

LAURA HARRIS

Teaching Assistant

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

email@email.com

Place of birth *San Antonio* Nationality *American*
Driving license *Full*

LINKS

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

PROFILE

Energetic teaching assistant with four years of experience in a secondary school environment. Mentor and supervise classes of up to 30 students at a time and was instrumental in improving average math scores by 25% during the first term. Received 95% in the last performance assessment and accumulated multiple recommendation letters from parents and teachers. Currently pursuing a Bachelor's Degree in Education.

EXPERIENCE

❖ **High School Teaching Assistant, Ben Noir High School** Sep 2018 – May 2019
Minneapolis

Increased class attendance to 99% and boosted student participation by 32% via student-focused teaching methodologies.

- Prepare draft lesson plans and exam papers
- Promote positive discipline and act as a guidance counselor for the grade group
- Accompany students on class trips and offsite school events
- Prepare classrooms for lessons to take place and clean classrooms afterward
- Provide extra lessons in Science & Mathematics to students who underperform
- Supervise classroom behavior and oversee students during recess times
- Act as a substitute teacher when needed during Summer and Winter School periods

❖ **Teaching Assistant, Mark Ross Elementary** Jan 2017 – Aug 2018
Brooklyn

Established the after-school reading club with the assistance of the Librarian and achieved a 12% increase subscription rates for ten weeks in a row.

- Supervise students during lunchtimes in the canteen and on the school grounds during recess to ensure their safety
- Distribute tests, monitor exam sessions, collect exam papers and do initial grading thereof
- Prepare draft lesson outlines and create worksheets for students to use during lessons
- Organize and facilitated parent-teacher evenings
- Tutor learners with special needs such as learning disabilities or language disadvantages

❖ **Junior Teacher's Aide, Tiny Tots Nursery** Jan 2015 – Jan 2016
Springfield

Instrumental in improving physical development scores by 15% during the first term with play therapy and occupational therapy techniques.

- Perform administrative and clerical work such as preparing progress reports, and creating weekly pop quizzes.
- Assist during lesson times by distributing learning materials, setting up props and passing out stationary, and art supplies
- Enforce positive discipline according to classroom rules and school protocols
- Meeting and greeting students and parents at the school gates in the morning and afternoons

- Supervise children during recess and informal playtimes

EDUCATION

❖ **University of Colorado** Jan 2011 – Dec 2013
Bachelor's Degree in Elementary Education Denver

Majors: Developmental Psychology, Teaching Principles

Minors: Educational Psychology, Classroom Learning Assessment, Classroom Management

❖ **University of Arizona** Jul 2012 – May 2015
Teacher's Aide Associates Programme Tempe

Course Curriculum: Child Development, Child Behavior, Educational Psychology

Children's Literature

❖ **Ashford University** Jun 2009 – Dec 2009
General Education Diploma Tampa

SKILLS

Teaching Plans <i>Skillful</i>	Grading Papers <i>Skillful</i>
Test Design <i>Skillful</i>	Classroom Management <i>Skillful</i>
School SIS <i>Beginner</i>	Blackboard <i>Beginner</i>
Blabber <i>Novice</i>	Classkit <i>Novice</i>

EXTRA-CURRICULAR ACTIVITIES

❖ **Art Teacher** Feb 2016 – May 2019
Florida Community College Miami

- Present painting and drawing classes to young adults
- Organize the annual arts exhibition

HOBBIES

Art, Music, Opera

LANGUAGES

English Italian *Highly proficient*

COURSES

❖ **Praxis Parapro Assessment Certification** May 2014 – May 2014
Capitol Region Education Council (CREC), Hartford, CT