



Emily Carter

English Teacher

ADDRESS 1515 Pacific Ave, Los Angeles, CA 90291, United States

PLACE OF BIRTH San Antonio

DRIVING LICENSE Full

EMAIL email@email.com

NATIONALITY American

LINKS [Facebook](#), [LinkedIn](#)

01 PROFILE

Highly capable English Teacher with creative instructional demeanor and competence in smart learning methodologies. A decade of experience teaching elementary grades coupled with a Bachelor's Degree in Child Psychology, and certified to teach in any state across the Mid-West Region. Very focused on engaging and inspiring students to achieve their ultimate potential.

02 EMPLOYMENT HISTORY

Feb 2017 – Present
Seattle

High School English Teacher at John Hopkins High School

Implemented formative assessments by standardizing testing strategies; resulting in an overall 12% increased test scoring rate.

- Plan lectures and assignments
- Assess students to evaluate their abilities, strengths, and weaknesses
- Teach students as an entire class, in smaller groups and tutor struggling learners individually
- Conduct testing every week to maintain progress
- Assist students in preparing for SAT exams
- Hold monthly parent days where presentations are given regarding the curriculum, Q&A's as well as statistics regarding learner's progression
- Communicate with parents about students' progress
- Work with individual students to challenge them, to improve their abilities, and to work on their weaknesses
- Prepare students for standardized tests required by the state
- Develop and enforce classroom conduct

Sep 2013 – Dec 2016
Georgia

Elementary English Teacher at Bright Sparks Prep School

Create an interactive, comprehension program to assist students in developing their

English reading, writing, speaking and comprehension abilities

- Plan lessons that teach students various components of English subject matter including reading, writing, pronunciation, poetry, comprehension, and literature
- Conduct assessments to ascertain student abilities, strengths, and weaknesses
- Grade students' assignments to monitor their progress
- Communicate with parents during PTA meetings and via email correspondence regarding their child's progress
- Work with students individually to assist them in overcoming specific learning adversities
- Assist learners in preparing standardized tests required by the state
- Develop and enforce classroom rules to teach children appropriate behavior and classroom etiquette
- Supervise children outside of the classroom for example, during lunchtime or recess

Nov 2009 – Jul 2013

New York

English Teacher - Adult Education at ABET Community Center

Designed and implemented a 6-month English language program for a class of 25 Adult Learners, resulting in significantly improved English skills

- Assess students' strengths and areas for development
- Plan and teach lessons to help students gain adequate knowledge and confidence in reading speaking and writing English
- Emphasize skills that will help students find jobs, such as learning English words and common phrases used in the workplace
- Work with students individually to address specific learning challenges
- Evaluate students for possible learning disabilities
- Monitor students' progress toward their goals
- Help students develop pronunciation by doing role play exercises

03 EDUCATION

Oct 2006 – Aug 2008

Chicago

Chicago State University

Master's Degree in English Literature

Mar 2002 – Mar 2005

Phoenix

University of Arizona

Bachelor's Degree in Education

Majors: Literature, Reading, Pedagogy

Minors: Curriculum Design, Instruction Design, Instructional Technology

Mar 2009 – Mar 2010

Miami

Miami Secondary School

Student Teacher Practicum

Completed the required 100 hours practical work to obtain Educational License

04 SKILLS

English Subject Matter	● ● ● ● ●	Curriculum Design	● ● ● ● ●
Digital Instruction Techniques	● ● ● ● ●	Lesson Planning	● ● ● ● ●
Test & Assessment Design	● ● ● ● ●	Classroom Management	● ● ● ● ●
Child Psychology	● ● ● ● ●	Play Therapy	● ● ● ● ●
Black Board	● ● ● ● ●	Power School SIS	● ● ● ● ●

05 LANGUAGES

English	● ● ● ● ●	Spanish	● ● ● ● ●
Mandarin	● ● ● ● ●		

06 COURSES

Feb 2009 – Mar 2010

General Education Certificate, at Ashford University, CO

07 EXTRA-CURRICULAR ACTIVITIES

Sep 2007 – Mar 2008

Reston, VA

Teaching Assistant in College for Adult Education

- Teaching classes in basic computer skills: Microsoft Office, HT ML

Mar 2002 – Mar 2005

Denver

Camp Counselor in Ohio Forest Retreat

- Accompanied groups of children to summer camps during off time at university
- Hold daily discussion sessions about important teenager issues
- Participated in physical sports activities as a supervisor