

JESSICA CLAIRE

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Professional Summary

Goal-oriented Drama Teacher enthusiastic about teaching communication through body language and performance. Distinct expertise gained during a 10 year career. Experience providing opportunities for student expression using spoken, written, performative and digital forms of communication. Consistently recognized for inspiring student-centered approach.

Skills

- Colleague Collaborations
- Performance Organization
- Class Lectures
- Campus and Community Events
- Student Advising and Support
- Providing Feedback
- Positive Reinforcement Methods
- Curricula Planning
- Classroom Discussion Facilitation
- Performance Coaching
- Artistic Technique Demonstration
- Individualized Lesson Plans
- Active Listening
- Examination Administration and Grading
- Subject Research
- Course Material Preparation
- Behavior Modification
- Social Perceptiveness
- Personalized Support
- Stage Lighting
- Group Assistance
- Parent Communication
- Collaborative Environments
- Adaptability and Flexibility
- Group Activities
- Instructional Techniques

Work History

Theatre Arts Teacher, 09/2012 to Current

Generac Power System, Inc – Janesville, WI

- Encouraged students to perform well and learn from failure.
- Planned lessons to reflect group and individual student needs utilizing creative instruction.
- Implemented effective classroom management techniques to provide safe, calm learning environment.
- Modeled creative acting styles and techniques encompassing varied history genres and performance techniques.
- Produced a minimum of 7 theatrical performances each year streamlining technical elements.
- Evaluated student assignments and projects with corrective comments to guide future growth.
- Enhanced academic programs with innovative methodologies and collaboration.
- Managed Thespian society operations with elected students to promote individual thought and creativity.
- Scheduled shows and performances in accordance with school calendar.
- Held afterschool meetings and rehearsals in preparation for shows.
- Gathered display materials and distributed programs for shows and performances.
- Evaluated and graded students' class work, performances, projects, assignments and papers.
- Met with parents to resolve conflicting educational priorities and issues.

Advertising Manager, 05/2001 to 08/2011

Macdonald-Miller Facility Solutions – Bellevue, WA

- Developed advertising tactics and implemented new solutions for increased brand awareness.
- Developed campaigns, led design and tracked results.
- Collected performance data on each promotion to better plan future events.
- Wrote engaging and creative press releases for each promotion.
- Drove traffic to my clients by creating and implementing promotional plans.
- Planned and prepared advertising and promotional material to increase sales of products or services and work with customers, company officials and media outlets.
- Worked closely with clients to design effective promotions to meet customer needs and exceed sales goals.
- Upheld client satisfaction by designing accurate and detailed timelines for services and alerting clients of changes.
- Inspected layouts and advertising copy and edited scripts, audio and videotapes and other promotional material to adhere to specifications.
- Collaborated with media representatives to optimize coverage of special events.
- Attended customer meetings, trade shows and conferences as company representative.
- Utilized e-mail, social media, radio and TV to highlight products and services.
- Increased longevity of accounts by providing individualized customer service and developing relationships with account holders.

Account Executive, 08/1998 to 05/2001

Cox Media – City, STATE

- Built and strengthened relationships with new and existing accounts to drive revenue growth.
- Prospected new clientele through networking, cold calling, canvassing and referrals.
- Drove new business development through qualifying leads, building relationships and executing strategic sales.
- Strengthened customer relationships with proactive and collaborative approach to managing needs.
- Managed sales cycle from first contact to established customer sale and maintained solid customer base.
- Reviewed accounts monthly to monitor and track customer satisfaction and complaints.
- Contacted customers as issues arose to provide prompt resolutions.
- Identified client business needs by gaining understanding of goals, objectives and processes.
- Negotiated sales deals between customers and agency, resulting in mutually beneficial agreements and cultivated relationships.
- Communicated between internal and external stakeholders, clients and vendors.
- Recorded and maintained sales prospect and sales data within customer relationship management system.
- Stayed up-to-date on changing industry and product standards and trends related to accounts.
- Identified customer needs and achieved service levels that met and exceeded expectations.
- Presented key decision-makers with new and updated account strategies.
- Met and exceeded service level goals by identifying and achieving standards and expectations.
- Used targeted questioning strategies to discover insight on prospect needs and requirements.
- Delivered services to clients to secure additional business and grow revenue streams.
- Identified sales growth opportunities by networking and building relationships with potential advertisers.
- Distributed marketing materials to existing and prospective clients and presented materials to client audiences.
- Executed successful budget, talent and sales campaign development.
- Upsold special packages while preparing quotes for potential clients.
- Stayed abreast of competitive landscape and emerging technologies to best position brand in global marketplace.

Education

Bachelor of Arts: Liberal Arts And General Studies

Louisiana State University And A&M College - Baton Rouge, LA