

## Name

Address • City, ST Zip

Phone • Email

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### EDUCATION

St. John Fisher College, Rochester, NY

Ralph C. Wilson Jr. School of Education

**Master of Science in Inclusive Adolescence Education; GPA 4.0**

May 2016

University of Rochester, Rochester, NY

**Bachelor of Arts in English** with Honors

August 2014

**Study Abroad:** American School in London, London, England

Fall 2012

- Intern at the London Times Newspaper, City Happenings Page

### CERTIFICATION

**New York State Initial Certification, Adolescence Education, grades 7-12, English**

### RELATED EXPERIENCE

Our Lady of Mercy High School, Rochester, NY

Spring 2015

**Student Teacher:** 10<sup>th</sup> Grade Regents, 11<sup>th</sup> Grade Honors and Creative Writing

- Utilized creative teaching techniques to engage students with diverse learning styles in both general education and inclusion classrooms.
- Conducted student centered in-class activities; motivated students through challenges and competition with numerous projects, hands on and independent.
- Recognized for developing positive mentoring relationships with students.
- Utilized advertising experience to bring real world examples into the classroom.

Lincoln Park School #44, Rochester, NY

Fall, Spring 2015

**Fieldwork:** 12<sup>th</sup> Grade (Fall 2014)

- Supported classroom teacher by conducting lessons, assisting students to remain on task and facilitating group work.
- Assessed student skills through grading papers; identified students with challenges and provided remedial support as appropriate.

**Fieldwork:** 6<sup>th</sup> Grade (Spring 2014)

- Observed a highly respected teacher conduct excellent lessons, utilized strong rapport with students and managed classroom effectively.
- Assisted with after school programs on Career Development, working one on one with students.

YMCA After-School Program, Pittsford, NY

2010-2012

**After School Program Facilitator**

- Developed and implemented activities designed to assist disadvantaged youth in developing social, academic and artistic skills.

### EMPLOYMENT

Butler & Butler Associates, Rochester, NY

2014-Present

**Proofreader, Assistant Copywriter**

- Utilize creative writing skills to write and edit projects for diverse clients.
- Professionally edit highly valuable documents to ensure absolute accuracy and readability of material.
- Collaborate and brainstorm creative projects with editing team.
- Recognized for completion of largest number of copywriting projects in 2013.

### COMPUTER

Word, Internet Explorer, Excel, PowerPoint and FileMaker

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EDUCATION	<b>St. John Fisher College</b> , Rochester, NY Ralph C. Wilson Jr. School of Education Bachelor of Science, Childhood and Special Education Minor: Math, Science & Technology, GPA: 3.7/4.0; Dean's List every semester	May 2016
CERTIFICATIONS	<b>New York State Initial Certification in Students with Disabilities</b> , grades 1-6 <b>New York State Initial Certification in Childhood Education</b> , grades 1-6	
TEACHING EXPERIENCE	<b>Craig Hill School</b> , Greece, NY Student Teacher, Grade 4 Inclusion Class (Fall 2015) <ul style="list-style-type: none"><li>Devised lesson plans for 4<sup>th</sup> Grade Social Studies and Writing classes</li><li>Assisted students with special needs in Resource Room, closely adhering to individual IEPs and incorporating manipulative aids</li><li>Implemented thematic language based lesson plans</li></ul> Para-Professional, K-2 <sup>nd</sup> Grade, self-contained 12:1:1 classroom (2012-2013) <ul style="list-style-type: none"><li>Provided individual support as a 1:1 aide to a student with autism, assisting student in self-contained and mainstream classrooms</li><li>Student showed significant progress in key areas, resulting in IEP modifications to allow student to work independently</li><li>Assessed students, discreetly identifying cues, offering support as needed</li></ul> <b>Frank Fowler Dow School #52</b> , Rochester, NY Field Work, Kindergarten <ul style="list-style-type: none"><li>Conducted observation survey for early emergent readers</li><li>Managed large group literature circle; led small discussion groups through a guided writing exercise based on story</li></ul>	2012-2013, Fall 2015 Fall 2014
RELATED EXPERIENCE	<b>Self- Employed</b> Full-Time Private Caregiver (10 school-age children, ages 5-10) <ul style="list-style-type: none"><li>Assisted children with daily assignments; ensured complete preparation for each day and tutored in subjects as needed</li><li>Participated in all aspects of extracurricular activities including transportation, meetings, and practices</li><li>Consulted with and provided regular oral and written communication to parents</li></ul> <b>St. Mary's Hospital Child Care Center</b> , Rochester, NY Childcare Provider <ul style="list-style-type: none"><li>Acted as Supervisor of pre-school room, overseeing activities and reading hour</li><li>Scheduled assistants and volunteers on bi-weekly basis</li><li>Interacted with parents, ensuring prompt and open communication when situation warranted it; employed a variety of behavioral management techniques to engage children in subject</li></ul>	2009-2011 2010-2012
VOLUNTEER	<b>Annual Walk for Children with Cancer</b> , Coordinator <b>Ronald McDonald Fundraising Campaign Phone-thon</b> , Volunteer	2013-Present 2014- 2015

