

Kaitlyn M. Smith
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OBJECTIVE

A teaching position in an elementary or special education classroom. Also interested in coaching and sponsoring clubs and organizations.

EDUCATION

B.S.Ed. Kutztown University of Pennsylvania May 2011
Major: Elementary/Special Education Kutztown, PA
Summa Cum Laude: 3.97

Lebanon Valley College May 2007
Major: Elementary/Special Education Annville, PA
29 credits earned

HONORS

Phi Kappa Phi, Honor Society Inducted 2010
Dean's List 2008 - 2011

TEACHING EXPERIENCE

Palmyra Area School District Palmyra PA
4th Grade, Long Term Substitute August 2013 - January 2014
- Implemented Singapore Math and WriteSteps programs
- Utilized CAFE and Learning Focused School strategies
- Collaborated lessons with 4th grade and learning support teachers

Dauphin County & Cumberland County Harrisburg, PA
Substitute Teaching August 2012 - June 2013
- Daily substitute in various school districts
- Autistic Support, Life Skills, General Education K-6

Schuylkill Haven Middle School Schuylkill Haven, PA
Long Term Substitute Teacher January 2012 May 2012
- 5th grade learning support with co-teaching
- Administered PSSA and PSSA-M's tests
- Developed IEPs using ESped

Hamburg Area School District Hamburg, PA
2nd Grade, Long Term Substitute August 2011-January 2012
- Implemented Saxon Math and SRA Direct Instruction
- Collaborated closely with co-workers to execute group lessons
- Held parent teacher conferences

Conrad Weiser West Elementary School Womelsdorf, PA
Teacher Candidate, Clinical Experience Spring 2011
- Planned and designed instruction in accordance to PDE SAS
- Differentiated instruction for various guided reading groups
- Interacted with parents during conferences

Conrad Weiser West Elementary School Womelsdorf, PA
Teacher Candidate, Clinical Experience Spring 2011
- Planned lessons for first through third grade learning support students
- Implemented direct instruction through SRA materials in all subject areas
- Participated in creation of an IEP and IEP meeting

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TEACHING EXPERIENCE CONTINUED

M.L. Lausch Elementary School Reading, PA
Professional Semester Student Spring 2010

- Observed and created lessons for autistic support classroom
- Interacted with students individually and assisted with social skills training
- Created and administered task analyses

Glenside Elementary School Reading, PA
Professional Semester Student Spring 2010

- Observed and developed lessons for a kindergarten classroom
- Participated in parent teacher conferences
- Engaged a diverse group of learners in lessons

RELATED EXPERIENCE

Case Management Unit, Non-Profit Harrisburg, PA
Supports Coordinator January 2014 – Present

- Secure and coordinate services for individuals with intellectual disabilities
- Write and maintain Individualized Support Plans (ISP)

The Clubs at Colonial Ridge Harrisburg, PA
Summer Activities/Camp Director May 2013

- Organized and supervised activities for campers ages 5-10
- Ordered supplies, established schedules and rules

Hamburg Area School District Hamburg, PA
JV Girl's Soccer Coach March 2012-June 2012

- Assistant coach of middle school team

Exeter Township Parks and Recreation Reading, PA
Head Playground Leader June 2006-June 2012

- Supervised 20-30 children at one time
- Built rapport with parents and family members
- Established routines and activities for entire camp

PROFESSIONAL DEVELOPMENT AND INVOLVEMENT

- Berks Undergraduate Research and Creativity Conference April 2011
- Elementary Student Assistance Program Training at Caron February 2011
- Kappa Delta Pi and Tri-County Reading Council Literacy Conference February 2010
- Population Connection Workshop February 2010
- The Pennsylvania State Education Association September 2010-Present

ACTIVITIES

- Active in Harrisburg Young Professionals events
- Volunteer at East Shore YMCA, Harrisburg
- Sponsorship Chair, Up 'til Dawn, Kutztown University; benefitting St. Jude Children's Research Hospital
- Lebanon Valley College Field Hockey (2007)