

Jessica Claire

Montgomery Street, San Francisco, CA 94105
(555) 432-1000 - resumesample@example.com

Professional Summary

DETERMINED, optimistic, accomplished educator dedicated to improving educational experiences of students and co-workers through team leadership, innovation, proactive approaches and positive relationship building. Experience spans 20 years successful teaching in the classroom environment and 4 years management in the service industry that demonstrate a dedication to accomplishing objectives through training that motivates, builds teamwork and meets high standards. Committed to driving change, adaptability, reliability and the ability to self-assess.

Skills

- Organizational leadership
- Team building
- Co-Teaching Strategies
- RESA and Student Intern Mentor
- Effective Communications
- Discipline management (PBIS)
- Team collaboration
- Performance evaluations
- Parent Advisory
- Articulate

Work History

- 08/2011 to Current

Grade 9 Teacher: History and English Language Arts
Trimble Local Schools – City, STATE

 - Create engaging lesson plans, fostered culture of discovery and provide well-organized classroom structure to help students succeed in program
 - Select and requisition appropriate books and instructional aids to complement lesson plans
 - Help students develop important learning skills and good study habits useful in trade school or college education
 - Member of Building and District Leadership Teams. Plan and develop solutions to ensure quality of education for students
 - Cooperating Teacher with Ohio University supervisors. Prepare and evaluate professional interns and student observers
 - RESA Teacher Mentor. Guide new teachers with school curriculum, procedures, and classroom management best practices. Prepare Year 1 and Year 2 Resident Educators for successful completion of RESA program
 - Facilitator for Parent Advisory Council. Plan, organize, and facilitate events to enhance parent and community involvement in positive development of high school students
 - Co-Advisor of Senior class. Collaborate with co-worker and members of senior class to plan senior trip and graduation ceremony. Budget and allocate funds. Fundraising if needed
 - Student Learning Objective Committee, TLTA representative. Ensure quality OTES, SLO and SGM implementation
 - Positive Behavior System Planner. Planned, implemented, and evaluated positive behavior system. Collected behavior data to develop format appropriate for high school using board adopted system
- 10/2010 to 07/2011

Grade 6 Teacher: Science, Math, Language Arts
Trimble Local Schools – City, STATE

 - Kept classroom environments consistent and focused on learning by establishing and enforcing clear objectives
 - Collaborated with other sixth grade teachers to ensure effective teaching and quality learning
 - Established positive rapport with all students and parents through home calls, emails and Parent Advisory Council
 - Diversified teaching techniques and learning tools help students with differing ability levels and varied learning modalities
 - Professional development designed to practice and implement various co-teaching strategies
- 08/2008 to 05/2010

Grade 3 Teacher: Self-contained
Trimble Local Schools – City, STATE

 - Promoted exploration of building blocks of learning by leading diverse, hands-on activities
 - Drove student learning by establishing clear classroom plans and group objectives, as well as actionable strategies to achieve each goal
 - Established and enforced rules of behavior to drive social development and maintain positive interactions
 - Designed daily lesson plans customized to student needs
 - Built positive relationships with parents to involve families in educational process
 - Collaborated with administrators on classroom policies, management strategies, and discipline
 - Reading collaboration with middle school English and second grade classes to integrate readers' theater
 - Member of Building Leadership Team. Created five-year building plan; validated plan strategies by interpreting collected testing data; reinforced use of differentiation in classroom
- 01/1999 to 05/2005

Grades 3-5 Teacher: Self-contained
Grace Academy – City, STATE

 - Enhanced student learning by optimizing wide range of instructional approaches and innovative classroom activities
 - Cooperating Teacher with Ohio University supervisor. Prepared and evaluated professional interns
 - New Teacher Mentor. Guided new teachers with school curriculum, procedures, and classroom management
 - Curriculum Development Team. Developed standard based supplements for whole school curriculum

Education

- 2013

Master of Science: Educational Administration
Ohio University - Athens, OH
- 2008

Bachelor of Science: Middle Childhood Education
Ohio University - Athens, OH
- 1991

Bachelor of Arts: Elementary Education
West Virginia Wesleyan College - Buckhannon, WV

Certifications

- Principal:** PK-6, 4-9, 7-12, Ohio
- Middle Childhood Professional:** 4-9 English and Social Studies, Ohio
- Early Childhood Professional:** PK-3; 4-5 Endorsement, Ohio
- Elementary Education Provisional:** K-6, Pennsylvania