

Sukhleen Bhutta

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EDUCATION

Relay Graduate School of Education, New York, NY 2017-2019
Master of Arts in Education

Virginia Commonwealth University, Richmond, VA 2012-2016
Bachelor of Arts, English

GPA: 3.5

Awards: Dean's List

Activities: Ricochet Raas Dance Team; The Humanitarian Endeavor; RamTHON; Indian Student Association

EXPERIENCE

Special Education Teacher, New York, NY August 2017- Present
Bronx Compass H.S. NYC DOE

- Adapt and modify instruction to suit learning styles of students, including physical, behavioral, mental, and ESL challenged students.
- Plan and prepare daily lesson plans and materials on literature, grammar and vocabulary development.
- Teach the assigned courses in accordance with the New York State Standards for 9-10th Grade ELA.
- Teach the assigned courses in accordance with the New York State Standards for 9-10th Grade Living Environment.
- Create and update a student tracker to analyze testing data to make adjustments in lesson plan development.
- Engage in professional development facilitated by school administrative team.

Teach For America, New York, NY Summer 2017
Corps Member

- Selected from approximately 37,000 applicants nationwide to join national teacher corps of recent college graduates and professionals who commit two years to teach in under-resourced public schools.
- Participate in intensive summer training program to develop the skills and knowledge needed to achieve significant gains in student achievement. Simultaneously teach in summer school program run by Teach For America for students in New York City schools under the supervision of a faculty of experienced teachers.
- Engage in professional development, including seminars, discussion groups, workshops, readings, and learning teams specific to my teaching license area.

Democratic Party of Virginia, Richmond, VA August 2016 – November 2016
Campus Organizer

- Executed Get-Out-The-Vote efforts including canvassing and phone banking events with over 400 completed shifts to effectively increase voter turnout at Virginia Commonwealth University.
- Coordinated voter registration efforts/voter contact programs on campus and registered over 2,300 students.
- Built a long-term volunteer infrastructure with over 100 volunteers and motivated/empowered student volunteers.
- Created digital content to generate grassroots enthusiasm, recruit and retain volunteers on social media, including maintaining a Facebook group that grew to over 100 followers.
- Worked extensively with VAN to support a data-driven and metrics-based program, ensured data quality, cut turf, and create virtual phone banks.

COMMUNITY

VCU Ricochet Raas Dance Team September 2012 - May 2015
Captain/Member

- Managed and distributed budget received from Virginia Commonwealth University.
- Created institutional and organizational relationships with campus and local businesses to help fundraise for travel funds.
- Conducted and organized daily practices and created agenda for learning choreography for the year.
- Trained new team members and conducted tryout video routine to send to various competitions before deadlines.

The Humanitarian Endeavor August 2013 - May 2016
Treasurer, Secretary, Fundraising Co-chair

- Applied for semester funding from Virginia Commonwealth University, planned annual budget, managed bank account and kept track of spending.
- Wrote letters and emails for the organization regarding membership and upcoming events.
- Reserved rooms and space for events, meetings, and advertising.
- Organized fundraisers for board and team members to attend.

RamTHON

October 2015 - February 2016

Morale Committee Member

- Assisted with dance choreography and taught dance to attendees for 12-hour dance marathon event in order to raise funds for the Children's Miracle Network.
- Assisted with preparation and setup of the marathon.

PERSONAL

Singer/Songwriter

Fluent in Punjabi and Hindi