

Brad Reitz

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Education

M.A. English, Texas State University, San Marcos, Texas, 1993

B.A. English, University of Texas, Austin, Texas, 1990

Teaching Experience

Miami University, Oxford, Ohio, August 2008 – present

- Currently teaching Business 102, Writing for Business Decision Making
 - 1-credit course that introduces the basic forms of business writing and emphasizes the key elements of effective business communication
 - Teaching both in the classroom and online during Summer and Winter terms
- Served as a writing consultant in the Howe Writing Initiative
 - Assisted students with course related business writing and other professional and career development related writing
- Developed and piloted online version of Business 102, Summer 2013
 - 3 week, completely online version of the course using Google Blogger, Google Drive and Docs, Google Hangout and discussion boards for all teacher-student and student-student interaction
- Taught English 109, English Composition for Second Language Writers
 - 4-credit academic writing course (equivalent of English 111 for international students) focusing on rhetorical analysis and composition
- Taught English 108, US Cultures and Composition for Second Language Writers
 - 5-credit course that fulfills global requirement; focuses on writing, reading and speaking for academic purposes
- Taught English 111 and 112, first year Composition courses
 - English 111 focuses on principles and practices of rhetoric and composition
 - English 112 focuses on writing critically and analytically about texts

The New York Times Learning Network, Summer 2008

- Freelance Writer for online ELL lesson plans and other resources for teachers, students and parents, grades 3-12

Episcopal Community Services, San Francisco, California, August 2005- July 2008

- Taught Adult Literacy, Adult Basic Education, and GED preparation to low income and homeless adults, including English language learners
- Assessed students regularly using CASAS (Comprehensive Adult Student Assessment Systems)
- Developed curriculum for Literacy and Adult Basic Education courses

- Monitored computer lab; worked with students on computer literacy

The Beekman School, New York, New York, 1999-2005

- Taught (grades 8-12) English and U.S. History
- Developed curriculum for English department
- Proctored and graded New York State Regents Exam
- Taught SAT reading and writing prep course

Long Island University, Brooklyn, New York, 1997-1998

- Taught writing workshop for English composition
- Worked in campus writing center

Austin Community College, Austin Texas, 1992-1997

- Taught three levels of remedial writing courses
- Worked in Writing Lab tutoring students in remedial writing courses, Composition, Literature, and other courses across the curriculum with a writing component
- Served as Lead Tutor in Writing Lab, managing a staff of 15 tutors

Publications

Evans, Tess, Lauri Harwood, **Brad Reitz** and Heidi A. McKee (2015). *Business Writing Matters*. Hayden-McNeil.