**ELIZABETH RIEBLING**

**1623 3rd Avenue, Apt. 25B New York, NY 10128 (516) 375-8205** [**Elizabeth.Riebling@gmail.com**](mailto:Elizabeth.Riebling@gmail.com)

October 22, 2014

To whom it may concern,

I am writing to express interest in a tutor position at Tutors on Wheels.

Growing up with seven cousins born with the Autism Spectrum Disorder provided me with a passionate drive to become a valuable educator in the field of special education. I believe in the importance of building self confidence in children through an emphasis on positive reinforcements and setting goals that are realistic for children to reach in order to feel successful. I understand the impact having a child with a disability can have on a family. I am deeply committed to collaboratively working with parents, teachers, and related service providers to develop and implement an in-depth, individualized plan for success.

In addition to receiving a master’s degree in Inclusive Early Childhood Special Education, I am now pursuing an advanced degree in Applied Behavior Analysis with an expected completion date of May 2015. I am a life-long learner and have received several awards and scholarships based on academic achievement and contribution to the special education community. For the past two years I worked as a teacher’s assistant at Convent of the Sacred Heart and as a tutor to private families in Manhattan. With the help of technology, hands-on activities, cooperative learning, and differentiated instruction, I motivate my students based on their strengths and abilities. While I have enjoyed this experience, I greatly miss my days spent working with children with disabilities.

I look forward to the opportunity to discuss in detail how I can contribute further to the emotional, social, and academic development of the young children serviced by your agency and their families. Thank you in advance for your time and consideration.

Sincerely,

Elizabeth Riebling

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**EDUCATION**

**Hofstra University, Hempstead, New York Advanced Certification, Applied Behavior Analysis, Present**

**MSEd. Inclusive Early Childhood Special Education, May 2012**

**University of Rhode Island, Kingston, Rhode Island B.A. Communications, May 2004**

**Loyola University of Chicago, Rome, Italy, Spring 2003**

**RELATED EXPERIENCE**

**Convent of the Sacred Heart, New York, NY September 2012 – June 2014**

**Kindergarten Assistant Teacher**

* Responsible for creating and teaching original Singapore math lessons incorporating literature, movement, and interactive SmartBoard activities.
* Utilize differentiation of instruction and behavior management techniques to support individuals and small groups while engaged in Writer’s Workshop.
* Conduct daily reading sessions and provide individualized phonics activities to increase each student’s confidence and success.
* Provide small group remedial Singapore math instruction to third graders on a weekly basis.
* Administer admission evaluations to kindergarten and first grade applicants.

**Private Families, Manhattan, NY January 2012 - Present**

* Work 1:1 with English Language Learners and young children diagnosed with various disabilities including ADHD, sensory disorders, and fine motor delays.
* Create individualized lesson plans and goals based on each child’s abilities to increase social, academic, and emotional growth.

**St. Mark’s Bright Beginnings Preschool, Westhampton Beach, NY Summers 2011, 2012**

**Lead Teacher**

* Created developmentally appropriate lessons for a diverse group of typically developing children and children with disabilities.
* Collaborated with family and service providers to provide an enriching and supportive inclusive environment.

**Roslyn School District, Roslyn, NY January 2012 – May 2012**

**Student Teacher in K/1 self contained classroom and 1st grade inclusive setting classroom**

* Utilized SMART Board technology to create lesson plans and gather assessment information.
* Created lesson plans with differentiated instruction in order for all students to participate and succeed.
* Assisted teacher in behavior modification techniques and behavior plans.
* Observed ABA trials on students on a daily basis.

**Hofstra University Hempstead, NY January 2011 – January 2012**

**Fellowship Scholar**

* Provided academic support to Diane Schwartz, Director of Early Childhood Special Education and the department.
* Conducted extensive research for an upcoming special education text, particularly in the field of autism.
* Created a newsletter for the special education graduate program.

**Farmingdale School District, Farmingdale, NY January 2011 – January 2012**

**Substitute Teacher**

* Cooperatively co-taught with classroom teacher to achieve common goals.
* Administered classroom lessons while providing encouragement and support to pre-kindergarten students.
* Modeled acceptable behavior and utilized behavior management techniques in the classroom.

**United Cerebral Palsy Nassau County, Roosevelt, NY January 2011 – April 2011**

**Volunteer**

* Provided weekly assistance to head teacher in a preschool classroom for children diagnosed with a disability.
* Utilized verbal and manual prompts to assist child participation in classroom activities.

**Awards/Professional & Volunteer Organizations**: 2013 Autism Speaks century ride, 2013 Advisory Member to Hofstra University Special Education Grant Board, 2011-2012 Hofstra University Fellowship Scholar, 2010-2012 Kappa Delta Pi International Honor Society, United Cerebral Palsy Nassau County, New York Cares, Association for Metroarea Autistic Children, Council for Exceptional Children.