

Michele Zajac

Phoenixville, PA

Cell: 484.368.7534

Email: shellby078@gmail.com

Professional Summary

A Pennsylvania certified, K-12 Visual/Digital Arts Teacher with twelve years of teaching experience in a charter school setting. Instruction is based on the implementation of the Pennsylvania Visual Art Standards. A reliable staff and team member with excellent communication and organization skills, outstanding time management of maintaining lesson plans, effectively teaching, as well as, fabricating and painting props for various school events such as, but not limited to, dances, prom, and mock elections.

Core Competencies

- *Daily collaboration with team members
- *Attentive customer service
- *Proficient in Microsoft Office
- *Proficient in Google Apps for Education
- *Proficient in Adobe software
- *Distinguished skills in traditional and digital arts
- *Advance Placement Certified
- *Detail Oriented
- *Problem solving skills
- *Ongoing pursuit of learning
- *Video Editing

Teaching Experience

Renaissance Academy Charter School - Phoenixville, PA

2007 – Present

Visual and Digital Arts Teacher Grades 7-12

- Developed and implemented new curriculum for four new courses to include Graphic Design and Illustration, Digital Photography, Portfolio Preparation, and Advance Placement Studio Art.
- Responsible for prepping and hanging the student art show.
- Introduced students to real world artists/college representatives
- Displayed student work in local community and other public settings
- Instructed cross curricular art lessons for grades 1, 4, 5 (2005-2007)

Renaissance Academy Charter School - Phoenixville, PA

March– June 2005

Kindergarten Teacher Assistant

Renaissance Academy Charter School - Phoenixville, PA

March 2005 - Present

Related Responsibilities/Activities

- Yearbook Advisor
- Renaissance News Network Advisor
- Middle School girls Basketball Coach

Related Responsibilities/Activities continued:

- Produced various marketing materials/coordinated and organized Fundraising Events
- Designed, painted, and fabricated Homecoming, Prom, the school's ten year anniversary celebration, and various other dance/event decorations
- Proctored state testing exams
- Designed logos for Homecoming photos, as well as, numerous school events
- Glass Etchings of the school logo for the main office

Previous Work Experience Relative To Teaching

Moore College of Art & Design - Philadelphia, PA 2003 - 2005

- Reviewed Portfolios for potential applicants
- Traveled to National Portfolio Review Days around the US
- Traveled to College Fairs around the US

Education

Moore College of Art & Design - Philadelphia, PA

Bachelor of Fine Arts in Communication Design

Post Baccalaureate Art Education Certification Program

Immaculata University - Immaculata, PA

Master's Degree in Education

Affiliations

Black Rock Volunteer Fire Co. - Membership Secretary	Oaks, PA	2016 - Present
Black Rock Volunteer Fire Co. - Banquet Hall Asst. Manager	Oaks, PA	2014 - Present
Black Rock Volunteer Fire Co. - FireFighter	Oaks, PA	1999 - Present
Lower Providence Ambulance - Certified EMT-B	Lower Providence, PA	2012 - Present
Pennhurst Asylum Haunted Attraction - Actor	Spring City, PA	2010 - Present
Pennhurst Haunted Attraction - Build Crew Artist	Spring City, PA	2010 - 2013
Pennhurst Haunted Attraction - Makeup Artist	Spring City, PA	2010 - 2013
Greater Philadelphia Search & Rescue Team Dog Handler	Wynnmore, PA	2004 - 2006