evangelical Bible College, Charlotte, NC — *Biblical Studies, General Coursework*

Emphasis: Courses included Jeremiah, Romans, Daniel, Communications, Intro to Scripture, Intro to Theology, Biblical Languages

Central Piedmont Community College, Charlotte, NC — *General Education Studies*

Emphasis: General coursework to prepare for transfer to a four-year university or college.

PROFESSIONAL EXPERIENCE

Specific courses taught are listed on pages six and seven

**Classical Learning Resource Center, Remote/Troy, Michigan —
*Curriculum Developer, High School Teacher***

May 2025 - current

- **Subjects Taught:** Classical Rhetoric, American History
- **Curriculum Development Projects:** Orthodox Health Course for Parents, HS American History
- Teach the content of american history and classical rhetoric
- Coach the skills of: historical inquiry, reading historical texts and primary documents, and writing and rhetoric
- Develop course of study, syllabus, and lesson plans
- Use technology to support learning
- Collaborate with faculty, administration, parents, and students to develop and sustain productive and healthy learning environments
- Develop and use a variety of assessment methods for student feedback
- Develop, design, facilitate/oversee, and evaluate online year long courses for adult learners
- Develop, design, deliver, and evaluate a variety of digital and print resources in tandem with curriculum for adult learners, including digital courses, articles, worksheets, workbooks, e-books, learning pathway guide, graphics, workshops, discussion guides, curriculum guides, and syllabi
- Research, learn, apply, and maintain documentation of used and new industry information, developments, skills, and processes
- Research, evaluate, and recommend technology and operatives to support reaching learning objectives

**St. Pius X St. Matthias High School, Los Angeles, CA —
*High School Teacher***

February 2025 - June 2025

- **Subjects Taught:** Mural Design (synthesis of rhetoric, history, and studio art) & Chemistry
- Teach the content of historical, contemporary, and religious mural studies and the process, techniques, and practices of mural design and painting..
- Coach the skills of: art analysis and interpretation and mural design and painting.
- Develop course of study, syllabus, and lesson plans
- Use technology to support learning
- Collaborate with faculty, administration, parents, and students to develop and sustain productive and healthy learning environments
- Develop and use a variety of assessment methods for student feedback
- Facilitate and guide the painting of a large scale community mural at the high school.

Paideia Academics, Charlotte, NC —

Learning & Development Specialist, Instructional Designer, Curriculum Developer June 2017 - June 2024

- Identify training needs of adult and k-12 student learners through a variety of instructional and assessment methodologies (industry standard (Addie, Gagne's, Bloom's Taxonomy), classical, and alternative)
- Collaborate with company leadership, school and learning community leadership, and area experts to assess learning needs and develop learning outcomes
- Develop custom learning experiences plan and outline for teachers and individual learning communities through a variety of instructional methodologies (industry standard, classical, and alternative)
- Develop, design, deliver, and evaluate a variety of one off and at your own pace learning experiences for adult and k-12 learners, including digital courses, articles, printed and digital worksheets, workbooks, and e-books, learning pathway guide, digital courses, graphics, workshops, book club guides, curriculum guides, and syllabi
- Author and update SCORM files and select LMS platforms with learning experience content
- Develop, design, facilitate, and evaluate live and in person learning experiences for adult learners, including one-on-one and small group coaching, webinars, workshops, training retreats, back to school training, and book study groups
- Develop, design, facilitate/oversee, and evaluate live in person and online year long courses for adult learners and K-12 student learners.
- Develop, design, and train teachers in the use of self assessment for ongoing professional development and performance evaluation
- Research, learn, apply, and maintain documentation of used and new industry information, developments, skills, and processes
- Research, evaluate, and recommend technology that facilitates meeting learning objectives

