

SEJAL K PARIKH

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Dedicated, ambitious and goal-driven educator with 4 years of progressive experience in helping young minds explore the endless possibilities in life, vis-à-vis language and literature.

TEACHING COMPETENCIES

- Subject Matter Expertise
- Proactive classroom management
- Effective instructional design and delivery
- Technology-aided instruction
- Interdisciplinary approach
- Collaborative learning
- Metacognitive strategies
- Multiple exposures
- Behavior management
- Response to intervention
- Individualized Education Plans
- Remedial PoA
- Differentiated teaching
- Alternative assessment
- Circular feedback for designing and implementing lessons

SKILLS & STRENGTHS

- Public speaking
- Training and mentoring
- Critical thinking
- Creativity and innovation
- Time management
- Leadership and initiative
- Multi-tasking
- Problem solving
- Managerial skills
- Project-based learning
- Communication
- Relationship building
- Positivity

PAPERS

- "Educating Towards Universal Social Responsibility: A Close Look Into Our Role As Educators"
- "Ranking In Education: How Schools Are Competing For The Top Spot"
- Woolf: A study in Androgyny with special reference to *A Room of One's Own*

(more papers on request)

VOLUNTEER EXPERIENCE

JESUS AND MARY EDUCATIONAL PROGRAMME, Delhi ▪ 2008 – 2010

An intensive teaching role that required instructors to adhere to a 40-hours/month course with carefully structured modules, in order to impart education to the weaker

TEACHING EXPERIENCE

SENIOR SECONDARY ENGLISH TEACHER, Lilavatibai Podar Senior Secondary School, Mumbai ▪ June 2017- present (Class teacher + Elective Literature teacher)

- Encouraged critical thinking by organizing a bi-monthly unit plan based on cooperative grouping and outside-the-curriculum extracts
- Used differentiated instruction to help students with different learning capacities and aptitudes evolve
- Integrated technology into language and literature lessons to bolster student engagement vis-à-vis smart board, movies, podcasts, blogs etc.
- Developed and implemented IEPs for learners of varying learning capacities and retention styles, including gifted learners
- Deployed varied instructional strategies for cognitive activation and dynamic learning activities for active engagement with lessons
- Demonstrated commitment to continued learning through active participation in professional development opportunities, staff and departmental meetings
- Proved my merit in both academic and co-curricular activities vis-à-vis peer reviewed feedback, observations and periodic appraisals

CAREER HIGHLIGHTS

- Conceptualized, organized and executed a first-of-its-kind premier inter-school literature festival – **Infinitus'19**, a pan-school event with over 20 participating schools across the city of Mumbai
- Conceptualized and delivered two exclusive faculty training workshops (intra-school and inter-school) on 'Training a Visual Generation' and 'Teaching Creative Writing In The Classroom – Module I'
- Attended the Board Examiners ISC Language and Literature Correction Guidelines Workshop conducted by the Chief, Mrs. Guha at HFS, Powai
- Acted as Literacy Mentor for the first year of my tenure and facilitated training and instruction of over 10 at-risk students, delivering a 65% improvement in grades after the freshly designed remedial PoA
- An active member of a teaching team that produced national toppers across all three streams, a first again for the school - including the national highest for my subject
- Attended the padlet training workshop for LPHS staff, for technology-aided instruction and interactive learning design
- Attended the workshops on education branding, navigating parent-teacher conflict and handling difficult/specially abled learners
- Wrote two research papers during my short tenure - "Educating Towards Universal Social Responsibility: A Close Look into Our Roles as Educators" and "Ranking in Education: How Schools Are Competing for The Top Spot"
- Presented a paper on 'The Topology of the 3-Wave Model of Strategic Leadership in Education'
- Hosted and compered several intra-school and inter-school events including but not limited to the school's mega-cultural and sports festival Zenith, the annual technological festival Gizmo Geeks, the annual Women's Day celebration etc.
- Judged several inter-house events such as JAM, one-act play and debates

SENIOR SECONDARY ENGLISH TEACHER, Jubilee Hills Public School, Hyderabad ▪ July 2013- January 2014 (Class teacher)

- Prepared detailed lesson plans for Standards- IX- XI (CBSE) to realize effective completion of assigned coursework and syllabi
- Facilitated learning vis-à-vis student-centered lessons and activities
- Honed student skills by developing original homework assignments, review packets and tests
- Encouraged students to develop useful interpersonal and communication skills by designing and administering purposeful co-curricular activities (focused essay writing,

sections in society and promote education rights and equality

CERTIFICATIONS/COURSES

Completed

- Essentials of fiction writing- Creative Writing Now
- Mystery writing- Creative Writing Now

