



# Stephanie Foxtton

## CONTACT

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## ABOUT

My career has covered a wide range of roles in the higher education sector. I have experience in curriculum development, research, and teaching. I have previously served as a Sabbatical Trustee for York St John Students' Union and as a Student Panelist for the Office for Students.

Due to the global pandemic, I returned to the Isle of Man (my hometown) where I worked in the public sector in various research and regulatory roles. I also used this time to volunteer as a Trustee for the Manx Wildlife Trust.

I recently moved to New Zealand to pursue my PhD in Applied Linguistics at Victoria University of Wellington. Since arriving, I have become a Committee Member for my cricket club as well as an Executive Member for the university's Postgraduate Student Association.

## VOLUNTEERING

### **FIFA WOMEN'S WORLD CUP**

Sustainability Volunteer | 2023

### **VUW POSTGRADUATE STUDENTS' ASSOCIATION**

Executive Member | 2022 - Present

### **VICTORIA UNIVERSITY OF WELLINGTON CRICKET CLUB**

Committee Member | 2022 - Present

### **UNIVERSITY COLLEGE ISLE OF MAN**

Course Tutor | 2021 - 2022

### **MANX WILDLIFE TRUST**

Trustee & Council Member | 2021 - 2022

## EDUCATION

### **UNIVERSITY OF EDINBURGH**

MSc Applied Linguistics

### **YORK ST JOHN UNIVERSITY**

BA(Hons) English Language and Linguistics

## QUALIFICATIONS

### **SIGNATURE**

Level 1 - British Sign Language

### **CAMBRIDGE UNIVERSITY PRESS & ASSESSMENT**

Certificate in English Language Teaching to Adults (CELTA)

### **ACT NOW TRAINING**

GDPR Practitioner Certificate

## PROFESSIONAL SKILLS

Customer Service



Digital Literacy



Written & Verbal Communication



Data/Records Management



Working Autonomously



## PERSONAL SKILLS

Reliability



Professional Conduct



Time Management



Fast Learner



Teamwork



## FUTHER INFORMATION

Details regarding previous (pre-2019) education or work experience can be made available upon request.

Contact details for References are available upon request.

## WORK EXPERIENCE

### PhD CANDIDATE

#### Victoria University of Wellington | 2022 - Present

- My PhD project aims to examine the (re)negotiation of gender, sex, and sexual identities by individuals within sports organisations.
- Research uses approaches from Interactional Sociolinguistics and Queer Linguistics to analyse instances of workplace discourse.

### REGULATORY ASSISTANT

#### Communications and Utilities Regulatory Authority | Isle of Man | 2020 - 2022

- Executive Assistant for the CEO and COO, responsible for office management
- Lead for customer service, dealing with consumer complaints and developing Stakeholder Engagement Strategy
- **CPD:** qualified as Data Protection Officer for Department

### RESEARCH ASSISTANT

#### Department for Enterprise | Isle of Man Government | 2020

- Part of wider project to examine the economic landscape of the Isle of Man, with a particular focus on the impact of the COVID-19 pandemic.
- Analysed economic strategies from 2000 to 2020, using Critical Discourse Analysis as a framework. This role included presenting findings to government officials, including the Minister for Enterprise.

### STUDENT PARTNERSHIP ADMINISTRATOR

#### York St John University | 2019

- Assisted Head of Learning & Teaching to develop a student partnership framework which prioritised a collaborative approach to curriculum development and aimed to involve students in quality enhancement activity across the University.
- Administrative support for the Students as Researchers scheme. Organised two research events – *Talk About Teaching* conference and *Eat. Sleep. Research. Repeat.* student research forum. In this role, I responded to emails, developed promotional graphics, organised presentation and registration information, and set-up of the events.