

Professional Experience

GUILFORD COUNTY SCHOOLS • Greensboro, NC • 2018 – Present

Taught at Eastern Guilford Middle School for the last two school years. Developed detailed lesson plans for in class and digital virtual learning. Developed, re-evaluated, and communicated classroom policies and procedures as necessary. Established a learning environment to meet and enhance the children's needs of emotional intellectual, social, and creative strengths throughout in class instruction and digital virtual learning. Instructed, prepared, and assessed over 120 students for proficiency on state standards. Established a positive rapport with all students and parents through home calls, emails, and written letters. Maintained this positive rapport through digital virtual learning by setting up weekly conferences with students and parents as needed. Proficient with multiple online/digital platforms including Canvas, Google Classroom, Google Docs, Microsoft Suites, PlayPosit, Blackboard, ClassDojo, and Remind.

GRADE 7 ENGLISH LANGUAGE ARTS TEACHER 2019-2021

Key Accomplishments:

- Maintained a projected learning growth in all grade 7 ELA classes for two consecutive years.
- Planned, coordinated, and hosted grade 7 Grade Level Meetings during in school instruction and digital virtual learning.
- Successfully co-taught utilizing different co-teach models for grade 7 ELA inclusion classes.
- Actively mentored the first-year teachers on the 7th grade hall.
- Adapted lessons for online learning for both advanced level students and exceptional children students.
- Provided consistent and specific feedback for students on assignments both in class and throughout digital learning.
- Hosted online conference hours and optional online instruction for students to utilize for additional help, resources, and clarification.

GRADE 7 MATHEMATICS TEACHER 2018-2019

Key Accomplishments:

- Received the award Rising Star through the GCS-ACT program.
- Adapted lessons for both advanced students by challenging and encouraging critical thinking, and students with learning disabilities by translating and breaking down the concepts in various techniques.
- Created an afterschool mathematics tutoring session for grade 7 students.

GCS ALTERNATIVE CERTIFICATION TRACK • Greensboro, NC • 2019-Present

Served as a co-facilitator with GCS-ACT for both Foundation Classes and Summer Building Blocks. Provided structured supports to teachers from varying subject areas and grade levels as teachers learned new concepts of unit design, using digital resources to further enhance virtual learning. Utilized virtual platforms to forge strong relationships, provide instructional feedback, and established a virtual learning community during Building Blocks.

Key Accomplishments:

- Learned new digital formats to help assist participants in the lessons and assignments.
- Building relationships with new teachers that go beyond the program; continuing to be a mentor outside me co-facilitating in the classroom.
- Becoming a master in lesson design that filters over into my classroom and PLCs.

TARGET • Manhattan Beach, CA • 2016 – 2018

EXECUTIVE TEAM LEADER – *HUMAN RESOURCES*

Manage and oversee all human resources functions for 300-400 employees. Perform talent management, recruitment, and human resources for multiple store locations. Allocate payroll throughout the business and evaluate staffing requirements. Develop company policy and procedures applicable to all levels of the company. Oversee the implementation of all new policy and procedure. Guide key decisions and manage processes related to staffing, training, employee relations, performance management, succession planning, compensation and benefits. Process and handle all employee concerns or inquiries. Coach employees and handle any Code of Conduct or policy violations. Lead and facilitate team building and training exercises. Evaluate performance of staff. Plan and coordinate all local community volunteer events. Allocate donation budgets district wide and build partnerships with local community directors to ensure successful events. Instill values of integrity, positivity, courtesy, promptness, continuous growth and development through all communication sent out, and initiatives developed. Researches and drafts all leave of absence letters and recommends procedures to ensure compliance with all applicable federal, state, and local laws (i.e., Fair Labor Standards Act, FMLA, ADAAA, etc.). Organize and maintain server documents according to state and federal guidelines. Proficient in multiple HRIS systems; Kronos, Oracle, Paycom, Target CW.

Key Accomplishments:

- Led store to recognition 2 years in a row as a “Golden Contribution Store” after making yearly payroll and sales goals.
- Achieved and maintained the best team member turnover rate in the district.
- Achieved a team survey score of 86%; the best in the district.
- Recruit and oversee the hiring of over 150 people per season.

THE ENTHUSIAST NETWORK • El Segundo, CA • 2014 – 2016

PRODUCTION MANAGER

Created production budgets for large events and production shoots. Planned and coordinated shows and events within budget parameters. Forecasted expenses and developed expense reports. Managed all aspects of events and shows including the coordination of food, equipment, permits, and signage. Created daily call sheets and managed all staff scheduling. Managed vendor relations, closed supplier accounts, and handled all stock and inventory manager.

Key Accomplishments:

- Coordinated an event of over 3k people and maintained within the budget.
- Developed new training procedures for office assistants and created a training guide.
- Doubled YouTube views with analysis and innovative strategies.
- Recruited and staffed to fill all open positions

Education & Training

Coding: Full Stack Web Development Certificate

UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL | Chapel Hill, NC | 2021

A rigorous curriculum that ensured proficiency in: HTML5, CSS3, JavaScript, jQuery, Express.js, React.js, Node.js, progressive web apps, agile methodology, computer science, database theory, MongoDB, MySQL, Git, and more.

Bachelor of Arts in Liberal Studies & Humanities

CALIFORNIA STATE UNIVERSITY | San Bernardino, CA | 2013

A multidisciplinary degree program designed for students whose needs or interests require a more broadly based liberal arts curriculum than is possible through existing disciplines. This program is useful for careers requiring a broad educational background and strong communication, computer, research, and critical thinking skills.

NC Teachers License Mathematics 6-9

GCS-ALTERNATIVE CERTIFICATION TRACK | Greensboro, NC | 2018