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WORK EXPERIENCE

Guilford County Schools, Teacher of English for Speakers of Other Languages (ESOL), August 2012-February 2015

- Serve on the School Improvement Team to propose, debate and implement school policy changes
- Facilitate communication between teacher and parents through the use of Interpreters via email, phone calls and conferences
- · Adapt Curriculum as needed to fit the needs of ESOL students
- Co--teach with teachers to ensure success of ESOL students in content classes
- · Ensure that ESOL students are receiving classroom and testing modifications in accordance with individual plans
- Communicate the needs of ESOL students to teachers
- Coordinate with School Testing Coordinator to facilitate the use of testing accommodations on State Tests
- Place new ESOL students in appropriate classes based on the results of the WIDA Academic Placement Test STAR Aquatics, *Swim Coach*, Fall 2009-March 2015
 - Coordinate volunteers at swim meets
 - Serve as Meet Director at swim meets
 - Run swim practice for all age groups
 - Ensure that the swimmers enjoy coming to practice and want to continue at a higher level
 - Prepare swimmers for competition by providing pre-race advice and post-race feedback
 - Critique and work to improve the stroke technique of individual swimmers
 - Ensure that the swimmers enjoy coming to practice and want to continue at a higher level
 - Prepare swimmers for competition by providing pre-race advice and post-race feedback

Bermuda Run Country Club, Head Swim Coach, Summer 2011-Summer 2012

- Communicated with parents through social media, email, and face-to-face interactions about meet schedules and updates
- Managed team of 3 Assistant Coaches to oversee practices and set meet lineups

Forsyth Home Educators, Head Swim Coach, Winter 2010

- Coordinated practices and meets
- Created meet lineups based on practice performance

Hampton Inn, Night Auditor, January 2011-September 2011

- Checked guests in and out of Hotel
- Closed and check balances on daily accounts

The Wake Forest Fund, Phone Operator, Wake Forest University, Fall 2009-Spring 2010

- Inquired about possible donations to the Wake Forest Fund and encouraging upgrades from previous donations
- Recorded billing information for credit card donations

Office of Residence Life and Housing, Resident Advisor, Wake Forest University, Fall 2007-Spring 2010

- Planned events for students to build community relations
- Oversaw residents who have judicial, custodial, or personal issues in an effort to enforce policy as well as ensure safety

Campus Recreation, Lifeguard, Wake Forest University, Fall 2006-Spring 2010

- Performed opening and closing duties at the on campus pool
- Ensured the safety of all faculty, staff and students who are using the pool for exercise or relaxation

Recreation and Parks Department, *Lifeguard*, Waterford, CT Summer 2004-Summer 2009, *Supervisor* Summer 2008, 2009, 2010, 2014

- Managed a team of 15 Lifeguards including assisted with scheduling and rotational shifts to ensure coverage of the entire beach area
- Orientated new Waterfront Directors to their position and the policies of the beach

EDUCATION:

University of North Carolina at Greensboro, Greensboro, North Carolina *Masters in Education, ESL* August 2012, GPA: 3.95 NC "M" License in Grades K-12 ESL, August 2012 Wake Forest University, Winston-Salem, North Carolina *Bachelor of Arts in History*, Minor in Classical Studies, May 2010 Cumulative GPA: 3.149, Dean's List for 4 Semesters