**elvedina melkic**

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Canton, MI 48187 elvedina.melkic@gmail.com

**mathematics instructor**

**Teaching Synopsis**: Adaptive mathematics teacher eager to apply 5 years’ teaching experience to full-time role. Brings individualized student-focused style to lessons, discussions, and class investigations. Remains current in innovative mathematic disciplines by continuously pursing professional development and researching emerging trends.

**Creative Course Designer**: Ability to design and deliver comprehensive mathematical courses, challenging curriculums, interactive lesson plans for both classroom and online environments.

**Cultured Instructor:** Significant experience teaching students from diverse cultural and social-economic backgrounds. Easily builds rapport with students facilitating learning in a positive atmosphere. Multi-lingual professional with fluent reading, writing and speaking ability in Bosnian and English.

**AREAS OF EXPERTISE**

|  |  |
| --- | --- |
| * **Online Instruction** * **Desire2Learn** | * **Mymathlab** * **Blackboard** |
| * **Technology Instruction & Integration** | * **Individualized Ed. Plans** |
| * **Lecture & Hands-on Instruction** | * **Curriculum Design & Development** |
| * **Visual & Tactical Learning Methods** | * **Differentiated Instruction** |
| * **Advanced Mathematical Research** * **Academic Advising & Tutoring** * **Students Tracking & Assessment** | * **Statistical Research, Analyses & Interpretation** * **Mathematical Programming** |

**EDUCATION & TECHNOLOGY**

**Master of Arts – in Mathematics** May 2015

Eastern Michigan University–Ypsilanti, MI

**Bachelor of Science - Mathematics, Minor: Social Studies** May 2007

Wayne State University–Detroit, MI, **Dean’s List**

**LICENSES:** Provisional Teaching Certificate

RESEARCH & PRESENTATIONS

**Presentation: Masters Research Paper**- Autocorrelation among Error Terms in the Regression Model. Presenting research findings and conclusions to University professors, masters and doctoral students in a 1-hour lecture format.

**TEACHING EXPERIENCE:**

**Upper Iowa University, Washington St, Fayette, IA 11/2016-Present**

**Mathematics Instructor**-Algebra

* Taught Online College Algebra using Desire2Learn, MyMathLab and PowerPoint
* Graded student work, and maintained daily contact with students via email, phone, instant messenger
* Assessed students learning through discussions, projects, and formal assessments
* Maintained current and accurate records of students' grades, attendance, and course placement
* Encouraged student attendance
* Maintained weekly Office Hours and tutoring sessions upon request
* Participated in school retention initiatives by maintaining productive contact with students and by getting in touch with and offering assistance to absent students
* Advised students in matters related to academics, attendance and behaviors
* Created comprehensive lesson plans, quizzes, and exams to challenge student understanding/gauge retention.
* Demonstrated new concepts, reviewed essential formulas, and instructed students on TI-83/TI-84 graphing calculator use.

* Incorporated lectures, demonstrations, group work, discussions and investigations in teaching style.

**Fordson High School, Dearborn Public Schools, Dearborn, MI 03/2007-10/2010**

**Mathematics Teacher** 9th-12th grade, Pre-Algebra, Algebra I & II, Geometry

* Collaborated with fellow teachers employing varied instructional strategies including:

Disciplinary Literacy-advanced literary instruction embedded within content-area classes’ ex. math, science and social studies.

* Accountable Talk- Method of encouraging students to think deeply, articulate their reasoning and listen with purpose.
* Educated students on various math courses from Pre-Algebra, Algebra I & II, Algebra I for Bilingual students and Geometry.
* Worked in conjunction with a special education teacher to co-present math courses to classes’ containg up to 20 % special education students.
* Worked with a vastly cultural diverse student population
* Created comprehensive lesson plans, quizzes, and exams to challenge student understanding/gauge retention.
* Demonstrated new concepts, reviewed essential formulas, and instructed students on TI-83/ti-84 graphing calculator use.
* Used a variety of teaching strategies including cooperative learning and hands-on approaches to learning
* Assessed students' progress daily using a variety of assessments
* Provided feedback to students by regularly posting grades
* Communicated with parents during parent-teacher conferences and through regularly sending home progress reports
* Contributed to weekly departmental meetings to review curricula, schedules and address student struggles and propose solutions.
* Participated in Professional Development at Dearborn Public School
* Participated in CLC Content Literacy Continuum,2008-to 2010

**Unis Middle School, Dearborn Public Schools Dearborn, MI**

**Student Teacher 01/2007-04/2007**

* + Taught five chapters of 7th grade mathematics (Pre-Algebra) in one semester
* Planned and implemented several units that met both National and Michigan Standards
* Used Harry Wong’s classroom management guidelines to manage the classroom
* Offered daily after-schools instructional sessions for struggling students
* Incorporated lectures, demonstrations, group work, discussions and investigations in teaching style.
* Restructured classroom arrangement to reflect my teaching style
* Assessed students' progress daily using a variety of assessments
* Provided feedback to students by regularly posting grades on the classroom wall
* Communication with parents during parent-teacher conferences and through regularly sending home progress reports (once/twice a month)
* Participated in Technology seminars for Student Teachers at Wayne State University

**Wayne State University Detroit, MI**

**G0-Girl Mentor 01/2006-05/2006**

* Worked in a diverse cultural setting
* Mentored seventh grade girls in Mathematics & Technology
* Taught lessons on descriptive statistics
* Graded tests, and other assignments
* Provided one-one-one assistance to students
* Planned two unit plans that met both National and Michigan Standards

**Technology Snapshot:** MATLAB, Maple, SAS (Statistical Analysis Application), R-Program, MS Office 2010 (Word, Excel, Power Point, Publisher, Outlook*)*