**Jenna R. Kilmer**

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**Objective:** To obtain a full-time position in an early childhood/elementary classroom.

**Education:**

Keystone College May, 2011

Bachelor of Science, Early Childhood Education Cumulative GPA of 3.89

* Certification: infancy-3rd grade

Forest City Regional High School June, 2007

National Honor Society

* Team Sports: Basketball, Soccer (4 years Varsity level)

**Honors & Awards:**

Forest City Regional High School

* National Honor Society 2004-2007
* Principal’s Award
* Homecoming Queen

Keystone College

* President’s Award Fall ‘07
* Dean’s List 2008-2011
* Keystone College, Ronald McDonald Award
* Keystone College, Wednesday Workforce

**Teaching Experience:**

Substitute Teacher Fall 2011-Current

* Substitute teach various grade level for four school districts in Northeast Pennsylvania
* Elementary level

Student Teacher Spring, 2011

Mountain View Elementary School, PA Grade K

* Designed and implemented lessons across all subject areas based off of PA Academic Standards.
* Maintained a Kindergarten classroom of 23 students using the district’s classroom management plan (SWEBS).

Student Teacher Spring, 2011

North Scranton II Head Start, PA Grade Pre-K

* Educated preschool students in multiple content areas using PA Academic Standards.
* Instructed, maintained, and built relationships with 34 students (two classes a day, morning and afternoon students).

Field Experience Fall, 2007 – Spring, 2011

* Performed real time classroom observations and lesson implementation in various placements.
  + South Abington Elementary, PA
  + Forest City Regional Elementary, PA
  + North Scranton II Head Start, PA
  + Forest City Head Start, PA
  + Keystone College Children’s Center, PA

**Professional Development:**

* Transition to Teaching Career Conference March, 2011

**Professional Associations:**

* PSEA September, 2007 - Present

**Technology Proficiency in:**

* Microsoft: Word, Excel, Outlook, and PowerPoint
* Inspiration Software
* Smart Board Software
* Promethean Board Software

**Work Experience:**

* Mountain View Elem., Forest City Regional, Carbondale Area
* September 2011-Present

Substitute Teacher

* Manage classroom and provide instructions according to plans
* Carry out all aspects of the daily routine, including distributing and

collecting supplies, keeping attendance records, lunchroom duty, recess, etc.

* Uses appropriate judgment to act in the best interest of students at all times
* NHS Human Services
* July 2011-Present

Therapeutic Staff Support

* Provide one on one methods and interventions from clients’ treatment plans to help client achieve targeted behaviors
* NHS Human Services Summer Camp, Carbondale PA
  + June- August 2008, 2009, 2010 2011

Camp Counselor

* + - Supervise, communicate, network, and tend to children ranging 4-13 years of age
    - Develop daily activities/group lessons for children
    - Document information on children due to their disorders (behavior, emotional, etc.)
* Hildebrandt Learning Center, Moosic PA
  + August 2010-December 2010

Teacher Aide

* Supervise, communicate, network, and tend to children ranging 6 months- five years of age
* Record and communicate data to parents on child development
* Assist classroom teachers in developing and carrying out developmentally appropriate lesson plans

**References**

* Available upon request