**ALLISON L. MCCORMACK**   
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September 10, 2013

To Whom it May Concern:

The tutor position at Tutors on Wheels is one for which I believe I’d be a great fit. Attached is my resume for your perusal.

In May 2013 I graduated Wagner College with a Bachelor of Arts Degree in Music and Childhood Education, with a dual certification in Special Education. I currently possess New York State teaching certificates in both General and Special Education grades 1-6. During my undergraduate studies, I learned the importance of an all-inclusive curriculum. My teaching style is heavily guided by the constructivist learning theory.

My experience student teaching in a Title 1 high-needs school in New York City, where 84% of the students were English Language Learners, helped me realize the many ways in which English Language Learners can benefit from a strong literacy curriculum. As a prospective educator, I feel that it is my responsibility to aide in the elimination of the achievement gap. I believe that every student can succeed and will succeed when presented with appropriate recourses and incentives. In order to ensure a positive learning environment for all, it is important to establish a sense of community among learners as well as to provide opportunities for leadership within the classroom and school building; this is a collaborative effort. As an educator, I plan to establish a sense of community within my own classroom.

Thank you for your time and consideration. I look forward to hearing from you in the near future so that we can discuss how my education and experience would make a great fit for Tutors on Wheels.

Best Regards,

Allison McCormack

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**EDUCATION**

**Wagner College** Staten Island, NY

*Bachelor of Arts* – Music and Childhood/Special Education

Major GPA: 3.72 Cumulative GPA: 3.66

Founder’s Scholarship Recipient

Music Scholarship Recipient Wagner College Dean’s List FA 2009, FA2010, SP2011, FA 2011, FA 2012, SP 2013

**CLASSROOM EXPERIENCE AND FIELD WORK**

**Student Teaching,** PS 20, Staten Island, NY September- December 2012

***Second Grade Inclusive Education***- Responsible for core curriculum instruction, lesson and unit planning, state test preparatory activities for an inclusive class of 28 students, 10 of which had IEPs

Integrated technology into lessons to address needs of exceptional learners

Worked closely with the lowest level reading groups and implemented learning strategies which addressed personal needs

Implemented classroom management techniques which fostered a “safe space” for all learners

Facilitated daily lesson adaptations for 1 English language learner, as well as 10 other students with IEPs

***Fourth Grade General Education***- Responsible for core curriculum instruction, lesson and unit planning, state test preparatory activities for a class of 26 students

Prepared and co-taught lessons with cooperation teacher, collaborated on grade-level planning

**Classroom Observer and Assistant,** Staten Island, NY January 2010- May 2012

***Michael J Petredes School, IS 24, IS 21, PS 21, PS 20***

As part of the Wagner College Teacher Preparation Program, most courses require 20-30 hours of field placements in elementary and intermediate school classrooms to observe teaching styles and methods in general, inclusive, or special education classroom settings.

Observed and assisted in numerous CTT classrooms

Worked closely with and helped deliver and develop lesson plans for a self-contained 1st grade classroom

Facilitated a discussion with 7th grade students about future goals and the importance of continuing education

Worked within the confines of a music class setting, this helped me incorporate music and the arts into my general lesson plans and curriculum

**RELEVANT EXPERIENCE**

**Wagner College Center for Academic and Career Engagement**, Staten Island, NY

Fall 2012- Spring 2013

*Music Peer Tutor*

Offer assistance and tutor Wagner College students in music courses

Tutoring offered on a per diem basis

**Island Park School District Recreation**, Island Park, NY June 2011- Present

*Summer Recreation Aide*

Co- teach a class of approximately 13-15 pre kindergartners

Facilitate daily activities and lesson plans

Ensure a safe and engaging environment for all students

Use Fundations to teach early literacy skills

**Long Beach Youth and Family Services**, Long Beach, NY College Breaks, 2009-2011

*After School Program Tutor*

Tutored students grades K-8

Facilitated daily activities such as sports and crafts

Provided care for children enrolled in the after school program

**Magnolia Day Care Center,** Long Beach, NY College Breaks, 2009-2010

*Childcare Specialist*

Provided care for youngsters age 18 m/o- 3 y/o

Ensured a safe and friendly environment for all

Responsible for a class of approximately 9-12 youngsters

**Long Beach Youth and Family Services,** Long Beach, NY June 2005- August 2010

*Head Counselor, Summer Camp Program*

Responsible a group of approximately 8-12 children ages 4-7

Traveled to a new destination each day and provided safety while on trips

Responsible for communicating with camper’s parents on a daily basis as well as in the case of a minor emergency

**Spotlight Children’s Theater Academy,** Oceanside, NY September 2008- May 2009

*Choreographer*

Taught students ages 5-13 age appropriate choreography for theater productions

Worked as a stage hand during shows

Painted and created props, costumes and scenery for shows

**LEADERSHIP EXPERIENCE**

**Songfest 2012**Fall 2011- Spring 2012

*Chairperson/ Emcee*

Spearheaded the largest student run event on campus

Organized a fundraiser for St. Jude’s Children’s Hospital in which organizations raised over $2000

**Kappa Delta Pi Honor Society in Education**Fall 2012- Spring 2013

*Chapter Vice President*

Organize any and all philanthropic events

Responsible for all documents and paperwork of and for Kappa Delta Pi

**Tau Kappa Sigma Sorority** Spring 2013

*New Member Educator*

Organize and facilitate any and all New Member initiation ceremonies

**Tau Kappa Sigma Sorority** Spring 2012- Fall 2012

*Chapter Vice President*

Amended the constitution and bylaws of Tau Kappa Sigma

Maintained and revamped all necessary documents of and for Tau Kappa Sigma

**Tau Kappa Sigma Sorority** Spring 2011-Fall 2011

*Academic Standards Chair*

Kept records of sorority sisters class schedule and GPA

Assigned New Members academic mentors based on major and course load

Supervised each sister with the maintenance of a GPA of 2.5 or higher

**Tau Kappa Sigma Sorority**Spring 2011- Fall 2011

*Recruitment Chair*

Planned and organized any and all recruitment events and parties, including a full week of formal recruitment

Worked with a committee of 5 sisters

**National Panhellenic Council**Spring 2012- Fall 2012

*Chapter Vice President*

Planned all community service involvement

Executed any and all judicial processes

**Omicron Delta Kappa Leadership Honor Society** Spring 2012- Spring 2013

*General Member*

Assisted in maintaining and striving leadership qualities on campus and in the community