1. Developed and implemented exercises to help students understand and improve sound and symbol relationships, spelling, punctuation, style and pronunciation.
2. Identified students struggling with material and made arrangements to meet one-on-one during study hall or other time periods to provide additional instruction in one-on-one environment.
3. Teamed with other faculty members and parents to outline IEPs for gifted, talented and special education students, addressing diverse teaching approaches for special learning requirements.
4. Launched focused writing program for students enrolled in AP courses to teach advanced composition in preparation for college composition classes.
5. Assisted students in understanding and improving sound and symbol relationships, spelling, punctuation, style and pronunciation through self-developed exercises.
6. Built relationships with students to understand obstacles to learning such as difficult home situations, illness or social hurdles.
7. Educated and coached officers and civilian personnel in English language fundamentals, creating instructional environment enabling achievement of personal and professional goals.
8. Developed teaching materials to supplement standard curriculum, enhancing learning concepts and promoting student engagement.
9. Led textbook adoption committee for [Year] to evaluate and make recommendations for new language arts textbooks and materials.
10. Established positive classroom management boundaries to create safe, known environment for behavior among students.
11. Provided support to students in understanding and improving sound and symbol relationships, spelling, punctuation, style and pronunciation with self-guided exercises.
12. Communicated with parents in person, by email and phone to apprise of student progress, challenges and behavior issues.
13. Sponsored several student activities and clubs including [Type] and [Type], dedicating over [Number] hours per week outside regular school hours.
14. Developed age-appropriate lesson content for literature pieces including short stories, poetry, plays and non-fiction to meet diverse learning styles.
15. Authored tests and quizzes to evaluate student learning and comprehension.
16. Monitored comprehension of material among students and created re-teaching strategies to cover gaps in learning indicated by test scores and quizzes.
17. Created and administered database to track students' and instructors' leave, attendance, testing scores and performance.
18. Delivered instruction in language arts encompassing reading, grammar, composition and literature, working with teachers in other subjects to integrate skills across curriculum.
19. Implemented innovative teaching approaches for special needs students to meet requirements of individualized education plans.
20. Created language arts lesson plans for [Type] students to meet learning needs, adhere to curriculum standards and build interest in learning.