

FIRST + LAST NAME

[email@email.com](#) | Phone: 123.456.7890 | City, ST | [LinkedIn Profile](#)

Teacher

Compassionate, creative and effective teacher and teacher-leader with valuable experience in classroom administration, professional development, and project planning. Extensive experience in the education environment as a student-centric instructor, academic facilitator and instructional coach. Equally effective whether performing independently or as a member of a teaching team. Well versed in the technology of education, both classroom and online.

Areas of Expertise

- K-12 Education
- Higher Education
- e-Classroom Protocol
- Electronic File Assessment
- Collaboration/Consultation
- Student Accommodations
- Blackboard Software
- Waypoint Software
- Microsoft Office Suite

Professional Experience

SCHOOL | CITY, ST

Month YYYY to Present

GUEST TEACHER

Serving as long-term substitute for K-12. Effectively executing the classroom teacher's lesson plans and supervising the classroom to ensure order and safety. Adaptable to various classroom environments and conflict management.

- Collaborated with the classroom teacher initially to establish lesson plans and coordinate the transition of the classroom while the original teacher was on leave.
- Develop relationships with fellow teachers to promote team work and efficiency.

PUBLIC LIBRARY | CITY, ST

Month YYYY to Month YYYY

LITERACY TEACHER

Provided age and level appropriate, individually-designed reading, writing and composition support via one-on-one instruction to individuals seeking alternative high school completion certification, developmental students and students enrolled in higher education.

- Assisted 25 students ranging from 18-45 years old in receiving their GED.
- Optimized organization and flow of literacy program.

ACADEMY | CITY, ST

Month YYYY to Month YYYY

LITERACY TEACHER / LEADER

Supervised as administrator and collaborated with teaching colleagues to design and deliver literacy support and individualized instruction for students aged four through adulthood.

- Provided instruction and guidance focused on reading, composition, academic writing, essay writing, and grammatical construction to high school and university-level students.
- Reviewed students through assessment techniques including diagnostic, interim/benchmark, formative, summative, norm-referenced, and criterion-referenced methods, both formally and informally.