

Jessica Cohen

Knowledgeable and flexible substitute teacher. Demonstrated history in teaching social studies, history and art history courses in both middle school and high school settings. Flexible in adjusting to new course materials and classroom environments and a quick-learner.

Work Experience

Substitute Teacher, Arthur Academy

Portland, Oregon • May 2017 – Present

- Implement teacher lesson plans to optimize students' understanding of curriculum material
- Track student performance for each lesson for future reference
- Encourage students to ask questions and discuss their thoughts, and reflect on real-world implications of course materials
- Communicate absent teachers' expectations and goals to students and help achieve them
- Maintain classroom control and monitor students in various settings, including cafeteria and homeroom
- Maintain a respectful and curious classroom learning environment
- Update attendance logs and student progress records
- Provide students with appropriate assignments and return corrections and feedback to submitted work
- Complete daily reports to communicate relevant information to other teachers and the school
- Attend regular staff meetings and departmental meetings to stay up-to-date on school and course matters
- Record to departmental head regularly on curriculum and student affairs

Substitute Teacher, Portland Public Schools

Portland, Oregon • June 2014 – May 2017

- Adhered to course curriculum and lesson plans assigned by regular teachers
- Followed designated tasks and procedures to achieve lesson goals
- Encouraged interactive activities and discussions to allow students to better understanding course material
- Adapted to existing lesson plans and accommodate students' various learning styles, skills, and abilities
- Assigned and explained homework in detail to ensure students' comprehension
- Observed and tracked down student performance
- Compiled comprehensive daily course reports for teachers for future reference
- Communicated lessons covered, class activities and incidents to absent teacher

Portland, Oregon

(503) 123-4567

jessica-cohen@gmail.com

<https://jessica-cohen-teaches.com>

 [linkedin.com/in/jessica-cohen](https://www.linkedin.com/in/jessica-cohen)

 [facebook.com/jessica-cohen](https://www.facebook.com/jessica-cohen)

Skills

Curriculum Planning

Teaching

Classroom Management

Conflict Resolution

Communication

Public Speaking

Multitasking

Education

University of Oregon

Eugene, Oregon

2013 – 2015

MEd in Middle School and High School Education

GPA: 3.5

University of Oregon

Eugene, Oregon

2009 – 2013

B.A. in History

GPA: 3.6

Certifications

Oregon Teaching Certificate

2016