

Sample Résumé: Education – Elementary Teaching

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OBJECTIVE An elementary or middle school teaching position

EDUCATION

B.S.Ed., Elementary Education, Northern Illinois University, DeKalb, IL, May 20XX

Licensure: IL Professional Educator License

Endorsements: Elementary Education (K-9), Middle Level Language Arts, Social Science, General Science

SPECIAL SKILLS

Language: basic knowledge of Spanish

Technology: Microsoft Office Suite, LiveText, Grade Pro, Photoshop, Dreamweaver

TEACHING EXPERIENCE

Student Teacher/Co-Teacher, Central Middle School, Zion, IL, August 20XX-May 20XX

- Engaged in a full year of intensive co-teaching, including mentorship by an experienced teacher at a PDS site
- Developed lessons in all subjects for 25 children in 6th grade
- Created lessons in math and science, placing special emphasis on writing across the curriculum
- Modified content of lessons and tests for students in ELL program
- Team-taught a unit on the prairie, culminating in a 3-day/2-night experience at Morton Arboretum
- Guided students in writing research papers: note taking, outlining, rough drafts, and final draft production

Clinical Experience, Lincoln Elementary School, Northfield, IL, Spring 20XX

- Conducted social studies unit for 25 students in 3rd grade on geographic aspects of community
- Taught lesson on dental hygiene; incorporated a bulletin board, "My Beautiful Smile," featuring students' photographs

Teacher Aide, Horace Mann Elementary School, Wilmette, IL, Fall 20XX

- Helped kindergarteners during center time in learning stations for writing, problem solving, and creative thinking
- Designed a bulletin board on Egypt's Nile River to accompany classroom teacher's unit

VOLUNTEER EXPERIENCE

Coordinator, Palatine Celtic Soccer Club, Palatine, IL, Summers 20XX-20XX

- Supervised groups of 40 U.S. students on two-week cultural exchange programs to Rio de Janeiro
- Scheduled students' flights and determined placement with host families; arranged participation in Brazilian soccer tournaments
- Planned travel itinerary, accommodations, and budgets for Rio de Janeiro students traveling to Chicago

Chair, Science Day Committee, Fresh Elementary School, Zion, IL, 20XX, 20XX

- Organized school-wide mini classes to expand learning activities
- Recruited 50+ parent and community speakers from the Forest Preserve District and College of Lake County

ORGANIZATIONS

Student Education Association, Treasurer, 20XX-20XX

Fresh Elementary School, Zion, IL: PTA Directory Committee Co-Chair, 20XX-20XX

Lincoln Zone Neighborhood Watch, Zion, IL: Picnic Committee Co-Chair, 20XX