

Sarah Mitchell

sarah.mitchell@email.com · 512-555-7890 · Austin, TX 78701

EDUCATION

University of Texas at Austin, Austin, TX

Bachelor of Science in Elementary Education, GPA: 3.7

May 2022

WORK EXPERIENCE

3rd Grade Lead Teacher

August 2022 – Present

Westlake Elementary School, Austin, TX

- Develop comprehensive lesson plans aligned with TEKS standards for 24 students
- Differentiate instruction for ESL students, gifted learners, and students with IEPs
- Increased average class reading proficiency by 23% through targeted interventions
- Integrate technology including Google Classroom and Seesaw to enhance engagement

Student Teacher

January 2022 – May 2022

Cedar Park Elementary, Cedar Park, TX

- Co-taught 2nd grade classroom of 22 students for 16-week practicum
- Designed and delivered full-day instruction independently for 6 consecutive weeks
- Implemented PBIS framework to maintain productive learning environment

LEADERSHIP EXPERIENCE

Grade Level Team Leader

August 2023 – Present

Westlake Elementary School

- Coordinate curriculum planning for team of 5 teachers serving 120+ students
- Lead weekly meetings to analyze student data and share best practices

After-School Tutoring Coordinator

September 2020 – May 2022

University of Texas Literacy Center

- Supervised reading program serving 35 at-risk elementary students twice weekly
- Trained 12 volunteers in evidence-based literacy instruction techniques

CERTIFICATIONS & SKILLS

- Texas Teacher Certification (EC-6 Core Subjects with ESL Supplemental)
- Proficient in Google Workspace, Microsoft Office, Seesaw, Canvas LMS
- Trained in Guided Reading, Responsive Classroom, Orton-Gillingham
- Bilingual: Conversational Spanish · CPR and First Aid Certified