Paideia Academics, Charlotte, NC —

Founder/Owner, Director of Learning & Development

June 2017 - June 2024

- Director of Learning & Development
- PK-12 Academy Director
- **Management:** Receive and manage ongoing parent and teacher reviews, feedback, and conflict resolution, Conduct staff meetings, Oversee the implementation of course of study, schedules, and teaching responsibilities, Provide day-to-day leadership for Online Academy, Create school schedule
- **Human Resources, Onboarding, Evaluation, & Analysis:** Hire and oversee contract teachers and leadership team, Set up and train teachers in utilizing online LMS, Lead teachers in setting professional goals, Conduct evaluations and connect teachers with professional development and training offered through the learning and development department
- **Strategic Planning:** Develop company vision, values, products, services, and pricing structure, annual review and SWOT Analysis of company, initiatives, and operations
- Cultivate a company culture aligned with company values
- **Operations:** Develop and manage operations systems for project management, product creation, marketing, sales, cash flow and accounting, hiring, onboarding, training, Academy operation, and evaluation, Manage school-wide communications and enrollment administration
- **Stakeholder Collaboration:** Network and establish mutually beneficial relationships with professionals and organizations
- **Marketing:** Develop marketing strategies and funnels, manage social media, email marketing, and in person and print marketing, obtain speaking and vendor opportunities at conferences and other professional gatherings, attend conferences and professional gatherings to represent the company, network, gather leads, and sell appropriate services and products, Conduct parent open houses, tours, and discovery calls for Academy
- **Sales:** Write Proposals for potential clients, set up invoicing and terms for payment, Maintain client

relationships, renew consulting contracts

Paideia Fellowship Academy, Charlotte, NC & Online —
Elementary, Middle, & High School Teacher

August 2015 - June 2024

- **Subjects Taught:** Humanities (literature, history, philosophy) English (grammar, reading, writing, rhetoric), Logic, Theater and Oratory, Nature study, Art
- Teach using the classical modes of teaching: Socratic and Mimetic
- Coach the skills of close reading in: literature, history, philosophy, essays, and poetry
- Coach the skills of writing: narrative, essays, poetry, and research writing
- Develop courses of study, syllabi, and lesson plans
- Identify learning objectives and skill-based milestones
- Create and deliver didactic and immersive learning experiences
- Create rubrics and other assessment methods to assess student work per learning objectives
- Facilitate class discussions
- Cultivate a nourishing and inclusive classroom atmosphere
- Provided meaningful student assessments, feedback, and end-of-term reports
- Communicate in clear and helpful ways with students, parents, and school leadership

Belmont Abbey College, Belmont, NC —
Undergraduate Research Assistant ~ Internship

August 2023 - May 2024

- Research Assistant in the English Department of Belmont Abbey College
- Researched digital humanities in the learning environment
- Assisted in research for academic journal articles related to pedagogy and digital humanities.
- Presented at an academic conference with my professor on how to use hashtags as a tool for active reading.
- Assisted at the Belmont Abbey College student research conference.

Appalachian State University, Boone, NC —
Tourism Strategist/Project Specialist ~ Contract

September 2023 - February 2024

- Support UPLIFT and the Rural Community Capacity Program (RC2) team leaders to develop and run programming for the counties we serve
- Project Management
- Administrative Support
- Researcher

University City Partners Charlotte, NC —
Executive Producer for Spoken City Podcast

October 2022 - May 2023

- Developed and launched Spoken City Podcast to hand over to a long-term team
- Managed and developed vision, branding, marketing strategy, production schedule, and team for Spoken City Podcast, a division of University City Partners
- Collaborated with leadership and other team members to coordinate, implement, and evaluate programming, track action items, and compose correspondence and reports

The Charlotte Center for the Humanities, Charlotte, NC —
Communications Lead

May 2021 - April 2022

- Developed overall and event-specific marketing strategy oriented towards target markets, organizational goals, and donor and stakeholder interests
- Networked and established mutually beneficial relationships with other humanities-related organizations
- Managed social media and email marketing
- Collaborated with leadership and other team members to develop, plan, market, and manage events
- Reflected and reviewed with the team to identify opportunities for growth and influence

Classical Academic Press, Remote —
Scholé Groups Manager

January 2018 - February 2021

- Managed 92 classical learning communities
- 17% growth in learning communities in 2020
- Created and managed systems to accomplish tasks and strategic objectives
- Trained and onboarded new directors
- Evaluated community compliance with Scholé Group's expectations and standards
- Planned and facilitated monthly training webinars
- Identified training needs for community directors
- Recruited and coached leaders for in-person events
- Networked with and established mutually beneficial collaborations between Scholé Groups and related businesses
- Created digital and printed learning materials
- Curated, created, and designed a monthly newsletter
- Researched and wrote blog articles
- Managed and promoted email list using social media and Campaign Monitor
- Planned, created, and managed weekly social media content

