

JESSICA CLAIRE

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

Portfolio

- <https://www.Clairetheatreanddance.com>

Professional Summary

Creative drama teacher; enthusiastic about teaching the art of theatre, dance, and performance skills. Distinct expertise gained during a 17 year career teaching in private and public schools, studios and after-school youth programs. Extensive experience providing opportunities for all students to express their learning through performance experiences on stage, or behind the curtain through alternative experiences in the creative arts communities. Consistently recognized for an inspiring student-centered approach.

Skills

- Colleague collaboration
- Program specific curriculum design
- Performance Organization
- Attention to Detail
- Planning and Coordination
- Interpersonal Communication
- Flexible and Adaptable
- First Aid/CPR
- Dependable and Responsible
- Google Certified Educator
- Art program coordination
- Project design

Work History

Theatre Arts Teacher/Dance Teacher , 08/2019 to Current

Julia Lee Performing Arts Academy – City, STATE

- Encouraged students to perform well and learn from failure.
- Planned lessons to reflect group and individual student needs utilizing creative instruction.
- Implemented effective classroom management techniques to provide safe, inclusive learning environment.
- Modeled creative acting styles and techniques encompassing varied history genres and performance techniques.
- Adapted teaching strategies to remain inclusive to diverse learning styles.
- Planned various types of shows to highlight students' creative talents
- During Covid, taught students in middle school and elementary school dance and theatre lessons keeping 98% attendance rate.
- During Covid year, planned school Musical and had 94% student participation rate.
- Evaluated and graded students' class work, performances, projects, assignments and papers.

Theater Director, 06/2012 to Current

Christian Youth Theater, CYT – City, STATE

- Devised and implemented strategies to create new revenue streams and cut operational costs.
- Alleviated issues between actors on set to keep projects on track and avoid delays or budget overages.
- Coordinated production schedules and activities for 12 different plays, and musicals, with varied age range in cast.
- Reviewed scripts to determine most appropriate methods to use for directing both actors and crew members.
- Oversaw lighting, graphics, audio, set design, costume, and prop design.
- Created arts organization's seasonal performance and exhibition program and selected performers and artists for upcoming events.
- Oversaw installation and operation of on-set sound and lighting equipment to achieve superior production results.
- Scheduled production resources and managed cast and crew to accomplish production goals on preset timelines.
- Managed theater's budget and interacted with charities, sponsors and trusts to obtain operating funds.
- Achieved individual and troupe success through enhanced collaborative and communications skills.
- Auditioned, selected and coached actors to execute high-quality performances and enhance production value.
- Established and maintained productive, professional working relationships to promote beneficial project results.

Theatre, Speech and Debate, Dance Teacher, 03/2012 to 06/2018

Linfield Christian High School, Middle School – City, STATE

- Organized special open houses to gain new students.
- Utilized different styles of teaching to accommodate students of all capabilities.
- Directed, choreographed, and produced full Broadway style shows.
- Managed High school budget of \$25,000 for productions, and \$15,000 middle school budget with increased budget based on profitable ticket sales each year.
- Managed production schedule of 6-8 shows per year
- Communicated with students and parents in person, via email and by phone to resolve issues and answer questions.
- Taught standards-based dance and theatre classes for students from beginning through advanced skill levels.
- Planned, prepared, and delivered lesson plans introducing students to diverse and creative dance and theatre techniques.
- Designed comprehensive Four-Year theatre program with college preparatory level work
- Modeled creative acting styles and techniques encompassing varied history genres and performance techniques.
- Adapted teaching strategies to remain inclusive to diverse learning styles.
- Taught technical theatre classes including set design, lighting, Sound, stage management and make-up
- Oversaw installation and operation of on-set sound and lighting equipment to achieve superior production results

VAPA Coordinator, 08/2006 to 04/2011

Temecula Valley Charter School – City, STATE

- Assisted in design of comprehensive state standard based performing arts curriculum and organization of materials to support operations.
- Collaborated with team members to create materials for lesson integration of arts lessons from VAPA to classroom.
- Developed and taught Professional Development on use of integration materials
- Managed staff of 4 full time VAPA educators, including Visual Art, Dance, Music, and Choir.
- Fostered highly communicative, collaborative team culture on performing arts, and visual arts classes and projects.
- Designed, and implemented fee based on-site after school creative arts program for students
- Recruited, trained, and managed after-school support volunteers and staff to assist with after school program.
- Worked flexible hours, night, weekend, and holiday shifts.

Education

Master of Education: Curriculum Design , 05/2023

California State University - East Bay - Hayward, CA

Currently working

Theater Credential 210186326: Theatre Credential (Intern) , 05/2022

California State University - East Bay - Hayward, CA

- Continuing education in Theatre and Dance
- Theatre Credential Expected May 2022
- Dance Credential add-on expected August 2022
- One of 25 in the first cohort of Theatre educators to receive their credential in over 40 years.
- Completed professional development in:

• Culturally Responsive Teaching (All Content Areas)

• Integrated and Designated Support for English Learners

• Culturally responsive Learning

• Introduction to Universal Design for Learning with Dr. Katie Novak Webinar Series

Bachelor of Science: Developmental Psychology, 05/2014

University of Phoenix - Tempe, AZ