***Jennifer L. Cihla***

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312.933.5564

***SUMMARY***

An educator and facilitator of learning with a high degree of passion for working with children and young adults. Utilize creativity and art as a vehicle to stimulate and develop creativity and life long learning skills. Key strengths include but are not limited to experiential learning, collaboration, communication, art appreciation and ability to listen intently in order to build effective relationships.

***PROFESSIONAL HISTORY***

**Elementary Art Teacher - Art K-6th Grade**  2011-Present

Westfield School District

Westfield, WI

* Create and implement art curriculum while working with other art instructors
* Collaborate with general education teachers to create cross-curricular instruction
* Established and executed an elementary school art club
* Communicate with parents and teachers on a regular basis
* Assist the art department in preparing for district wide art show
* Designed art activities for the after school program and worked with students to complete homework
* Work to establish a positive and nurturing classroom environment
* Committed to reflecting and improving teaching performance
* Manage classroom environment by continually moving around and observing students
* Practice a facilitative style of teaching to inspire students to collaborate and learn by staying engaged
* Recognized for outstanding time management and planning skills in order to maximize quality of instruction with students

**Assistant Teacher** August 2007-December 2009

Milestones Programs for Children

Shorewood, WI

* Planned daily activities for multi-age classroom
* Supervised children between school and Milestones facility
* Interacted with parents at drop-off and pick-up points
* Served as a liaison between parents and teachers as needed

**Receptionist/Administrative Assistant** July 2006-August 2007

Compass Environmental, Inc.

Chicago, Illinois

* Directed client calls to appropriate personnel within the company
* Managed office-wide filing, copying, and typing in support of all departments, including sales, marketing, and accounting
* Reconciled credit card and cell phone accounts for company personnel
* Determined office supply needs and placed orders for supplies

**Driver Area Manager** May 2005-July 2006

Gourmet 2 Go

Arlington Heights, Illinois

* Received orders and organized drivers according to delivery schedules
* Updated driver and delivery information using QuickBooks, Excel, and Word
* Performed administrative tasks such as answering phones, printing menus, and organizing orders

***EDUCATION***

Concordia University, Mequon, Wisconsin August 2007-Present

M.S., Art Education

Columbia College Chicago, Chicago, Illinois August 2001-May 2004

B.A., Theater Design (Emphasis in Costume Design and Construction)

***CERTIFICATIONS***

Wisconsin teaching certificate, pre-K through 12 in Art 2010-2015

***AFFILIATIONS***

National Art Education Association (NAEA)

Wisconsin Art Education Association (WAEA)