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### EDUCATION

**St. John Fisher College**, Rochester, NY  
Ralph C. Wilson Jr. School of Education  
Master of Science in Literacy; GPA: 3.6 May 2016  
Bachelor of Science, Childhood and Special Education, GPA: 3.45, Dean's List 4 semesters May 2014

### CERTIFICATION

**New York State Initial Certification in Literacy**, Grades 1-12  
**New York State Initial Certification in Childhood/Students with Disabilities**, Grades 1-6

### TEACHING EXPERIENCE

**Rush-Henrietta CSD**, Henrietta, NY November 2014-Present  
*Substitute Teacher*

- Teach diverse classes as a per diem sub including inclusion, resource and self-contained classes; requested by classroom teachers on a regular basis.
- Recognized for establishing clear expectations, positive relationships with students and ensuring daily lesson plan objectives are met.
- Utilize creative techniques to engage students in materials; modify lessons during instruction as needed to ensure student participation and learning.

**Pittsford Middle School**, Pittsford, NY Spring 2014  
*Student Teacher*, 6<sup>th</sup> Grade Classroom

- Developed and implemented a unit plan on Oral Traditions; assisted students in creating individual oral traditions by utilizing diverse daily activities including individual and group work.
- Devised and taught lessons in English and Language Arts; conducted mock debates on diverse characters, utilized small group activities to frame questions and areas for discussion.
- Utilized effective classroom management techniques through engaging students with hands-on lessons and implementing diverse strategies for various learning styles.

**John James Audubon School #33**, Rochester, NY Fall 2013  
*Student Teacher*, Kindergarten and 1<sup>st</sup> Grade Inclusion Classrooms

- Collaborated with classroom and resource teachers, para-professional and a second student teacher in creating lesson plans and structuring daily activities.
- Provided differentiated instruction to ensure children's diverse learning styles and IEP requirements were met.
- Designed and taught lessons in accordance with NYS Standards with focus on utilizing interactive and relevant materials to assist students with retention of facts.

**Genesee Community Charter School, Rochester Museum and Science Center** Spring 2012  
*Small Group Volunteer*

- Assisted students and taught lesson plans in small group setting, provided individual instruction.

### RELATED EXPERIENCE

**St. Louis Elementary School**, Pittsford, NY October 2013-Present  
*After-School Reading Assistant*

- Assist students with school-wide AR Reading Program.
- Provide assistance to teachers by tutoring specific students based on individual needs.

**Stella Maris, Rush, NY**

Summer 2013

*Camp Counselor*

- Worked with campers with significant disabilities and from disadvantaged backgrounds; developed positive mentoring relationships and assisted campers in developing social and motor skills.

**Auburn Summer Camp, Auburn, NY**

Summers 2010-2012

*Camp Counselor, Summer Recreation camps*

- Interacted with children ages 3-14; developed positive mentoring relationships and assisted children with individual challenges as appropriate.
- Devised and organized activities for children to help them in developing motor, social and athletic skills.

#### WORK EXPERIENCE

**Wegmans Food Markets, Fairport, NY**

October 2010-May 2013

*Cashier/Front End Customer Service*

- Provided excellent customer service at high end, fast paced company.
- Handled customer concerns tactfully and with focus on complete satisfaction and repeat patronage of customer; sought assistance from manager when appropriate.
- Counted drawer and kept an accurate account of the day's earnings.
- Initiated new process for dealing with concerns about availability of highly desired sales items.

#### OTHER

**St. John Fisher College, Women's Basketball Team Member**

2009-2013

**East Rochester Community Center, After School Buddy**

2013