



Janet A. Smith

2874 Orthodox Street, Philadelphia, PA 19137
Home 215-904-6944, Cell 267-974-3521, Business 215-468-0353
janetsmith2874@comcast.net

Objective

To obtain a position in a Special Education Classroom or a Pre K Teacher where I can use all of my skills, experiences, and my passion for education to facilitate a positive learning environment

Honors

Kappa Delta Pi International Honor Society in Education

Personal Interests

Volunteer at St. Nicholas of Tolentine Parish, Philadelphia, Pennsylvania
Volunteer at Roman Catholic High School Philadelphia, Pennsylvania
Volunteer at J.W. Hallahan Philadelphia, Pennsylvania
Volunteer at CARES program at St. Anthony of Padua Regional School Philadelphia, Pennsylvania
Volunteer at the Bridesburg Recreation Center
Volunteer at St. Anthony Padua Regional Catholic School

Education

Neumann University, Aston Pennsylvania
Master of Science in Education
GPA 4.0
Holy Family College, Philadelphia, Pennsylvania
Child Care, Minor, Psychology

Experience

St. Anthony of Padua, Philadelphia Pennsylvania

Pre K 3 Teacher, 2014 - 2015

Responsible for planning and implementing all lessons for students in classroom. Teaching across curriculum in a self-contained classroom. Responsible for collaborating with parents, administration, and faculty. Teaching to diverse students therefore responsible for utilizing differentiated instruction to meet individual students needs.

- Assist children with all bathroom needs. Set up snack and lunch for each child.
- Working with students that are experiencing a school environment for the first time.
- Assisting children that English is not their first language.
- Working with parents that have not dealt with a formal school setting.

SPIN, Philadelphia, Pennsylvania

Student Teaching, 2014 - 2014

Assisted with all teaching and activities in the classroom. The ages of the children in the classroom were 3 years old to 5 years old this was an Autistic Support classroom. Designed, developed and implemented many hands-on activities for the children in the classroom.

- Helped prepare all snacks for the children. Helped serve lunch to the children. Assisted in all bathroom needs. Engaged children in all outdoor activities and water play activities. Assisted staff with transitioning children from one activity to the other. Getting children safely from one building to the other. Working with children in small group or one on one in center activities.
- Participated in meetings with Behavioral Specialists.
- Prepared children for dismissal time.

St. Nicholas of Tolentine School, Philadelphia, Pennsylvania

Kindergarten Teacher, 1988 - 2012

Responsible for developing social skills, handwriting skills, and mathematical knowledge. Implemented activities to engage students in learning across the curriculum subjects. All lessons were taught with adherence to the Guidelines of the Archdiocese of Philadelphia. Most subjects were taught without the help of text books or work books.

- Assisted all children in eating snacks and lunches in classroom.
- Most children never experienced a school setting before this was their first time in school. It was my job to make them feel comfortable and help them make the transition from home to school.
- Worked with parents, staff, and administration to help run a smooth classroom and keep all means of communication open at all times.

Sullivan School - Child Care Center, Philadelphia, Pennsylvania

Pre - Kindergarten Teacher, 1983 - 1984

Development of social skills, shapes, sizes, pre-handwriting skills, and knowledge of numbers and alphabet. Responsible for planning and implementing daily activities. Responsible for collaborating with other staff members and parents. Responsible for keeping accurate records on all children.

Sullivan School - Child Care Center, Philadelphia Pennsylvania

Substitute Teacher, 1981 - 1983

Substituted at all grade levels.

Sullivan School - Child Care Center, Philadelphia, Pennsylvania

Office Aid, 1978 - 1979

Responsible for maintaining financial and medical records.

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Licenses

Office of Religious Education, 1997

Archdiocese of Philadelphia, Philadelphia, Pennsylvania

Level 1 Certification Office of Religious Education

Office of Religious Education, 1997

Archdiocese of Philadelphia, Philadelphia, Pennsylvania

Level 2 Certification Office of Religious Education

Pennsylvania Department of Educational Instruction I.

Certification in Early Elementary Education (PK-4) and Special Education (PK-8) (Pending completion of PECTS)

Personal References

- Available Upon Request

