**Anne History**

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(215) 555-5555  
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#### **Teaching Experience**

**Mount Washington Pediatric Hospital, Teacher's Aide**

Sep 2016 - Present

* Assist in schoolroom of convalescent hospital with over 350 students
* Tutor emotionally and physically handicapped patients in individualized curriculum of math and reading
* Aid in recreational outings

**Camp Allegheny for Girls, Director of Dance Department**

Jul 2014 – Sep 2016

* Supervised dance department staff of six and counseling staff of seven
* Produced and choreographed dance show for 150 girls ages 8-16
* Designed activities and supervised unit of 34 girls ages 12-16

**West Philadelphia Tutoring Program, Tutor**

Sep 2012 – Jun 2014

* Tutored elementary students in reading and math twice each week, helped raise students grades 65%

#### **Additional Work Experience**

**Center for Philadelphia Studies, Staff Assistant**Mar 2010 – Dec 2012

* Assisted Strategic Planner in an in-depth investigation of city's policy environment
* Proofread, edited, and summarized task force reports
* Helped prepare index of reports for computer records

#### **Skills Summary**

* Extensive experience working with children in variety of settings
* Able to coach soccer and basketball, as well as advise dance, choral, and theatre groups
* Expert knowledge with Word, Excel, and conducting Internet research

#### **Education**

**University of Pennsylvania**, Philadelphia, PA

Bachelor of Arts in European History