

Jessica Claire

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

PROFESSIONAL SUMMARY

Enthusiastic teaching professional with 12 years of creative instructing experience, curricula development, and strong leadership skills at the elementary, middle, and virtual school level. Goal oriented worker who works well under pressure and extremely cooperative in the work place. A strong written and verbal communicator with experience in curriculum development and scope and sequence writing at the classroom level and county level. A kind and empathetic educator who strives to make lasting connections with students of all backgrounds and possesses disciplined leadership skills in the workplace. Successfully develops and creates efficient course content, supplemental activities and materials, and assessments to track progress and understanding that engages all learning styles.

EDUCATION

- Masters of Education** | Curriculum And Instruction

2009
- Middle Tennessee State University, Murfreesboro, TN**
Magna Cum Laude
- Bachelor of Education** | Interdisciplinary Studies

2007
- Middle Tennessee State University, Murfreesboro, TN**
Interdisciplinary Studies Outstanding Student Teacher of the Year 2007
Alpha Delta Pi Member

WORK HISTORY

- 4TH GRADE TEACHER- LANGUAGE ARTS/ SOCIAL STUDIES**

07/2017 to CURRENT
- Collierville Elementary | City, STATE**
 - Fourth Grade Team Leader 2018-2020; Delegated duties to grade level teachers and ensured grade level ran efficiently while working as liaison between administration and teachers.
 - Planned learning activities that motivated students to be engaged in their learning and utilized technology to enhance their education.
 - Created and built online modules for each standard to enhance student led instruction complete with websites, videos, articles, and activities for standard mastery.
 - Vanguard Technology Team Member 2018-2019; Attended Apple Technology Trainings which were used to develop professional development opportunities.
 - Developed, planned, and presented professional learning opportunities for teachers on how to implement different technological tools into their classroom to improve their teaching.
 - PBIS Behavior Committee 2019-2020
- 5TH GRADE TEACHER- LANGUAGE ARTS/ SOCIAL STUDIES**

08/2020 to 12/2020
- Collierville Virtual Academy | City, STATE**
 - Developed digital lessons and activities aligned with state standards, district scope and sequence, and criteria of district virtual learning program.
 - Managed group of 68 students remotely via Microsoft Teams and assigned learning management systems (LMS).
 - Resolved problems quickly and efficiently while remaining calm and professional in high-pressure situations.
 - Designed and implemented online modules for Language Arts & Social Studies curriculum based on Common Core Standard and tailored to virtual environment within the district learning management system.
 - Promoted positive learning environment through creative games, activities, incentives, and rewards.
 - Assessed and tracked student data via learning management system and various educational websites.
- 6TH GRADE TEACHER- READING/ SOCIAL STUDIES**

08/2009 to 07/2017
- Whitworth Buchanan Middle School | City, STATE**
 - Balanced classroom management in fast-paced environment, worked cooperatively with large faculty and parent base, and held positive, encouraging and highly motivating attitude always reducing referrals by over 50%.
 - Social Studies Curriculum Planning Committee 2016-2017
 - Team Leader 2011-2014, 2016- 2017: Orchestrated, conducted and operated mini school meetings to appropriately and efficiently run mini school team.
 - Head Cheerleading Coach 2013-2017 Managed squad of girls year-round through athletic games, after school practices, fundraisers, and multiple competitions.
 - Supervised average of 85 students in classrooms, halls, cafeterias, schoolyards and on field trips.
 - Administered weekly Professional Learning Community meetings as leader of 6th grade Social Studies team.
 - Directed and organized inaugural school wide Fundraiser which grossed over \$12,000 for school technology and supplies.
 - Created classroom environment in which children could learn respect for themselves and others.
 - Differentiated activities to help grow test scores and to engage all visual, auditory, and kinesthetic learners. (interactive notebooks, civilization centers, foldables, hands on projects)

SKILLS

- Team Collaboration
 - Proficiency in Microsoft Office 365, Apple Suite, Learning Management Systems
 - Curriculum Development
 - Content Creation
- Virtual Instruction
 - Organizational Skills
 - Leadership
 - Training and Development

ACCOMPLISHMENTS

- Apple Certified Teacher 2019
- Teacher of the Year 2017
- 2nd Place Teacher of the Year 2016
- 3rd Place Teacher of the Year 2015