St. Raphael School, Online —
High School Humanities Teacher

September 2018 - May 2020

- **Subjects Taught:** writing & rhetoric, literature, history
- Taught using the classical modes of teaching: Socratic and Mimetic teaching
- Coached the skills of close reading in literature, history, philosophy, and poetry
- Coached the skills of writing: letter writing, essays, journaling
- Subject Themes: Greek Classics, Roman Classics
- Developed syllabi and lesson plans
- Identified learning objectives and skill-based milestones
- Created and delivered didactic and immersive learning experiences
- Created rubrics and other assessment methods to assess student work in accordance with learning objectives
- Facilitate class discussions
- Cultivated a safe classroom atmosphere conducive to learning
- Provided meaningful student assessments, feedback, and end-of-term reports
- Communicated with parents and school leadership
- Received professional feedback and coaching from school leadership

CiRCE Academy, Remote —
High School Rhetoric & Literature Teacher

August 2014 - May 2016

- **Subjects Taught:** Writing & rhetoric and literature
- Taught using the classical modes of teaching: Socratic and Mimetic teaching
- Coached the skills of writing and classical rhetoric
- Subject Themes: Ancient Epics
- Developed syllabi and lesson plans
- Created and delivered didactic and immersive learning experiences
- Lectured on important textual themes and observations
- Facilitated class discussions
- Cultivated a classroom environment conducive to learning
- Provided meaningful student assessments and feedback
- Communicated in clear and helpful ways with parents and students

Freelance, Charlotte, NC —
Fine Arts Teacher & Writing Tutor

August 2012 - June 2015

- Assessed student needs and learning gaps in drawing, design, and writing
- Tutored/taught students skills, knowledge, and concepts related to fine arts and writing
- Assessed student progress and communicate progress with students and parents

Classical Conversations, Davidson, NC —
High School Tutor

August 2012 - May 2013

- Guided students and held them accountable through a prescribed course of study
- Facilitated class discussions
- Assessed projects and writing and offered helpful feedback

Classical Conversations, Davidson, NC —
Elementary School Tutor

August 2010 - May 2012

- Guided students and held them accountable during weekly class meetings
- Facilitated class discussions, immersive arts, and science projects
- Guided students in understanding and memorizing concepts and facts in history, Bible, math, science, geography, and Latin

PUBLICATIONS, INTERVIEWS, BLOG ARTICLES

- **The Lost Tools of Writing Level 1, 5th Edition** — Contributing Author, High School Rhetoric Curriculum
- **Podcast Appearances:** Over a dozen guest appearances on podcasts related to classical education, teaching, and school leadership.
Three examples:
 - The Joy of Reading in Community with Janice Campbell and Jennifer Dow, The Homeschool Solutions Show ([Listen Online](#))
 - History of Classical Education with Jennifer Dow; Truth, Goodness, Beauty Classical Homeschool Podcast ([Listen Online](#))
 - Understanding Non-traditional Learning Communities with Jennifer Dow, The Commons with Brian Phillips, A CiRCE Network Podcast ([Listen Online](#))
- **Blog Articles:** Dozens of articles published across the web on teaching, education, and school leadership.
Three examples:
 - On Becoming A Classical Teacher, Australian Classical Education Society Blog ([Read Online](#))
 - You Get to Read Them Too!, CiRCE Blog ([Read Online](#))
 - Commonplacing: The Introductory Lesson, Paideia Academics Blog ([Read Online](#))

