



DIANE SCHARF

PROFILE

A dedicated teacher with extensive company and university experience. Committed to supporting learners to achieve their full potential and find their voice in English. Keen to encourage the development and ongoing use of business communication and learning skills. Fosters the effective employment of collaboration platforms and the use of writing and presentation software. A professional editor of scientific research materials and articles.

CONTACT

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SKILLS AND INTERESTS

Group Dynamics	Presentation
Motivation	Scientific Writing
Facilitation	E-Learning
Flipped Classroom	

EXPERIENCE

Lecturer, University of Innsbruck

1992 – Present

- Teaching: business communication skills and academic writing on bachelor's (Management and Economics), master's (International Business and Economics Studies), and PhD (Management) programmes
- Materials Development: productive teamwork, facilitation, online and face-to-face presentation skills, remote communication and collaboration, e-learning, effective use of reference management and writing software, evidence-based writing
- Departmental Development: co-organiser and facilitator of our annual workshop

Freelance Editor & Proof-reader, Tyrol

1990 – Present

- Primary focus: assisting medical and management researchers in writing up scientific work and preparing articles for publication
- Language precision, concise structures, clarity, consistency, cohesion and register

Freelance Business English Trainer, Germany and Austria

1988-1994

- Programme designer: analysed needs, designed, coordinated, and taught Business English communication skills programmes
- Clients: companies, banks, healthcare institutions, and the Chamber of Commerce

English Teacher and Development Worker; Kenya

1986 – 1988

- Taught English to secondary school pupils and prepared them for the national exam
- Established and equipped a school library and trained pupils to run it efficiently
- Organised the financing of water and school books projects

Graduate Management Programme, National Westminster Bank, UK

1984 – 1985

EDUCATION

POST GRADUATE IN EDUCATION (PGCE)

University of Nottingham, UK

1985 – 1986

B.A. Hons ENGLISH AND EDUCATIONAL STUDIES

University of Lancaster, UK

1980 – 1983