

KAREN ANN HILTBRUNNER

ACTRESS, TEACHER

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WEBSITE: www.karen-hiltbrunner.com

Location	Switzerland		
Height	165cm	Playing Age	30-40
Weight	50kg	Languages	English (fluent), German (v.good), Mandarin (Fair)
Build	Slim, sporty	Voice quality	Clear, sincere
Eyes	Dark brown	Nationality	Switzerland
Hair	Dark Brown	Appearance	Southeast-Asian, Filipino, Malay, Thai, Chinese, Eurasian, Mixed-race



EDUCATION

1996 - 2001	Nanyang Technological University, National Institute of Education(NTU/NIE Singapore)	BA (1 st Class Honours) in Drama & Performance and English Language, with Diploma in Education
2018	Zentrum für Entwicklung im Schauspiel, Zürich	Foundation and Advanced courses in Film Acting

CREDITS

Film/ Character/Year	Director	Company
<i>Rey-Dar: A Star Wars Story</i> . Jedi Warrior (2018)	Gino Knöpfel	HTW Chur/ Bern University of Applied Sciences (Switzerland)
<i>Web-Ad: Sika B2B E-Shop</i> . Bookkeeper (2018)	Richy Hafner	Polymorph Pictures/undPartner.digital (Switzerland)
Ford Video Award 2018: <i>Share the Road</i> . Cyclist (2018)	Frank Luchs	Visiomedialtd.(Switzerland)
<i>Ad: Büchi Laboratories: Pure Chromatography System. Lucy (2018)</i>	Sebastian Cepeda	Viven GmbH (Switzerland)
Film Noir: <i>Betrayal</i> . Linda (2018)	Aleksandra Morf	SAE Institute Zürich (Switzerland)
Short Film: <i>Chicago's Cell Block Tango</i> . Annie (2019)	Sophia Ralston	Cognito Films (Switzerland)
<i>Ad: Threema Hidden Costs</i> . Data scientist (2019)	Matthias Kappeler	Hillton Video Production (Switzerland)

Theatre/ Character/Year	Director	Company
Singapore Youth Festival Drama Competition (2005)	Karen Ann Hiltbrunner	Tanglin Secondary School Drama Society, Singapore
<i>Joseph and the Amazing Technicolor Dreamcoat-The Musical</i> (2004)	Karen Ann Hiltbrunner	Tanglin Secondary School Production, Singapore Polytechnic Convention Centre, Singapore
<i>In-Situ-ation</i> Actress/Autobiographical (2001)	Jane Prendergast	Black Box, NTU/NIE, Singapore.
<i>The Pearl by John Steinbeck</i> Juana (2000)	Dramalah!	The Necessary Stage, Singapore
<i>The Day My Merlion Sank</i> VISA girl (2000)	Dramalah!	National Association for Drama in Education (NADIE, Darwin, Australia)
<i>Wombmandom</i> Eurasian girl/autobiographical (2000)	Jane Prendergast	Black Box, NTU/NIE, Singapore
<i>Commedia dell'Arte, Mime & Masks</i> Various (1999)	Roger Jenkins	Black Box, NTU/NIE, Singapore
<i>Ambition</i> . Post-apocalyptic adaptation of Macbeth by William Shakespeare Macbeth (1998)	Drew Tombrello	Black Box, NTU/NIE, Singapore
<i>Mad Forest</i> Various (1998)	Stephen Hazell	Black Box, NTU/NIE, Singapore

Voice Work / Year	Director	Company
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<i>Baghdad In My Shadow</i> . Feature Film (2018)	Samir	Dschoint Ventschr Film Production
Writer/Director Short Video (2018)	Frank Luchs	Visiomedialtd.

Interests

Reading, drawing and painting, hobby craft, watching movies, theatre, acting, singing and dancing. I enjoy jogging, the gym and a variety of sporting activities. A keen animal lover, I love nature and the outdoors. I also love interacting with children and youth and meeting people of all ages from different cultures.

<p>University Education 1996 - 2001</p> <p>Qualification</p>	<p>National Institute of Education (NIE), an institution of the Nanyang Technological University (NTU) [Singapore]</p> <p>Bachelor of Arts in English Language and Drama and Performance, with Diploma in Education <i>Awarded Degree of Bachelor of Arts with First Class Honours in Drama and Performance, with a Diploma in Education</i> <i>Recipient of the Lee Kwan Yew Gold Medal for Best Performance in General Proficiency throughout the course</i> <i>Recipient of the Eurasian Association Award for Academic Excellence</i></p>
<p>Tertiary Education 1994 – 1996</p> <p>Qualification</p>	<p>Anglo-Chinese Junior College (Science Faculty) [Singapore]</p> <p>Singapore-Cambridge General Certificate of Education (GCE) Advanced Level course of study in C Mathematics, Chemistry, Biology, Physics, General Paper (English Language) and Chinese Language <i>Awarded GCE 'A' Level Certification</i></p>
<p>Secondary Education 1990 – 1994</p> <p>Qualification</p>	<p>St. Margaret's Secondary School [Singapore]</p> <p>GCE Ordinary Level course of study in English, English Literature, Geography, Elementary Mathematics, Advanced Mathematics, Chemistry, Biology, Physics, and Chinese Language <i>Awarded GCE 'O' Level Certification</i> <i>Certificate of Outstanding Contribution to School Prefectorial Board</i> <i>Certificates of Sports Excellence in Track and Field</i></p>
<p>Primary Education 1984 – 1989</p> <p>Qualification</p>	<p>Convent of the Holy Infant Jesus [Singapore]</p> <p>Primary School education in English Language, Second Language (Chinese), Mathematics and Science <i>Awarded Primary School Leaving Examination (PSLE) Certification</i></p>

