**Tiffany J. Sande**

**12110 SW Camden Ln**

**Beaverton, Oregon 97008**

**Phone: (503) 781-7683**

**Email:** [**tiffjean78@gmail.com**](mailto:tiffjean78@gmail.com)

**EDUCATION:**

Beaverton High School: Graduated June 1996

Bright Horizons University: Child Development Associates (CDA) Completed –1/8/12

North Hampton College: Early Childhood Education Degree – Kindergarten to Grade 4 (Current Student)

* Currently enrolled in a Degree Program in Childhood Education at North Hampton College, in pursuit of my Degree and Teaching Credentials

**ADDITIONAL EXPERIENCE:**

Over 18 years of experience in the child care and youth development from Infant to Pre-Kindergarten. I have several years of specialized on-the-job training and have attended traditional classroom courses. These courses include multiple administrative and functional workshops. My formal instruction includes various continuing education training units and college level courses in pursuit of my Childhood Development Associates and Teaching Degree:

* Steps to Advance Children’s Physical and Intellectual Competence (32.5 Hours)
* Positive Ways to Support Children’s Social & Emotional Development (20 Hours)
* Planning a Safe & Healthy Learning Environment (25 Hours)
* Early Childhood Training Credit for 2013 (15 Hours)
* Currently Enrolled in College Course: EARL 107 Observation and Assessment

**COMPUTER & FUNCTIONAL SKILLS:**

* Light typing and word processing
* Operate Microsoft Office Suite Software
* CPR Certified
* Oregon Restaurant Education Foundation Exam
* Teaching Strategies GOLD Assessment Tool

**WORK HISTORY:**

**Lead Teacher**                       October 2009-Present

Bright Horizons – Beaverton, OR

* Responsible to create and develop curriculum and prepare children in all areas of academic and social learning in accordance with guidelines established by Bright Horizons Family Solutions and the National Association for the Education of Young Children (NAEYC).
* Create and foster a learning environment that empowers preschool children to be confident, successful, lifelong learners in the areas of math, language, art and science.
* Form strong partnerships with families to develop a sense of security and trustworthiness
* Support organizational mission, philosophies, values, goals, and policies
* Maintain positive, professional relationships with parents, children, co-workers and Bright Horizons Staff.
* Completed the Child Development Associates (CDA)
* Hand selected to attend the Oregon Association for Young Children conference

**Lead Teacher**                       June 1999-October 2005

The Children’s Garden

* Responsible for the general supervision and management of a class of children, planning and executing the educational program in accordance with the purpose and goals of the child’s day.
* Effectively trained, supervised, and utilized classroom assistants and primary floaters.
* Responsible to develop a high quality, age appropriate curriculum to successfully engage children and foster physical, emotional, cognitive and social development.
* Effective organizational and planning skills, and conducted regular formal and informal conferences with parents about the child’s school adjustment, classroom behavior, and developmental progress.

**Teacher’s Assistant/Floating Teacher’s Assistant** June 1997– June 1999

Nike

* Prepare periodic reports and Individual Development Plans, review with supervisor and parents.
* Work with parents to promote understanding encourage parent participation in school programs; attend parent group and Center functions.
* Supervise all activities to ensure safety at all times.
* Facilitate group learning, maintain order in a group, prepare children’s activities, and maintain forms and files recognize physical childhood diseases, children problems, recognize physical and emotional abuse, conflicts.

**Afternoon Assistant**           December 1994 – August 1997

The Children’s Garden

* Hired as an afternoon assistant, while I was attending high school.
* Supervise upkeep of all educational equipment and materials in assigned areas.
* Communicating with each child’s parent at the end of the day, and all closing duties in the center.