

Tara M. Heller

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18 Country Drive
Apartment 7
Leola, PA 17540

OBJECTIVE To obtain an elementary teaching position

CERTIFICATIONS Elementary Education (K-6), Mid-Level Mathematics (7-9)

EDUCATION Completed 27 credits toward a **Master of Science in Reading with a Pennsylvania Reading Specialist Certificate**, January 2012- present
Wilkes University, Wilkes-Barre, PA 18766

Bachelor of Science in Elementary Education, May 2009
Major: **Elementary Education** Minor: **Reading**
Shippensburg University, Shippensburg, PA 17257
Accredited by the National Council for the Accreditation of Teacher Education (NCATE)
Honors: Graduated Summa Cum Laude (QPA: 3.928)
Kappa Delta Pi: International Honor Society in Education, Inducted Fall 2007

TEACHING EXPERIENCE Substitute Teacher, Pre-K-8th grade, September 2013- May 2014
Substitute Teacher Service, Lancaster, PA

- Instructed various grade levels and subjects in Lancaster County schools

Brecknock Elementary School, Kindergarten, August 2011- June 2013
Eastern Lancaster County School District, Denver, PA

- Collaborated with team teachers and Title I tutor for planning and instruction
- Instructed Extended Day Kindergarten to provide reading interventions
- Developed a new district kindergarten curriculum aligned to the Common Core
- Collaborated with a kindergarten report card team to develop a new report card
- Instructed students from the Life Skills and Autistic Support classrooms
- Trained in Nonviolent Crisis Intervention
- Communicated with parents using a classroom blog

Melrose Elementary School, Kindergarten, August 2010-June 2011
Harrisburg School District, Harrisburg, PA

- Instructed reading through a Balanced Literacy framework
- Administered DRA, DIBELS, and running records
- Supported the school-wide events of Pennies for Patients fundraiser for the Leukemia and Lymphoma Society and a school Pot Luck Dinner

Ben Franklin Elementary School, 2nd grade, August 2009- June 2010
Harrisburg School District, Harrisburg, PA

- Instructed reading through a Balanced Literacy framework
- Administered DRA, DIBELS, and running records
- Utilized Response to Intervention methods with team teachers
- Collaborated with team teachers on learning activities and bulletin boards

**STUDENT
TEACHING**

Greencastle-Antrim Elementary School, 4th grade, January 2009- April 2009
Greencastle Antrim School District, Greencastle, PA

**RELATED
EXPERIENCES**

Museum Aide, October 2012- present
Hands-on House Children's Museum, Lancaster, PA

- Provide customer service needs
- Supervise birthday parties and educational experiences

Coach, spring 2009- summer 2013
Marietta Youth Athletic Association, Marietta, PA

- Coached girls recreational softball (10 Under- 14Under)

Coach, spring 2011
Chickies Rock, Lancaster, PA

- Coached girls 13 Under AAU basketball

Tutor, summer 2010
Private Tutoring, York, PA

- Planned and implemented reading interventions for a second grader

Coach, winter 2010
Mount Calvary Christian School, Elizabethtown, PA

- Coached girls varsity high school basketball

Kids Center Group Supervisor, May 2008- August 2009
Greater Elizabethtown Area Recreation and Community Services, Elizabethtown, PA

- Supervised students in before-and-after school program and summer program

**LEADERSHIP/
INVOLVEMENT**

Co-chair: Relay for Life of Westlancaster, fall 2012- present
Organizational Committee: Relay for Life, summer 2011- present
Team Captain: Relay for Life, spring 2011- present
Secretary: Council of Zion Evangelical Lutheran Church, winter 2013- winter 2014
Church Council member: Zion Evangelical Lutheran Church, winter 2011- winter 2014
Secretary: Marietta Youth Athletic Association, winter 2011- winter 2012