Dear Hiring Manager, January 16, 2013

I am writing to apply for an English tutoring position at Tutors on Wheels.  My name is Nalani Samuel and I am an Adjunct Lecturer at the City College of New York (CCNY). As a student and subject centered teacher I believe in stimulating conversation within the classroom by engaging students' interests and hobbies. I have a very creative teaching approach, which stems from my desire to share my love for literature, poetry, piano, music, and dance. I enjoy discussing any work of literature and am prepared to teach ELA because of my extensive study in my Bachelor's of Literature and Master's of Literature at CCNY. While working with MGI/Gear-Up I had the pleasure to tutor/assistant teach in multiple subjects, including ELA, Math, Global History, US History, and Spanish.

From May 2011 to June 2012, I worked in two different Bronx high schools (Hostos Lincoln Academy of Science and the Bronx High School for Medical Science).  At Hostos Lincoln Academy, I served as the MGI/Gear-Up College Adviser for the senior class and I was responsible for successfully applying 73 seniors to college.   I am proud to say that my students were awarded the Coca Cola Fellowship, Gates Millennium Scholarship, and Questbridge Fellowship this year. My positions at both high schools have been invaluable considering the amount of classroom experience I have gained in the last two school years.

As indicated on my attached Curriculum Vitae, I was first exposed to working with high school students while tutoring at Champion Learning Center, a program which focuses upon improving students' understanding of ELA, Math and History from grades K-12 in high needs schools.  After working with many averse students, I was further motivated by their significant achievement (all of my students improved by at least 30% by the end of their 30 hours of tutoring).

Teaching English is a passion of mine and I have wanted to become a teacher since as early as I can remember.  Whenever I learn something, immediately I am anxious to teach it to someone else. I believe that I would become a valuable asset to Tutors on Wheels considering my determination to provide all students with a solid and creative education.  I hope that we can setup a meeting in the near future to further discuss my teaching experience.

Thank you so much for your time and your consideration.  Please do not hesitate to contact me with any further questions.

My Best,

Nalani Samuel

[NalaniSamuel@gmail.com](mailto:NalaniSamuel@gmail.com)

(Cell) [646-234-5676](tel:646-234-5676)

Nalani S. Samuel

**3045 Godwin Terrace 6L ♦ Riverdale, NY 10463**

**(646) 234-5676 (Mobile) ♦ NalaniSamuel@gmail.com**

**EDUCATION:**

**The City College of New York**

* *Master’s of Arts in English Literature, Spring 2012*
* *Thesis Title- Collective Consciousness: Sharing Being through Phenomenology, Sensation & Perception in Virginia Woolf’s The Waves and in George Eliot’s Middlemarch*
* *Advisor: Chair Renata Miller*
* *Overall GPA: 3.97*

**The City College of New York**

* *Bachelor’s of Arts in English Literature, Spring 2010*
* *Overall GPA: 3.73*

**AWARDS & HONORS SOCIETIES:**

**-Sydney Jacoff Fellowship, The City College of New York, 2012**

* *Awarded to an excellent English graduate student pursuing further graduate study*

**-Summa Cum Laude, M.A. 2012**

**-Phi Beta Kappa (3.65+ GPA), Golden Key Honor Society (top 15% of class), Magna Cum Laude, B.A. 2010**

-**Dean’s List 2006-2010**

**TEACHING EXPERIENCE:**

August 2011-Present **The City College of New York (CUNY)**

*Adjunct Lecturer*

* World Humanities Literature and Writing Instructor in the English Department
* Teaching a Wide-array of Literature to Several Majors and Grade Levels
* Designing Syllabi for Students to Excel in Comprehension, Analysis, and Writing Skills

**Courses Taught:**

* WHUM 10200 - World Humanities II - From Eighteenth Century to Twentieth Century, Fall 2011 - Spring 2012
* FIQWS 10044 - Freshman Writing Inquiry Seminar – Music From Kerouac to Tupac, Fall 2012
* ENGL 21003 - Writing for the Sciences, Fall 2012 – Spring 2013

May 2011-June 2012 **RF CUNY Hostos Community College,** **MGI / Gear-up Program**

Bronx High School for Medical Science & Hostos Lincoln Academy of Science

*College Advisor and Tutor*

* College Advising for Seniors and Juniors (Applications, Essays, Scholarships & Financial Aid)
* Assistant Teaching and Substituting to Provide Additional Classroom Support
* Designing ELA / College Application Essay Curriculum along with Lesson Plans for Multiple Subjects
* Tutoring High School Students (Subjects: English, Global History, US History, Spanish, and Mathematics)
* Workshop and College Trip Planning for 70+ Students (including SAT Prep, CUNY Placements, etc.)

Dec 2010-Dec 2011 **Champion Learning Center**

*Professional Tutor*

* Specializing in ELA and Math for Grades K-12
* Tutoring Need-Based and At-Risk Students across the Bronx
* Student Education Reports and Progress Reports

**PROFESSIONAL DEVELOPMENT:**

-EDUC 10100, Introduction to Teaching, St. John’s University, Summer 2012

-CUNY CATW Certified (Writing Placement Test), Fall 2011

-Successful Completion of Teaching Pedagogy Course (Title V, CCNY), Fall 2011

**SKILLS:**

* Fluent in Spanish (speaking, writing, and reading)
* Excellent Communication Skills utilized for Student and Parent Outreach
* Microsoft Office (Word, Excel, Outlook, PowerPoint, Publisher), Google Documents
* Ability to teach art and music to beginners (piano, vocal, painting, drawing, etc.)
* Celebrated Poet, who has read at public festivals