

JESSICA CLAIRE

100 Montgomery St. 10th Floor • (555) 432-1000 • resumesample@example.com

Education

Bachelor of Science: Secondary Education/Social Sciences , 05/2018

Kansas State University - Manhattan Kansas

Professional Summary

Positive and upbeat English Language Art Teacher with 3 years of classroom teaching at Middle School grade levels. Track record of consistently improving student comprehension and test scores for students across all learning levels. Highly qualified with Secondary Education in Social Sciences and certified in Social Science-History, Political Science, Geography, Economics, and Psychology for grades 9-12. I am also certified in Science Sciences and Language Arts for grade 5-8 in Illinois.

Skills

- IEP familiarity
- Response-to-intervention understanding
- Field trips
- School district guidelines comprehension
- Learning assessments
- Organizational ability
- SmartBoard operation
- Time management
- Problem-solving skills
- Behavior management systems
- Lesson Planning
- Verbal and written communication
- Google Class Knowledge
- Positive learning environment

Work History

English Language Arts Teacher, 8th Grade, 08/2020 to Current

BERNARD W FLINN MIDDLE SCHOOL (6 - 8) ROCKFORD SD – City, STATE

- Monitored comprehension of material among students and created re-teaching strategies to cover gaps in learning indicated by test scores and quizzes.
- Delivered instruction in language arts encompassing reading, grammar, composition and literature, working with teachers in other subjects to integrate skills across curriculum.
- Created language arts lesson plans for both my in-person and remote students to meet learning needs, adhere to curriculum standards and build interest in learning.
- Administered and graded tests and assignments to evaluate students' progress.
- Provided one-on-one attention to students, while maintaining overall focus on entire group.
- Communicated with parents in person, by email and phone to apprise of student progress, challenges and behavior issues.
- Built relationships with students to understand obstacles to learning such as difficult home situations, illness or social hurdles.
- Established positive classroom management boundaries to create safe, known environment for behavior among students.
- Prepared and implemented lesson plans covering required course topics.
- Utilized multimedia strategies and technology to convey information in fresh and interesting ways.
- Participated in weekly PLC meetings, ELA PLC meeting, and leadership meetings.

English Language Teacher, 6-8th Grade , 08/2019 to 06/2020

Rockford Diocese, All Saints Catholic Academy – City, STATE

- Worked one-on-one with students needing individualized attention and developed with special learning plans for struggling people.
- Delivered instruction in language arts encompassing reading, grammar, composition and literature, working with teachers in other subjects to integrate skills across curriculum.
- Communicated with parents in person, by email and phone to apprise of student progress, challenges and behavior issues.
- Graded students work based on completion, timeliness and accuracy and kept detailed records of grades.
- Developed overall yearly curriculum for teaching English-language learners based on school and national requirements.
- Supported students dealing with emotionally challenging life events and developmental milestones.
- Established positive classroom management boundaries to create safe, known environment for behavior among students.
- Helped begin process of preparing students for high school-level academics by setting strong standards for rigorous learning.
- Communicated openly with parents and guardians to keep everyone informed of students' progress and quickly implement improvement plans for struggling pupils.
- Built relationships with students to understand obstacles to learning such as difficult home situations, illness or social hurdles.
- Prepared, administered and corrected weekly tests and examinations to observe student overall performance.
- Taught multiple subjects to students with intellectual or emotional disabilities.
- In addition to my teaching responsibilities I also serve as the Yearbook advisor.
- I also volunteer at All Saints Homework Club for students who struggle with completion and submitting school work on time.

Long-Term Substitute Teacher, English 6-8 Grade, 01/2019 to 05/2019

Rockford Diocese, Cathedral Of St. Peter School – City, STATE

- Kept classroom organized, clean, and safe for all students and visitors.
- Communicate clearly with administration and parents on student accomplishments/struggles
- Participate in faculty meetings.
- Evaluate and document student progress.
- Drafted lesson plans and submitted for review and feedback.
- Upheld classroom routines to support student environments and maintain consistent schedules.
- Kept students on-task with proactive behavior modification and positive reinforcement strategies.
- Provided personal guidance for students struggling both in and out of classrooms, maintaining professionalism while helping students feel safe.
- Worked with administrators on behavioral issues to support needs of all students.
- Modified homework assignments based on daily progress and regional curriculum regulations.