CAREER HISTORY

DEC 2014 (CURRENT)
(Private/Part-time Teaching)

HELEN DORON ENGLISH LEARNING STUDIO
[AARAU, SWITZERLAND]

Job Position

Teacher of English language with qualified specialization in the Helen Doron Early English Mother-tongue Method

Key Job Scope

1) English teacher to groups of adults of all levels (beginners to advanced)

- Responsible for designing, planning and delivering English courses to suit the needs of respective students
- Teaching of core language skills (listening, speaking, reading and writing) through communicative activities, structured coursework and selected readings of fiction and non-fiction.

2) English teacher to preschool/primary school learners and teens (ages 3 and up)

- Responsible for teaching early English courses “Fun with Flupe”, “Jump with Joey” and “Teen Talent” according to the Helen Doron method
- Teaching through music, movement, dance, drama along with interactive, communicative approaches and positive reinforcement.

CAREER HISTORY

JAN 2008 – JULY 2009
(Part-time 72%)

INTERNATIONAL SCHOOL OF BASEL (ISB)
[BASEL, SWITZERLAND]

Job Position	Teacher of English Language and Literature Teacher of Drama
Key Job Scope	<p>3) English Teacher for IB Middle Years Programme (Jan – July 08)</p> <ul style="list-style-type: none"> • Taught the MYP Eng. A programme to students in Grades 7, 9 and 10 • Collaborated with school leaders, teachers and parents on effective delivery of syllabus material and provided student progress updates <p>4) Drama Teacher for IB Middle Years Programme (Aug 08 – July 09)</p> <ul style="list-style-type: none"> • Taught the MYP Drama programme to students in Grades 6 through 9 • Responsible for designing and developing Schemes of Work, Unit Plans and Assessments for all drama classes, in consultation with Arts Department colleagues • Collaborated with school leaders, teachers and parents on effective delivery of syllabus material and provided student progress updates <p>5) Assistant-Homeroom Tutor to Grade 7 students</p> <p>6) Personal Project Supervisor</p> <ul style="list-style-type: none"> • Supervised the project process of a Grade 10 student undertaking an investigation into the topic: “Bullying through the lens of Human Ingenuity and Community and Service”

SEP 2007 – JAN 2008
(Part-time)

JET ENGLISH SCHOOL
[MEILEN, SWITZERLAND]

Job Position	Teacher of English Language to Adults and Children
Key Job Scope	<p>1) Teaching of General English and Conversational Skills to Adults (Elementary – Upper Intermediate, in groups and private students)</p> <p>2) Teaching of English to Children (Elementary – Intermediate)</p>

CAREER HISTORY

AUG 2005 – JULY 2007
(Full-time)

DANUBE INTERNATIONAL SCHOOL (DIS)
[VIENNA, AUSTRIA]

<p>Job Position</p> <p>Key Job Scope</p>	<p>Teacher of English Language and Literature</p> <p>1) English Teacher for IB Middle Years Programme</p> <ul style="list-style-type: none">• Responsible for designing and developing Schemes of Work, Unit Plans and Assessments for Grades 8 – 10• Taught the IB Eng. A (MYP) programme to students in Grades 8 - 10• Homeroom teacher to Grade 8 students• Collaborated with school leaders, teachers and parents on effective delivery of syllabus material and provided student progress updates <p>2) English Teacher for IB Diploma Programme</p> <ul style="list-style-type: none">• Designed, developed and taught the IB Eng. A (DP) programme to students in Grades 11 – 12 at Standard and Higher Levels• Focus on rigorous teaching and assessment in Literature studies according to IB DP Eng. A criteria• Worked with school leaders, teachers and parents on effective delivery of school syllabus and provided student progress updates <p>3) Private English Language Tutor</p> <ul style="list-style-type: none">• Provided private language instruction to support students with specific EL needs (Pri. & Sec. ESL, EFL, IB Diploma English A extra support) <p>4) Personal Project Supervisor</p> <ul style="list-style-type: none">• Supervised the project process of a Grade 10 student undertaking an investigation into the topic: "Directing a Play"
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CAREER HISTORY

JAN 2005 – JUL 2005
(Full-time)

THE MINISTRY OF EDUCATION HEADQUARTERS (MOE HQ)
[SINGAPORE]

