

JESSICA CLAIRE

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PROFESSIONAL SUMMARY

A highly resourceful, flexible, innovative, enthusiastic individual who possesses a considerable amount of knowledge regarding teaching and administrative skills. A quick learner who can absorb new ideas and is experienced in coordinating, planning and organizing a wide range of activities. I am well organized and an excellent team player with a proven ability to work proactively in a complex busy environment. Authorized to work in the US for any employer.

SKILLS

- Critical Thinking Skills Energetic and Enthusiastic
- Strong Management Skills Communicates effectively
- Creativity and Flexibility Strong Leadership Skills
- Conflict Resolution Motivated and disciplined
- Dependable Written & Verbal Skills
- Ability to work well under pressure Attention to details
- Movement Charter School, Charlotte NC-3rd
- Grade Lead Teacher August 2019-
- Oversee the academic, emotional, and social development of students
- Develop lesson plans and teach the NC Standard Course of Study
- Supervise classes to ensure all students are learning in a safe and productive environment
- Deliver personalized instruction to each student by encouraging interactive learning
- Behavior Management
- Classroom Management
- Toddler Care
- Writing Skills
- English
- Childcare
- Microsoft Office
- Google Suite
- Outlook
- Tutoring
- Curriculum Development
- Positive Reinforcement Methods
- Social Behaviors
- Positive Learning Environment
- Innovative Teaching Methods
- Common Core Learning Standards
- Virtual Classrooms

WORK HISTORY

08/2019 to Current **6th Grade Language Arts Teacher**

Little Sprouts – East Granby, CT

- Oversee the academic, emotional, and social development of students
- Develop lesson plans and teach the NC Standard Course of Study
- Supervise classes to ensure all students are learning in a safe and productive environment
- Deliver personalized instruction to each student by encouraging interactive learning 5
- Prepared and implemented lesson plans covering required course topics.
- Promoted effective verbal and written communication through listening, speaking, reading and writing practice.
- Administered assessments and standardized tests to evaluate student progress.
- Led interesting and diverse group activities to engage students in course material.
- Cultivated relationships with parents for complete support network.
- Completed in-service and additional training to maintain professional growth.

08/2018 to 06/2019 **5th Grade Teacher**

Little Sprouts – Monroe, CT

- Instruct and oversee the emotional and social development of students
- Implemented classroom management improvements to enhance class morale and engagement.
- Built positive relationships with parents to involve families in educational process.
- Taught students subject-specific material, learning strategies and social skills.
- Implement instructional programs, organize activities and report to parents
- Met with parents to discuss progress and suggest ways to promote learning and development.
- Planned lessons according to district standards to cover requirements and prepare for standardized tests.
- Drove student learning by establishing clear classroom plans and group objectives, as well as actionable strategies to achieve each goal.
- Assessed student learning progress and comprehension with routine tests and standardized examinations.
- Stayed abreast of changes to school and district policies as well as new trends in education by attending professional development courses and in-service trainings.
- Promoted exploration of building blocks of learning by leading diverse, hands-on activities.
- Taught lessons encompassing skill-building activities in speaking, writing, reading and listening.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.

05/2018 to 08/2018 **Lead Teacher**

The Goddard Preschool – City, STATE

- Knowledge of NC Child Care Laws and Sanitation Regulations
- Receives feedback and applies training as well as key learning to improve job performance
- Able to effectively implement curriculum and create activities that are fun and educational
- Maintaining all classroom forms including but not limited to daily and monthly attendance reports
- Always Maintain a healthy and safe environment and supervision of the classroom

01/2018 to 05/2018 **Lead Teacher**

Genesis One Full Day Preschool – City, STATE

- Implement activities designed to promote social, physical and intellectual growth
- Provided a variety of materials and resources for children to explore, manipulate and use, both in learning activities and in imaginative play
- Observe and evaluate children's performance, behavior, social development, and physical health
- Identify children showing signs of emotional, developmental, or health-related problems, and discuss them with supervisors, parents or guardians, and child development specialists.

EDUCATION

Master of Arts: Social Work

Walden University - Minneapolis, MN

2018

Bachelor of Arts: English

University of North Carolina at Charlotte - Charlotte, NC

CERTIFICATIONS

CPR/First Aid January 2018 to Present