

## Alex D. Hoffman

### Education

- *The Pennsylvania State University*, University Park, PA Graduated: December 2008
  - Bachelor of Science in Secondary Education: Social Studies
  - Minors in Geography and Religious Studies
  - Cumulative Grade Point Average: 3.67
- *Temple University*, Philadelphia, PA
  - English as a Second Language Certificate Program Achieved: August 2013
  - GPA: 4.00
- *English Certification Achieved*, July 2016

### Professional Experience

- **Building Substitute (Pennfield Middle School):** October 2012- Current
  - For the past four school years, I have worked as a building substitute at Pennfield Middle School in the North Penn School District. It is a permanent position in which I am accountable for various roles in the building. I focused on building a rapport with the students, collaborating with colleagues, integrating administrative objectives and individual goals into teaching practices.
    - Position requires ability to teach all subjects and levels and adapt to a variety of teaching styles and situations when warranted
    - Position enabled me to reach out to upcoming assignments to collaborate and co-plan lessons
    - Pedagogy consists of a wide range of teaching strategies: classroom discussion, modeling, collaborative work, formative assessments, scaffolding, and providing feedback
    - Utilized multiple classroom management strategies built upon developing a positive rapport with students
    - Differentiated instruction based on student need and ability
    - Walked students through the research process and gave feedback at different stages: evaluated source credibility, developed and revised thesis, critically read and analyzed sources for appropriate support, and helped students organize their argument
    - Evaluated student work and entered grades into Eschoolplus
    - Proficient in Google Classroom, Microsoft Office, and other supplemental technological resources: Kahoot, EdPuzzle, Screencastify
  - Advised volleyball, chess, comic book, and guitar clubs
    - All clubs were created based on high levels of student interest
    - Worked with and taught students of various skill level
    - Focused on building relationships between students and developing interpersonal skills
    - Communicated with parents to keep them updated with student progress
  - Head Coach- ninth grade girls' field hockey (Fall 2016)
  - Assistant Coach – boys' tennis at North Penn High School (Spring 2017)
- **Special Ed Teacher Assistant for Extended School Year:** Summer 2016 and 2017
  - Worked in special education classrooms to assist learning and autistic support students in achieving their IEP goals, maintaining and extending progress made throughout the school year

- Collaborated with teachers and other assistants to plan, monitor, and differentiate instruction
- Collected data on behavioral goals
- **Curriculum Tutor for AP U.S. History:** August 2016- June 2017
  - Developed lessons, assignments, and evaluated work for a student out on medical leave
  - Instructed student how to critically read and analyze non-fiction including primary documents
  - Supplemented course material with relevant fiction passages, discussing author's purpose and audience response
  - Provided written and oral feedback to student's answers to AP open-ended questions
- **Long-term Substitute Teacher (Pennbrook Middle School):** November 2011- January 2012
  - Taught European History to 9<sup>th</sup> graders; classes included students ranging in ability from Special Education to AP level students.
  - Worked with gifted education teacher to meet IEP goals and increase rigor
- **Substitute Teacher:** Spring 2009- September 2012
  - Worked as a per diem substitute teacher in North Penn and Central Bucks School Districts.
- **Student Teacher:** August-December 2008
  - Taught both seventh grade geography and eighth grade American History at Unami Middle School in the Central Bucks School District
  - Helped run the Unami Historical Society and taught a number of students who were interested in History

### Related Experience

- February 2011-present: **Homebound and ESL Tutor**
  - Working with students who are medically homebound in a one-on-one environment
  - Worked with ESL students, mostly to improve writing skills and reading comprehension
- 2005-2007: **Lifelink PSU**-mentor to special needs students in high school and college
  - Helped students with school related and personal issues
  - Interacted with all students on a personal and social level through eating meals, playing games and having conversations.

*References available upon request.*