1. Organized detailed list of resources to help students go beyond classroom environments and delve into topics of interest.
2. Sourced optimal curricula and developed lesson plans to fully cover target material for each course.
3. Employed diverse teaching approaches to help students of all abilities understand material.
4. Immersed students in unfamiliar cultures by devising hands-on activities.
5. Expanded student understanding of texts by spearheading in-depth discussions and assigning exploratory essays to help students articulate knowledge.
6. Maintained regularly scheduled office hours to advise and assist [Number] students.
7. Selected and obtained course and class materials and supplies such as textbooks.
8. Delivered [Number] hours per week of classroom lectures, instructing over [Number] students per semester in [Area of study].
9. Facilitated positive learning environment by using enthusiastic and energetic instructional strategies and consistent classroom management.
10. Coordinated special excursions to local points of interests and more extensive study trips to expand learning for [Type]-language students.
11. Determined learning needs and styles of each student to create individual lesson plans.
12. Evaluated students' performances by grading homework assignments and making note of students’ participation in discussions.
13. Planned, evaluated and revised curricula, course content and course materials.
14. Compiled bibliographies of specialized materials for outside reading assignments.
15. Used [Software] to maintain student attendance records, grades and other required records.
16. Created and executed various daily assignments to prepare [Number] students for final exam.
17. Tailored classes to students' goals by designing engaging and informative activities specific to needs.
18. Developed course materials for students to complete in classroom and during free time, including handouts, essays and homework assignments.
19. Developed personal teaching materials from scratch including worksheets, PowerPoints and speaking activities.
20. Designed task-oriented activities and games to facilitate more impactful learning by non-traditional means, including [Type] and [Type] activities.