(samples on request)

Currently pursuing

- Certificate in Teaching and Training UK Level 4 – by Paul Rogers
- Increasing student engagement with different teaching styles – by Paula Guilfoyle

Keen on pursuing

- Leading Ambitious Teaching and Learning-edX
- Designing and Leading Learning Systems-edX
- TEFL- Teaching English as a Foreign Language

ACCOMPLISHMENTS

- Winner of the dedicated teaching award under JMCEP for two consecutive years – 2008 and 2009
- College topper and University rank holder in 2010
- Batch topper in B.Ed, final year
- Winner of the District RANK Award by Air India
- Winner of Regional Painting on account of being placed in the first division with distinction in the Ankan Kala Bibhag exam- affiliated to Rabindra Bharti University
- Part of the top 15 contestants in the Calcutta zonal finale of the Teen of the Year 2005
- Acted as the Treasurer and Secretary of the Literary Association in college in 2007 and 2008 respectively
- Worked as staff writer and editor for two premium lifestyle magazines
- Ghostwritten several novels, short stories and screenplays for international clients
- Written several literary academic papers (MLA, APA and Harvard)

EDUCATION

BACHELOR OF EDUCATION from CRSU, Jind, Haryana

MASTER OF ARTS(ENGLISH) from IGNOU, Delhi

BACHELOR OF ARTS (ENGLISH HONS) from Jesus and Mary College, Delhi University

business communication, public speaking etc) ▪ Established acceptable classroom behavior guide with students' input to minimize any classroom management disputes in a diverse environment (with up to 90 students in regular attendance) ▪ Maintained an online repository of term papers, assignments, projects, class tests, reference material, lesson plans on the teacher database for ease-of-access across faculty members on the centralized system ▪ Kept track of the academic performance as well as holistic development of each child by encouraging them to persevere in areas that showed a distinct lacuna ▪ Discussed students' academic progress and behavior with parents in parent-teacher conferences ▪ Advised and guided parents and guardians with actionable plans to direct their children/ward toward significant learning ▪ Participated in department meetings in order to collaborate on lesson plans and assess student progress ▪ Participated in several in-house professional training workshops and programs designed to explore educational innovation, teaching practices and coordinate the same for symbiotic learning and growth ▪ Identified slow learners and made necessary arrangements to build additional support

CAREER HIGHLIGHTS

▪ Spearheaded the training of several student teams for participation in inter-school contests, including CHIREC MUN and CASCADE (debate, extempore and creative writing) with notable victories ▪ Developed an intensive student training program that escalated student performance by 30% within my short tenure ▪ Improved student proficiency in the subject to deliver a 100% success rate in the board examinations (the highest being a record 97) ▪ Developed a detailed PoA for establishing the creative writing, debate, extempore and JAM clubs in school ▪ Oversaw the planning, organization and execution of the establishment of these clubs as well as spearheaded the enrollment and training of students therein ▪ Headed the Creative Writing and JAM clubs

HOD, BUSINESS COMMUNICATION, Shiksha Academy, Rishra ▪ January 2012- May 2013

▪ Single-handedly developed and delivered a GaPD (Grooming and Personality Development) module to train students for the rigors of the contemporary (competitive) corporate scene ▪ Acted as counselor and advisor for students and parents on the scope and sequence of GaPD ▪ Liaised with center personnel to discuss student requirements, course changes and progress reports so as to maintain the quality of training, improve student performance, boost student admission and retention rates and increase student and parent satisfaction levels ▪ Regularly assessed service standards and supervised the student on-boarding process for Business communication courses ▪ Assisted in the recruitment and induction of two qualified teachers for the subject ▪ Handled the training of the recruits and supervised their lesson plans and delivery for the first two months ▪ Helped the department to create a focused, carefully-structured curriculum in alignment with the guidelines and course contents of the university syllabus ▪ Coordinated and facilitated student induction and orientation

BUSINESS COMMUNICATION TEACHER, Shiksha Academy Rishra ▪ August 2011- January 2012

▪ Developed and delivered training modules for individual courses to improve student performance on the prescribed course ▪ Prepared bi-weekly tests to strengthen students' grasp on the subject matter ▪ Strengthened verbal and written skills by making use of goal-focused lessons and regular discussions ▪ Formulated and implemented a skills-based grading system to encourage students to perform better ▪ Adapted and modified instruction to suit learning styles of students and bridge educational gaps ▪ Delivered training interventions to bolster student success rate ▪ Recognized and rewarded for improving the scores of over 68% of low performing candidates on University papers with a promotion

(references on request)