

Madeline Malin

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Education

University of Minnesota, Twin Cities

Minneapolis, MN

College of Liberal Arts

Anticipated: May 2024

Bachelor of Individualized Studies in Learning Technologies

GPA: 3.93

- Relevant Coursework: Technology & Ethics in Society; Writing with Digital Technologies; Social Media and Connected Learning; Creative Problem Solving; Media Literacy

Work Experience

Jovie

Plymouth, MN

Day Care Teacher

August 2023 - Present

- Ensure the safety and well-being of 15 school-age children at all times during their stay at the daycare center.
- Plan and organize age-appropriate activities, games, and projects to engage and entertain the children.
- Assist with meal preparation and ensure children have access to nutritious snacks and meals.
- Offer emotional support and a nurturing environment to children who may be experiencing stress or difficult situations.

St. Paul School of Northern Lights

St. Paul, MN

Education Assistant/ Special Needs Paraprofessional

September 2019 - May 2020

- Provide one-on-one or small group support to students with special needs, tailoring instruction and assistance to their unique learning requirements.
- Implement behavior intervention strategies and positive reinforcement techniques to manage and improve the conduct of students with challenging behaviors.
- Attend training sessions/workshops to enhance knowledge and skills related to special education.
- Utilize and assist students in using assistive technologies and adaptive tools that facilitate their participation in the classroom.

Wayzata Public Schools

Plymouth, MN

Program Assistant

September 2017 - August 2018

- Provide homework help and academic support ensuring assignments are completed accurately and on time.
- Maintain open and regular communication with parents or guardians, sharing updates on their child's progress, behavior, and any relevant concerns.

Skills

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- Proficient in Microsoft Office, PowerPoint, Spreadsheets, Zoom, Google Meet, and Social Media
 - Fluent in Japanese