

# JESSICA CLAIRE

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 100 Montgomery St. 10th Floor

## PROFESSIONAL SUMMARY

Respectful Adapted Physical Educator promoting a healthy and active lifestyle for students by teaching skills and educating and encouraging. Ready to take on role in busy public school with room for advancement. Skilled in working under pressure and adapting to new situations and challenges to best enhance their needs. Enthusiastic and eager to contribute to team success through hard work, attention to detail and excellent organizational skills. Reliable employee seeking Physical Education position with 35 years experience in Elementary PE and Adapted PE. Teacher with over 35 years of successful experience in Adapted PE and Elementary PE. Recognized consistently for performance excellence and contributions to success in student growth. Strengths in relationships and backed by training in kinesiology.

## SKILLS

- Multitasking abilities
- Flexible & Adaptable
- School policies understanding
- Lesson Planning
- Physical education needs
- Teamwork
- Organization and Time management
- Written Communication
- Data management
- Compassion
- Responsible
- Conflict resolution
- Recordkeeping skills
- Student and parent relations

## EDUCATION

**LSU**  
Baton Rouge, LA • 05/2008  
*Masters of Science And Plus 30:*  
Kinesiology

**Southeastern Louisiana University**  
Hammond, LA • 12/1986  
*Bachelor of Arts:* Kinesiology

**Baker High School**  
Baker, LA • 05/1981

**High School Diploma**

## WORK HISTORY

**Total Education Solutions - Adapted Physical Education Teacher**  
Lynwood, CA • 08/2007 - 04/2021

- Wrote or modified individualized education plans (IEPs) for students with intellectual or physical disabilities.
- Encouraged and worked with young students on IEP goals to develop gross motor skills.
- Provided instructions to students using appropriate terminology to provide optimal support and keep individuals well-informed on changing policies and new educational materials.
- Established and maintained standards of behavior to create safe, orderly and effective environments for learning.
- Helped cultivate interest in overall wellness by implementing interactive and fun fitness activities.
- Resolved conflicts and negotiated mutually beneficial agreements between parties.
- Developed and maintained courteous and effective working relationships.
- Worked closely with parents, teacher and para profession to maintain optimum levels of communication to effectively and efficiently complete projects.
- Interacted with other members of team in staff and IEP meetings to discuss student progress and adjust plans to meet changing demands
- Adapted instructional techniques to age and skill levels of student
- Performed duties in accordance with applicable standards, policies and regulatory guidelines to promote safe working environment

**Total Education Solutions - Adapted Physical Education Teacher**  
Fairlawn, OH • 08/1998 - 08/2007

- Wrote or modified individualized education plans (IEPs) for students with intellectual or physical disabilities.
- Adapted instructional techniques to age and skill levels of students.
- Helped cultivate interest in overall wellness by implementing interactive and fun fitness activities.
- Identified and participated in variety of different activities with students to enhance muscle development.
- Performed Testing Coordinator Duties for 5 years and contributed to committee for 3 additional years.

**Manteno CUSD - Elementary School Physical Education Teacher**  
Manteno, IL • 11/1989 - 06/1998

- Utilized knowledge of biology, anatomy and kinesiology to design safe and effective exercises.
- Managed and maintained school equipment and facility grounds.
- Completed documentation of classroom and individual recordkeeping.
- Provided creative, structured environment for children, ages 4 and up.
- Complied with state and federal standards for physical fitness benchmarks and exercise programs.
- Kept classroom environments consistent and focused on learning by establishing and enforcing clear objectives.
- Conveyed health and well-being concepts beyond physical fitness.
- Planned and executed special programs and events; such as walking field trip to community walking trail.
- Chaperoned field trips to Bowling Facility to maintain safety and encourage learning thru experience of performing skills outside of classroom.
- Taught students subject-specific material, learning strategies and social skills.
- Helped students develop self-esteem and life skills by fostering healthy conflict-resolution, critical thinking and communication.
- Organized classroom supplies and decorated walls to create fun, nurturing settings and meet learning needs.
- Assessed student progress by administering fitness tests.
- Built positive relationships with parents to involve families in educational process.

## ACCOMPLISHMENTS

Asked to be the coordinator for Special Olympics for the Zachary School District for many years.  
• Supervised team of 20 staff members.