Job Position	Curriculum Planning Officer
Main Job Scope	<p>Language and Literature Branch, Curriculum Planning Division, English Language Unit</p> <p>1) Syllabus & Special Programme Developer</p> <ul style="list-style-type: none"> • Designed, developed and reviewed Primary Level and GCE 'O' Level English Language (EL), EL Literature, Secondary Drama and GCE A Level Theatre Studies Syllabuses • Worked with school leaders and teachers on the implementation and monitoring of the syllabuses <p>2) Materials Developer</p> <ul style="list-style-type: none"> • Designed, piloted and produced syllabus support materials and publications • Prepared school leaders and teachers for the effective use of the resource packages and materials • Provided professional advice and guidance to educational publishers developing instructional materials for Singapore schools <p>3) Change Agent/Facilitator</p> <ul style="list-style-type: none"> • Disseminated information on innovative strategies (including the use of IT / Drama / materials) in classroom pedagogy • Initiated and monitored special programmes/projects • Promoted activities for professional growth of teachers and to stimulate interest in EL among teachers, students • Reviewed textbooks, supplementary materials, library, IT resources <p>4) Advisor on Curriculum/Special Projects</p> <ul style="list-style-type: none"> • Handled administrative aspects of work on special projects and liaised with schools, divisions and organisations • Provided professional advice to schools, other divisions in MOE and other ministries/institutions
Major Contributions	<ul style="list-style-type: none"> • Theatre Studies Committee member for the Revised Theatre Studies and Drama Syllabus 2006 • Syllabus Review Committee member for 'O' Level Literature • Project team leader for new 'O' Level Subject: Drama • Spoken EL Project Team member; to review Spoken EL training courses for teachers and help in design of conceptual frameworks to improve EL standards in Singapore schools

CAREER HISTORY

JUL 2001 – DEC 2004 **TANGLIN SECONDARY SCHOOL**
(Full-time) **[SINGAPORE]**

Job Position	Education Officer (Trained Teacher of English, Literature and Drama) Level Head of Upper Secondary EL
Main Job Scope	<p>1) Plan and Execute Department & Instructional Duties</p> <ul style="list-style-type: none"> • Taught English Language, Literature and Project Work to secondary students (13 years – 17 years old) • Prepared students for GCE ‘O’ Levels in EL and Literature • Taught Civics and Moral Education and Pastoral Care • Planned and monitored EL and Literature Schemes of Work and teaching programmes • National Examiner Setter and Marker for EL and Literature • Initiated creative arts teaching strategies for EL and Literature <p>2) Manage, Coordinate and Carry Out School-Wide Duties</p> <ul style="list-style-type: none"> • Took charge of the progress and welfare of students • Carried out Project Work with students • Organised Arts and Drama Enrichment for school as member of the Co-curricular and Aesthetics Committee • Designed, published and coordinated school publications materials as member of School Publications Committee • Provided commentary for Sports Day and National Day celebrations • Contributed innovative initiatives as member of the Innovation Team <p>3) Programme Coordinator for Co-Curricular Activities</p> <ul style="list-style-type: none"> • Managed the English Language Literary, Drama and Debate Society (ELDDS) as Teacher-In-Charge for 30 student members • Conducted Play-writing, Self-Devised Drama Courses • Scripted, directed, trained students and produced youth drama performances for school-based and National Drama competitions
Major Contributions	<ul style="list-style-type: none"> • Auditioned, trained, directed and produced full-length musical performance of “Joseph and the Amazing Technicolour Dreamcoat” in Nov 2004 as part of school’s 40th Anniversary celebrations • Involved 100 students and whole school staff in all areas of production • Coordinated public performances of musical in fund-raising for Children’s Cancer Foundation • Conceptualised stage set, lights and sound for musical • Recipient of the “Outstanding Contribution Award” in 2004 for raising school’s achievement in the arts to a new level

CAREER HISTORY

MAY 2000 – JUL 2000
(Full-time) **BUKIT VIEW SECONDARY SCHOOL**
[SINGAPORE]

Job Position

Education Officer (Trained Teacher of English, Literature and Drama)

Main Job Scope

- To plan and execute department, instructional and co-curricular duties
- To manage, coordinate and carry out school-wide duties

* With acceptance into the Honours programme at the University (2000), I undertook a “No-Pay Leave” to pursue an extra year of studies. After graduation (2001), I assumed a new teaching post at Tanglin Secondary School.

1997, 1998, 2000
(2 – 6 weeks per year) **RAFFLES GIRLS’ PRIMARY SCHOOL**
& SHUQUN SEC. SCHOOL
[SINGAPORE]

Job Position

Practicum Teaching Experience

*Trained to become a qualified primary and secondary teacher.

JAN 1996 – JUN 1996
(Full-time) **FUHUA PRIMARY SCHOOL**
[SINGAPORE]

Job Position

Relief Teacher

*Awaiting entry into University

Main Job Scope

- Taught English, Mathematics, Science, Health Education, Physical Education and Art to primary students (6 years – 12 years old)
- Form Teacher in charge of the progress and welfare of a class of 8 year olds
- Prepared students for Primary School Leaving Examination (PSLE)