ADULT COURSES, LECTURES, WORKSHOPS, COLLOQUIA

- **Teaching with the Rhythms of Nature: The Way Students Learn and How to Walk with them as a Guide**, 2022-2024, Paideia Academics
- **Logocentric Praxis: Hospitality in Rublev's Trinity Icon and the Classroom**, January 2024, CiRCE Forma Symposium
- **How to Teach Any Good Book with The Lord of the Rings as Example**, 2023, Paideia Academics
- **Oratory: Teaching the Last Two Canons of Rhetoric - Memory & Delivery**, 2023, Paideia Academics
- **Mirror, Mystery, & Manifestation: Greek, Hebraic, and Modern Conceptions of Glory and What it Means for Classical Teaching**, July 2021, CiRCE National Conference
- **A Pattern for Restful Teaching: From the Poetry of Wendell Berry**, September 2020, Get to Know Scholé Series
- **Guest Lecturer, Classical Education at Home: Foundations; Classical Education at Home: Curriculum and Pedagogy; The Practice of Scholé; Scholé Communities Leadership**, ClassicalU, June 2020
- **What is Classical Education? Dispelling Common Classical Education Myths**, January 2020, Thriving Students Series
- **Reclaiming Rhetoric as the Pursuit & Practice of Love**, August 2019, CiRCE Lecture Series

- **Friendship: A Flexible Form for Teaching & Learning; Conference Q&A Panel;** 2019 CiRCE National Conference
- **A Sacred Journey: Friendship as the Form of Learning;** 2019 CiRCE Regional Conference
- **Silencing the Sirens: Odysseus & the Sirens;** 2019 Scholé Groups Retreat, Classical Academic Press
- **How to Teach the Humanities,** 2018–2022, Paideia Academics
- **Form & Freedom: Teaching Classical Rhetoric Across the Academy,** 2019, Paideia Academics
- **How to Teach Classical Rhetoric with the Lost Tools of Writing,** 2011–2018, Paideia Academics
- **Reading Relationally; Creating Thriving Classical Communities;** 2018 St. Emmelia Conference
- **How to Teach the Humanities in Fifth–Twelfth Grades; A Paradigm for Teaching Anything;** 2018 & 2017 Paideia Fellowship Conference
- **Stages of Learning; A Fairy Tale Journey: Finding the Nightingale;** 2017 Classical Education Simplified Conference
- **How to Teach Classically;** 2016 NCHE Thrive Conference
- **How to Teach Nature Study; The History of Classical Education; A Fairy Tale Journey: Finding the Nightingale;** 2016 Homeschooling from Rest Retreat
- **The Five Elements of Classical Education;** 2015 HINTS Book Fair

K-12 COURSES TAUGHT

Rhetoric & Writing

- **The Lost Tools of Writing: An Introduction to Classical Rhetoric,** High School
CiRCE Academy, Classical Conversations, Paideia Academy
- **Introduction to Rhetoric: An Introduction to Rhetoric & Writing,** High School **(revised)**
St Raphael School, Paideia Academy
- **Rhetoric I: The Judicial Address,** High School **(revised)**
Paideia Academy
- **Rhetoric II: The Deliberative Address,** High School **(revised)**
Paideia Academy
- **Rhetoric & Poetics I (The canons of rhetoric, modes of persuasion, essays, lyrical poetry, letter writing, research papers),** High School **(created)**
Paideia Academy

Humanities, Literature, & History

- **American History (Native Migration–Cold War),** High School **(created)**
Classical Learning Resource Center
- **American History (Exploration - 1980),** High School
Classical Conversations
- **Great Ideas: A Survey of Philosophy & The Ideas that Shaped Our World,** High School
Classical Conversations
- **Shakespeare (Hamlet, Henry V, Julius Caesar, Macbeth, Much Ado About Nothing),** High School
Classical Conversations
- **Ancient Classics (Homer & Virgil)** **(created)**
CiRCE Academy
- **Introduction to the Reading the Classics (The Lord of the Rings, Beowulf, Grendel),** Middle & High School **(created)**
Paideia Academy
- **Good Books I (Norse Mythology, The Lord of the Rings, Beowulf, Sir Orfeo),** Middle School **(created)**
Paideia Academy
- **Good Books II (Celtic Fairy Tales, Chronicles of Narnia, The Faerie Queene),** Middle School **(created)**
Paideia Academy
- **Ancient Classics (Mythology, Homer, Virgil, Sophocles),** High School
Paideia Academy
- **Ancient History (Creation to the Fall of the Western Roman Empire, High School)** **(created)**
Paideia Academy
- **Ancient Classics & History (Mythology, Homer, Virgil, Sophocles, Ovid, Herodotus, Thucydides),** High School **(created)**
Paideia Academy
- **Medieval & English Literature (Fairy Tales, Beowulf, Sir Gawain, Chaucer, Spenser, Shakespeare),** High School
Paideia Academy

