

# April M. Chalfant

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## PROFILE

Highly motivated and extremely organized with a strong work ethic. Exhibits patience and flexibility that allows for easily establishing rapport with others. Possess substantial desire to encourage and help others improve their quality of life. Asserts managerial qualities that nurture teamwork and collaboration.

## EDUCATION

**East Stroudsburg University of Pennsylvania** August 2015

Masters of Reading with Reading Specialist Certification

**East Stroudsburg University of Pennsylvania** May 2009

Bachelor of Science, Special Education

Pennsylvania State Teaching certification – Special Education

Highly Qualified-English, Family Consumer Science, Social Studies

GPA: 3.9

Academic Dean's List

Fall 2007, Spring 2008, & Fall 2008

Sigma Pi Epsilon Delta - Special Education and Rehabilitation Honor Society

2008-2009

Exceptional Academic Achievement Award

April 2009

American Association for University Women Scholarship

## RELATED EXPERIENCE

**Stroudsburg Area School District** | Stroudsburg, PA January-May 2014

*Reading Tutor*

- Provided support for struggling readers ages 5 and 11
- Administered a variety of assessment procedures for determining ability levels
- Created lesson plans that focused on learner needs
- Collaborated with other professionals to develop plans for intervention

**JT Lambert and Clear Run Elementary** | East Stroudsburg, PA & Tobyhanna, Pa January-May 2009

*Student Teacher 4<sup>th</sup> grade Learning Support & 6<sup>th</sup>-7<sup>th</sup> grade Life Skills*

- Modified lessons for individualized instruction
- Developed unit plans to align with curriculum and state standards
- Organized classroom management systems based on diverse abilities
- Modeled and implemented positive behavior supports

**JT Lambert Intermediate School** | East Stroudsburg, PA January-May 2008

*Math Tutor*

- Facilitated lessons for struggling 6<sup>th</sup>-8<sup>th</sup> grade math students
- Guided students through technological support
- Motivated students through activities and encouragement

**West Ridge Church & Church of the Savior** | Dallas, Ga & Wooster, Oh 1996-2000

*Sunday School Teacher*

- Developed lessons and activities for 2 and 3 year old students
- Guided students through character and community building instruction
- Managed cooperative learning techniques

## OTHER EXPERIENCE

**Colonial Intermediate Unit 20** | Easton, PA

October 2014-present

*Transition Coach*

- Coach students through proper job skills
- Transport students to and from job site
- Instruct students on proper social skills as it pertains to school, family and work relationships
- Complete job evaluations for student report cards and IEP input

**Victoria's Secret** | Stroudsburg, PA

November 2012- present

*Sales Associate*

- Assist clients with individualized product choice and service
- Ensure proper checkout procedures for clients
- Perform shipment receipt tasks per company standards
- Collaborate with co-workers on best practices for ensuring quality customer service

**East Stroudsburg University** | East Stroudsburg, PA

January 2012-August 2015

*Work Study and Graduate Assistant*

- Provide guided campus tours for prospective faculty
- Plan and organize student field experience placements
- Compile and submit course objectives for the National Council for Accreditation of Teacher Education
- Offer technological support for faculty instruction
- Research various topics for faculty

**Northwood Family Practice** | Stroudsburg, PA

June 2009-May 2011

*Medical Receptionist*

- Scheduled patient and pharmaceutical representative appointments
- Verified patient insurance coverage
- Coded patient statements for billing purposes
- Acted as liaison between physician and patient

## LEADERSHIP and ADDITIONAL TRAINING

- 30 credits of Speech Language Pathology coursework
- Professional Development in K-2<sup>nd</sup> grade Autistic Support classroom
- 15 years as a stay-at-home-mom overseeing home and family responsibilities along with four relocations to other states
- Special Olympics, volunteer
- Temple Baptist Church, Head Librarian-volunteer
- Equi-librium Equine Therapy, side helper
- Church of the Savior and Temple Baptist Church Vacation Bible School, volunteer
- Tesago Elementary; computer lab aide, classroom mom, and costume committee member
- Hamilton Elementary; library assistant

## AFFILIATIONS

**Council for Exceptional Children**

2008-2009

*Professional Member*

**Pennsylvania State Education Association**

2007-2010

*Professional Member*

**Stroudsburg Music Supporters**

2007-2014

*Professional Member*