

# Jessica Claire

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## Professional Summary

Innovative academic leader focused on engaging with all stakeholders meet learning objectives and drive student progress. Committed to providing empowering educational leadership and managing top-performing faculty to cultivate student rapport and promote successful education delivery.

## Skills

- Verbal and written communication
- Curriculum Development
- Student records management
- Classroom technology
- Staff Development facilitation and presentations
- Academic administration
- Relationship building and networking
- Multitasking ability
- Discipline management
- Student and parent relations
- Standardized Testing
- Documentation

## Work History

**Academic UIL & TMSCA Coordinator**, 08/2018 to Current

**Idi Distributors** – Orlando, FL

- Implemented and promoted program courses, activities, and accomplishments, both internally and externally, to boost recruitment and retention.
- Communicated directly with parents, students, and staff members to achieve success for students.
- Reviewed UIL and TMSCA materials with students and staff members to support the discovery of correct answers to problems.
- Organized and planned multi-district UIL and TMSCA competitions.

**High School & Middle School Science Educator**, 08/2013 to Current

**Callisburg ISD** – City, STATE

- Collaborated with all stakeholders to provide safe and educational experience.
- Built relationships and communicated with parents to provide best learning environment for children.
- Differentiated instruction to meet needs of diverse learners.
- Monitored and assessed understanding of difficult concepts and adjusted lesson accordingly.
- Used designated student database and AWARE to document student grades.
- Communicated frequently with parents, students, and faculty to provide feedback and discuss instructional strategies.
- Administered standardized tests in accordance with STAAR testing programs.

**Sales Representative**, 05/2007 to 07/2013

**Kiser Arena Specialists** – City, STATE

- Met with existing customers and prospects to discuss business needs and recommend optimal solutions.
- Created professional sales presentations and seminars to effectively demonstrate product features and competitive advantages.
- Implemented marketing strategies and techniques, increasing revenue and customer satisfaction.
- Determined problem areas and resolved issues related to profitability and business objective achievement.
- Trained and mentored new sales representatives.

**Agricultural Science Teacher**, 07/2005 to 06/2007

**Lewisville Independent School District** – City, STATE

- Initiated and moderated classroom discussions to facilitate dialogue and understanding of taught material.
- Taught students about various agricultural techniques through various experiments.
- Participated in VATAT professional conferences to gain knowledge about latest inventions in agricultural field.
- Organized numerous agricultural fairs and competitions to provide hands-on experience and enlighten students about subject.

## Education

**Masters in Educational Leadership: Educational Administration**, 04/2021

**Texas A&M University - Commerce** - Commerce, TX

**Bachelor of Science: Agricultural Science**, 08/2004

**Texas A&M University - College Station**, TX

## Certifications

- Texas Principal Certification - current
- Texas 6-12 Vocational Agricultural Production Certification- current
- Texas 4-8 Generalists Certification- current
- Texas EC-12 Special Education Certification- current
- Crisis Prevention Intervention Certification- current

## Accomplishments

- District Mentor Teacher- Increased effectiveness of classroom teachers as evidence through their individual annual observations.
- District AWARE Software Mentor- Developed district wide professional development to increase unit and benchmark exam knowledge among educators.
- Curriculum & Instruction- Developed individual academic plans for grade level and science department. Created multiple Professional Learning Community (PLC) presentations to engage educators.
- Academic Presenter- Developed and presented a multitude of different professional development presentations on a state and national level.