**Alison Busby**

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### Objective

To obtain a position as an Elementary K-6 or a Special Education N-12 teacher

### Education

Waynesburg University, Waynesburg, PA   
**M.Ed. in Instructional Technology, Specialist Certification and Concentration in Online Teaching**

GPA: **4.0** June 2012 – May 2014  
**B.A. in Elementary and Special Education**

GPA: **3.85** August 2008 – May 2012

**Certifications**

* Pennsylvania State Teaching Certification: Elementary Education K-6
* Pennsylvania State Teaching Certification: Special Education N-12
* Pennsylvania State Educational Specialist I: Instructional Technology Specialist K-12

**Teaching Experience**

Huntington Learning Center, Washington, PA

* ***Tutor – K-12 (November 2015 – Present)***

Provide one-on-one or small group tutoring in reading, writing, study skills, math, phonics, spelling and vocabulary to students in grades K-12.

Greene County Career and Technology Center, Waynesburg, PA

* ***Learning Support Facilitator – 10th – 12th Grade (August 2015 – Present)***

Provide learning support services to students. Work with instructors to ensure the successful implementation of specially designed instruction for each student. Attend IEP meetings and work with local school districts to set up appropriate services for a student to be successful in their chosen program.

* ***Math Coach – 10th – 12th Grade (September 2014 – June 2015)***

Developed math practice journals based on course competencies and PA Core Standards. Provided math support for students and teachers. Conducted math tutoring sessions to prepare students to take their end-of-the year assessment. Presented lessons that apply key math theorems for the NOCTI or Keystone tests. Assisted teachers in Lesson Planning Development, including identifying PA Common Core Standards that apply to their Skills Task List in lessons.

* ***Transition Coach – 10th – 12th Grade (September 2014 – June 2015)***

Developed resources to help students as they prepare to transition to post-secondary. Helped students prepare to take ASVAB and TEAS. Developed and facilitated interest inventories and career search activities. Taught students test taking strategies for the NOCTI and certification tests.

Teaching with Primary Sources (TPS) Program at Waynesburg University, Waynesburg, PA

* ***Assistant Online Facilitator – TPS Level II: NHD Resources at the Library of Congress (September – November 2014)***

Provided technical support for course facilitators and participants in Blackboard and Blackboard Collaborate. Tracked attendance and assignment completion using Google Apps.

* ***Assistant Facilitator – TPS Level II STEM: Using Primary Sources to Address Science, Technology, Engineering and Math (STEM) Across the Curriculum (May 2015)***

Provided various types of support and assistance for course facilitator and participants during a two-day face-to-face professional development workshop. Tracked attendance and assignment completion using Google Apps.

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**Student Teaching Experience**

Washington Park Elementary/Intermediate/Middle School, Washington, PA

* ***Student Teacher – K-4 Life Skills (Fall 2011)***

Taught reading, language arts and math to a diverse group of learners. Differentiated instruction to meet the needs of students. Developed hands on learning activities to engage students in the content.

* ***Student Teacher – 5-8 Life Skills (Spring 2012)***

Taught reading, language arts, math, science and social skills. Evaluated and adapted lessons to meet diversified learning styles.

* ***Student Teacher –Kindergarten (Spring 2012)***

Taught reading, language arts, math, and handwriting. Utilized technology in daily lessons by incorporating the classroom interactive white board. Used varied teaching strategies including simulations and cooperative learning.

**Work Experience**

Margaret Bell Miller Middle School, Waynesburg PA

***Cheerleading Coach September 2014 – Present***

* Train and supervise the performance of the cheerleaders
* Instruct participants on proper cheerleading technique and safety
* Analyze and develop new routines to be performed by cheerleaders

Waynesburg University, Waynesburg, PA

***Cheerleading Coach*** ***May 2012 –Present***

* Train and supervise the performance of the cheerleaders
* Instruct participants on proper cheerleading technique and safety
* Analyze and develop new routines to be performed by cheerleaders
* Manage finances, fundraisers and equipment purchases
* Schedule and facilitate mascot appearances

***Graduate Assistant*** *– Teaching with Primary Sources Program, Library of Congress* ***June 2012 –June 2014***

* Developed press releases for TPS events and reviewed grant applications
* Assisted with professional development course preparation and facilitation
* Created publications and advertisements for local and regional events
* Prepared digitized primary sources for classroom use

***Resident Assistant August 2009 – May 2010***

* Provided paraprofessional advising and counseling for thirty undergraduate students
* Developed and conducted programs on a variety of topics, including diversity and accepting the differences of individuals with special needs (Spread the Word to End the Word)
* Managed administrative tasks including room inspection reports and maintenance requests
* Conducted rounds throughout two residence hall buildings to ensure security and enforcement of University policies

Schreiber Pediatric Rehab Center of Lancaster County, Lancaster, PA

***Summer Camp Counselor Summers 2007 – 2009***

* Planned, prepared, and facilitated activities and projects for campers with disabilities ranging in age from seven to twenty-one
* Monitored and recorded data showing progress toward goals for 3-4 campers per week
* Reported camper improvement and activities to parents

**Professional Development**

* WIN Career Readiness System Training
* Educational Committee – Greene County Career and Technology Center
* MAX Teaching with Reading and Writing Professional Development Workshop
* PHEAA 2014 Financial Aid Workshop for Counselors
* Student Learning Objectives (SLO) Training
* Teaching with Primary Sources Summer Institute – Level I Certified

**References**

Mr. Frank Pazzynski

University Supervisor

Waynesburg University

51 West College Street

Waynesburg, PA 15370

724.833.5618

Ms. Barbara Kirby

Project Director

Teaching with Primary Sources Program

Waynesburg University

51 West College Street

Waynesburg, PA 15370

724.852.3388

Mrs. Joyce Eisiminger

K-4th Grade Life Skills Teacher

Washington School District

30 Claysville-Taylorstown Ridge Road

Claysville, PA 15323

724.809.3036

**Computer Skills**

* Microsoft Office: Word, Excel, Publisher, PowerPoint, Outlook
* Google Drive: Documents, Presentations, Sites, Spreadsheets, Forms
* Website Development: Word Press, Weebly, Google Sites, Dreamweaver, The Online Practice, Wix
* Web Conferencing: Black Board Collaborate
* Screen-Cast: Screencast-O-Matic, Wink
* Audio/Video Editors: Audacity, Open Shot, Window Movie Maker
* Learning Management Systems: Blackboard, Schoology, Edmodo
* Programs: Prezi, Storybird, Glogster, Adobe Illustrator, Voice Thread, Photo Story, Wordle, Slide Share, Gimp, Wikispaces, WIN Career Readiness System
* Technology Devices: Interactive Whiteboards, Document Cameras, Flip Share Cameras