

Jessica Claire

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Professional Summary

Compassionate Special Education Paraprofessional offering excellent skills in emotional and behavioral support and proficiency in documentation and relay of essential information. Pursuing a similar position in the healthcare field where a well-qualified individual with an understanding of non-judgmental, patient-focused quality care is highly sought.

Accomplishments

- Volunteered over 400 hours at Ascension NE Wisconsin - Mercy Campus in Oshkosh, WI.
- Completed a medical volunteer trip through World Endeavors to Ghana, Africa in December 2012. Assisted two doctors and one midwife in a rural health clinic, learned to work under very stressful and harsh conditions and individually delivered 13 babies in maternity ward with very little previous instruction.

Skills

- Social development and integration
- Verbal and written communication
- Observation Documentation
- Emotional and Social Support
- Multitasking and Prioritization
- First Aid Certification
- Medical Terminology
- Calm Under Stress

Work History

Special Education Aide, 10/2020 - Current

Fredericksburg Independent School District – Fredericksburg, TX

- Delivered personalized educational, behavioral and emotional support to individual special-needs students to enable positive learning outcomes.
- Documented student behaviors, interventions and outcomes to enable lead teacher to address pertinent issues.
- Implemented behavior redirection methods to address problematic issues.
- Maintained positive yet calming attitude and affirmatively communicated with each student.
- Built and maintained effective communication and relationships with students, teachers and support staff.
- Monitored student classroom and outdoors activities to promote student safety.
- Worked cooperatively with students of various culturally diverse backgrounds and learning styles.
- Alerted instructor to student behavior or issues requiring intervention.
- Maintained inclusive learning environment to enable students to gain maximum benefit from lessons.

Summer Camp Counselor, 06/2019 - Current

North Country Academy – Latham, NY

- Cared for personal and health needs of disabled campers, including campers with autism spectrum disorder, severe behavioral and anger regulation difficulties, ADD/ADHD and variety of comorbidities.
- Helped at-risk youths in low-income areas by guiding, mentoring and advocating, as well as encouraging each to achieve personal and interpersonal goals.
- Counseled individuals on self-discipline and personal accountability.
- Organized and guided group activities for up to 40 children by leading, coaching and participating with campers.
- Kept track of allergies and dietary restrictions, verifying correct meals and snacks were given to campers.
- Resolved conflicts that arose between campers by listening to complaints and finding appropriate solutions.
- Implemented camp activities fostering physical, social and emotional growth.
- Worked with children of varying age, interest, skill and developmental levels.

Dance Instructor, 06/2016 - Current

City Of O'fallon – O'fallon, MO

- Assisted with coordination and administration of complete dance program.
- Lesson planning and implementation of dance instruction to students ages 2-15yrs.
- Fostered a love and appreciation for dance while cultivating values of acceptance, respect and strong work ethic.
- Communicated with students and parents in person, via email and by phone to resolve issues and answer questions.
- Utilized different styles of teaching to accommodate students of all capabilities.
- Planned upwards of 16-20 routines with costuming for recitals and performances each year.

Dance Instructor/Front Desk Receptionist, 09/2009 - 09/2013

Julie's Touch Of Silver Dance Studio – City, STATE

- Maintained files and records by implementing effective filing systems that boosted efficiency and organization.
- Transcribed phone messages and relayed to appropriate personnel.
- Received and documented payments.
- Monitored office supplies by checking inventory and placing orders.
- Dance instruction to students ages 2-18yrs. in various styles and levels of dance and tumbling.
- Learned and practiced proper spotting techniques to ensure safety of acrobatics/tumbling students
- Provided light first aid when necessary.

Education

No Degree: Nursing

University of Wisconsin - Oshkosh - Oshkosh, WI

No Degree: Psychology, Human Development

University of Wisconsin - Green Bay - Green Bay, WI

High School Diploma: 06/2011

Neenah High School - Neenah, WI

Certified Nursing Assistant: Nursing Assistance, 06/2010

Fox Valley Technical College - Appleton, WI

Additional Information

- Trained in Dialectical Behavior Therapy (DBT). Studied modules on crisis intervention, distress tolerance, interpersonal effectiveness and emotion regulation.
- Completed Stewards of Children training and certified in the detection and prevention of childhood sexual abuse.
- Certified Special Education Aide and current license holder in the state of WI
- Completed numerous first aid and emergency response trainings including but not limited to active shooter training, Epi Pen administration training and CPR/AED training.