Tutor on Wheels Learning Center

68- 60 Austin Street

Forest Hills, NY 11375

September 15, 2014

I am writing to convey my strong interest in joining your tutoring staff for the American history position. As I have studied the organization’s mission statement, goals, commitments, and the job description, I have become increasingly excited at the degree to which my education and experiences align with the requirements for this position. My undergraduate and graduate studies in history, philosophy, and religion, where I researched, analyzed, and interpreted historical perspectives and sources, provided me a well- rounded understanding of history and how it should be taught and studied. Coupled with my graduate work in education, where I studied educational philosophies, concepts, and practices, this knowledge provided me with the necessary tools which could be applied in classrooms.

The skills I acquired in researching and examining history will be extremely useful in this position. During my undergraduate and graduate work, I became competent in reading and comprehending the historical value of primary and secondary sources within specific contexts along with analyzing and deconstructing history using different interpretations and perspectives. Additionally, the skills I developed in studying educational theories and philosophies will be effective for this position. Throughout my graduate work in education, I have studied and applied many educational philosophies based on the teachings of Dewey, Vygotsky, and many other theorists. Furthermore, the educational curriculum at City College trained me for the common core standards of New York City, the regents exams, and how to apply this information into the curriculum of today’s classrooms. By acquiring these necessary skills and tools through research and practice, I am equipped with the competency to meet the needs of students.

Finally, I have hands- on experience working with students, from middle to high school, individually and within a classroom setting. As an eighth grade student teacher of American history, I was required to create unit and lesson plans, differentiate instruction, adhere to common core standards, and utilize the concepts of Danielson’s Domains. I also assisted the main teacher with other history sections and provided one-on-one instruction with students throughout the day. The students learning was scaffoled concerning the use of different concepts in analyzing history, how to use primary and secondary sources, ways in effective note taking, and modelled templates for essay writing.

My skills and experiences make me an ideal candidate for this position. Not only am I qualified for the position but, as a graduate of The City College of New York, I also bring first- hand knowledge of the power and value of providing students, from all backgrounds, with a comprehensive and well- rounded education. Finally, Tutors on Wheel’s commitment to encouraging students to “develop skills and abilities” and their mission to help students to become “productive human beings and future citizens” strongly resonates with me. I want to be a part of the team that fosters that mission.

I look forward to hearing from you soon.

Sincerely,

Leathett T. Jackson

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892 Lafayette Ave, New York, NY 11221 | [ltjackson86@gmail.com](mailto:ltjackson86@gmail.com) | 267-443-3324

**EDUCATION\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Bucks County Community College,** Newtown, PA September 2004- May 2006

**AA**, Liberal Arts

**Mansfield University,** Mansfield, PA September 2006- May 2009

**BA**, History

**UNIVERSITY OF KANSAS**, Lawrence, KS September 2009- May 2012

**MA**, Religion and Religious Theory

**University of Rochester**, Rochester, NY September 2012- December 2012

GPA: 3.75

**CITY COLLEGE OF NEW YORK**, New York, NY January 2013 – December 2014

**MA**, Secondary Education Social Studies

**PROFESSIONAL EXPERIENCE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

PS/MS 161 PEDRIO ABILIOUS SCHOOL, Harlem, New York January 2014- May 2014

Student Teacher, Grade 8

* Established a strong and respectful repertoire with the students
* Differentiated instruction, lesson plans, and classwork
* Conducting a master’s project research on the theories of Gee and affinity of spaces
* Graded and assessed students learning and overall progression of comprehension and understanding

UNIVERSITY OF KANSAS, Lawrence, Kansas September 2010- May 2012

Teacher Assistant, Freshman to Senior college students

* Maintained a professional but approachable relationship with the students
* Helped Students with organization, classwork, test
* Kept office hours and developed study sessions to provide extra help to students

**REVELVANT SKILLS­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Familiar with Microsoft operating system, Microsoft Word, Excel, PowerPoint
* Have worked with and are familiar with the common core standards for the state of New York
* Passionate world traveler, I have been to over 17 countries, providing me with an understanding of cultural relevance