

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

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Experience

Teaching Assistant - Blakefield Day Care
MONTH YEAR - Present

- Took care of 10-12 toddlers (between 15 and 26 months) and helped them develop cognitive, social, and physical skills through games, crafts, exercises, and storytime.
- Worked in multiple classroom settings with 10-12 pre-K students and 4-12 infants, where I also worked to develop cognition and social and physical skills through games, outside time, crafts, and storytime.
- Led a summer camp for K students, supervising 12-15 campers to pursue creative pursuits through story-telling, singing, writing, and drawing.
- Tended to children’s basic needs through diapering, food preparation, potty training, hand washing, and nap times to help instill healthy hygiene and eating practices in them.
- Pitched and scheduled new entertaining activities to help continue fostering learning for students.

Creative Writing Elementary Student Work Shop Facilitator - Company / Location

MONTH YEAR – MONTH YEAR

- Encouraged children’s creativity with various art supplies and a fun, entertaining environment fostering uniqueness and being true to ourselves.
- Executed presentation ideas where comfortable students presented their ideas and taught students proper audience etiquette.
- Practiced polite audience interactions, where students wait to speak and ask thoughtful questions of their peers.
- Compiled students’ stories into a little booklet, which students received to keep at the end of the workshop.
- Set up and cleaned the shared room at the beginning and end of every session to enable other patrons to enjoy the space and supplies.

Project Experience

- Camp Counselor substitute for when other coworkers were unavailable, responsible for taking children on trips and supervising during activities like swimming and hiking.
- Girl Scout Leader who orchestrated a volunteering event for her troop centered on collecting used books for a school book drive.
- Volunteered for an elementary school musical for three years, where I helped the music teacher organize costumes and sheet music for productions.

Education

Bachelor in Early Childhood- University of Michigan
MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

Master's Degree - University of Michigan
May 2009

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- Strong organizational skills
- Good communication
- Creative problem solving
- Strong at diffusing arguments between children
- Caring listener

Licenses & Accreditations

Licenses Licenses & Accreditations

- Driver's License
- CPR Certified
- First Aid Certification