

# Curriculum Vitae

# Tachelle Wilkes

CALL {347-613-6332} EMAIL {Tachelle@femmixx.com} ADDRESS {2224 Strauss St., Brooklyn, NY 11212}

## AREAS OF EXPERTISE

- Accomplished Writer
- Curriculum Developer
- Assessment Tools
- Guided Reading
- Literature Circle
- Workshop Facilitator
- Individualized Education Plans
- Creative Lesson Planning
- Student Motivation
- Parent-Teacher Communication
- Healing Infused Education

## TESTIMONIALS

“I hired Tachelle as a blog writing coach and she has been phenomenal. The quality of my writing has improved faster than I ever imagined and the process has been enormous fun. I’m now pumping out really high-quality articles that are moving and inspiring my readers.”  
— M. Fourman

Dedicated, resourceful, and goal-driven professional educator and workshop facilitator with a commitment to the social and academic growth and development of every student.

An accommodating and versatile individual with the talent to develop inspiring hands-on workshops that will capture a student’s imagination and prepare them for success.

Aptitude to remain flexible, ensuring that each person’s learning styles and abilities are addressed.

Superior interpersonal and communication skills to foster meaningful relationships with students, parents and staff.

## PROFESSIONAL EXPERIENCE

### Curriculum Writer / Workshop Vendor

Femmixx Brooklyn ~ September 2012– Present  
I develop English curriculum for grades 6-12. I facilitate parent workshops to improve children’s literacy. I also manage self-esteem workshops for girls and teacher workshops on using the novel Amanda’s Ray to engage students.

### Certified English Teacher (10th grade)

El Puente High School, Brooklyn ~ 2006-2012  
I instructed English classes to tenth grade students and served as support for special education. Augmenting student learning through one-on-one instruction, ensuring a comfortable learning experience and ability to actively participate in the learning process.

### Teacher

Bell Foundation, New York ~ 2005-2006  
I developed and taught reading strategies to kindergartners and fifth graders. I increased literacy levels by devoting additional time to reading and I effectively altered lessons to accommodate lower reading and language levels and implemented positive regard strategies.

### Adjunct English Professor

College of New Rochelle, Bronx ~ 2005-2007  
In this role I facilitated courses such as: Library As A Research Tool, Translating Experience Into Essay, and Modes of Analysis. meet the academic, intellectual and social needs of students.

EDUCATION AND  
QUALIFICATIONS

Brooklyn College, 1999  
MA in English and American  
Literature.

North Carolina Agricultural  
and Technical State University,  
Cum laude, 1997  
BA in English with a  
concentration in secondary  
education.

PERSONAL  
QUALITIES

Patient, compassionate and  
Trustworthy.

TECHNOLOGICAL  
PROFICIENCY

Word, Publisher, Excel, Data  
compilation and Internet  
Research.

REFERENCES

Bevon Thompson  
202-560-8027

Erick Fischer  
718-715-5018

Certified English Teacher (9th grade)  
Bedford Academy High School, Brooklyn, NY ~ 2003-2004  
I instructed English curriculum, designing and developing programs to  
meet the academic, intellectual and social needs of students.

Teacher (9th-12th grade)  
Thomas Jefferson High School, Brooklyn, NY ~ 2002-2003  
I instructed and developed curriculum for English, ESL,  
communication arts, creative writing, and self-esteem classes to high  
school students with diverse learning abilities.

Parent Organizer  
Medgar Evers College, Brooklyn, NY ~ 2000-2001  
I advocated parents for their children’s education by offering guidance and  
organizing workshops. I facilitated literacy workshops for parents. There  
was a strong element of PR work to this role that included; continued  
contact with parents, schools, and media via telephone and fax. I was  
responsible to book interviews for the director of the Parent Leaders  
Program. I managed special projects such as graduation and wrote press  
releases when required.

Employee Relations Editor  
Department of Transportation, NY ~ 1998-2000  
My role involved creating photo layouts, designing handbook formats. I  
researched, compiled, and edited safety & health information for  
publications such as: The Right to Know Handbook, and Safety and  
Health Handbook.

ACHIEVEMENTS & HIGHLIGHTS

Accomplished writer for Source Magazine, Vibe, One World, Redeye,  
College Bound, B-gyrl.com, Elemental Magazine, Special Supplements  
Newspaper, MLM Casting and other publications and venues.

Featured in media such as Scratch Magazine, Amsterdam Newspaper  
and on BBC Radio, WWRL Radio, ABC News and Hispanics Today on  
NBC.

Motivated students to take charge of their own learning and set their  
own goals. Documented progress, enhancing student improvement in  
both understanding and performance.

Maintained effective behavioral management by incorporating  
motivational workshops for girls’ self-esteem using positive  
reinforcement strategies.

COMMUNITY INVOLVEMENT AND RECOGNITION

My high school students have performed at the United Nations  
Conference on Healing Through the Arts.

Young Alumna Award from Brooklyn College for teaching, publishing  
and Lady Beat Maker documentary, October 2010.