- Medieval European History (Byzantium-1600), High School [\(created\)](#)
Paideia Academy
- Early Modern English Literature (Austen, Shelley, Swift, Milton, and Metaphysical, Neoclassical, and Romantic Poetry), High School
Paideia Academy
- Early Modern European History (1600-1800), High School [\(created\)](#)
Paideia Academy
- Modern Classics (Tolstoy, C.S. Lewis, Dickens, Wendell Berry), High School [\(created\)](#)
Paideia Academy
- American History (Colonization - 1900) [\(created\)](#)
Paideia Academy
- Greek Classics & History (Mythology, Homer, Herodotus, Sophocles, Plutarch), High School [\(revised\)](#)
St. Raphael School
- Roman Classics & History (Mythology, Aristotle, Livy, Plutarch, Caesar, Cicero, Virgil, Aurelius, Athanasius, Augustine, Beowulf, Byzantium), High School [\(revised\)](#)
St Raphael School

Logic & Philosophy

- Informal Fallacies, Middle School
Paideia Academy
- Traditional Logic I (Introduction to the science of right thinking and the syllogism), High School [\(revised\)](#)
Paideia Academy
- Traditional Logic II (Advanced Syllogisms), High School
Classical Conversations
- Eastern Philosophy & Poetry (Confucius, Lao Tzu, Rumi), High School [\(created\)](#)
Paideia Academy
- Philosophical Thinking & Metaphysical Poetry, High School [\(created\)](#)
Paideia Academy

Fine Arts, Nature Study, & Science

- Chemistry, 10th-12th grades [\(revised\)](#)
St. Pius X St. Matthias High School
- Mural Design, 9th-12th grades [\(created\)](#)
St. Pius X St. Matthias High School
- Principles & Elements of Art (Didactic & Studio Instruction), 5th-12th grades [\(created\)](#)
Freelance Course Offered
- Nature Study (Local natural history, nature journaling, nature drawing), 3rd-12th Grades [\(created\)](#)
Paideia Academy, Freelance Course Offered
- Shakespeare & Theater (Reading, memory, oratory, stage performance), 3rd-12th Grades [\(created\)](#)
Paideia Academy
- Oratory & Theater (Reading, memorizing, and performing plays, monologues, speeches, and poetry), Middle & High School [\(created\)](#)
Paideia Academy

OTHER RELEVANT PROFESSIONAL & VOLUNTEER ACTIVITIES

- **1st & 2nd Grade Sunday School Teacher**, Teach First and Second graders Sunday School at our local Parish each Sunday.
2024-2025
- **Host of Paideia Nights Great Tradition Reading Group**, A monthly international classical education reading & discussion group
2020-2024
- **Committee Member at UCity Collaborative**, Organize local events and programming that embodies the cultural distinctiveness of the University City area in Charlotte, University City Partners
2022-2023
- **Founder and Organizer of Page & Stage Open Mic**, An open mic celebrating the intersection of traditional and spoken word poetry
2019-2022
- **Co-Host of The Classical Homeschool Podcast**, A podcast discussing classical education for the modern family
2016-2019

FINE ARTS EXPERIENCE

- 29 years of visual and performing arts experience: painting, drawing, mixed media, theater, and oratory
- 29 years of poetry writing experience

- Poet Performer, The Forum, Hosted by The Charlotte Center for the Humanities, February 2022
- Poet Performer, LEAF Festival, May 2018
- Sold dozens of paintings and commissioned artworks
- 2013 Emerging Artist Award
- 2013 Art with Heart Auction Artist
- 2012 Art with Heart Auction Artist
- 3rd Place Arts & Crafts Booth Design Winner, Southern Christmas Shows, November 2011
- Selected Artist Vendor at the 2011 Southern Christmas Show
- Featured Artist in UCity Magazine, February 2011