

# FirstName LastName

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## CERTIFICATIONS

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### Washington State Residency Certificate

Anticipated, June 2019

- Elementary K-8<sup>th</sup> Grade Endorsement

### Standard First Aid and CPR, American Red Cross

2009 – Present

## EDUCATION

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### Teacher Certification Program

Anticipated, June 2018

University of Washington Bothell

### Bachelor of Arts in Communication

June 2015

University of North Carolina

- GPA 3.89 | Faculty Honors
- Highlighted Coursework: Critical Diversity; Diversity, Leadership, Engagement; Teaching and Learning in a Multicultural Society; Theories of Learning, Culture, and Identity

## TEACHING EXPERIENCE

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### 3rd Grade Student Teacher, Maywood Hills Elementary School, Bothell, WA

September 2016 – June 2017

- Collaborated with master teacher on classroom management for 25 students, including lesson/unit planning and family communication
- Experienced with Everyday Math curriculum, Houghton Mifflin Celebrate Literacy curriculum, Earth Materials & Structures of Life FOSS Science units
- Created curriculum for salmon lifecycle unit, including coordination of field trip to local hatchery, so students could gain a better understanding of classroom materials
- Evaluated the progress of students throughout the academic year in preparation for parent teacher conferences held twice yearly; tactfully communicated these results to parents

### 2nd Grade Classroom Observation, Audubon Elementary School, Redmond, WA

October 2016

- Completed 60 hours of classroom observation
- Shadowed 3 different classrooms, resulting in exposure and understanding of teaching styles; including small group for English Language Learners

### Instructor of Strong Kids in Training Program, Northshore YMCA, Bothell, WA

July 2011

- Taught courses on the benefits of regular exercise and healthy eating habits to children ages 10-14
- Researched new resources to create engaging lesson plans to ensure students learned to their fullest potential
- Presented to parents in groups of 20+ to communicate valuable wellness material that would be taught to their children over the course of the program

## ADDITIONAL PROFESSIONAL EXPERIENCE

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### Human Resource Administrator, Macy's, Seattle, WA

February 2009 – August 2015

- Managed postings and applicant tracking system for New Product Development division
- Coordinated applicant hiring and interviews for over 75 new hires with 4 hiring managers
- On-boarded new employees by facilitating training courses to teach them company regulations/policies