



# Laura Harris

Teaching Assistant

## 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.*

## Employment History

### High School Teaching Assistant at Ben Noir High School, Minneapolis

September 2018 – May 2019

*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 at Mark Ross Elementary, Brooklyn

January 2017 – August 2018

*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 at Tiny Tots Nursery, Springfield

January 2015 – January 2016

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

## Details

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

[email@email.com](mailto:email@email.com)

Place of birth

San Antonio

Nationality

American

Driving license

Full

## Links

[Facebook](#)

[Linkedin](#)

## Skills

Teaching Plans

Grading Papers

Test Design

Classroom Management

School SIS

Blackboard

Blabber

Classkit

## Hobbies

Art, Music, Opera

## Languages

English

Italian

- 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

### **Bachelor's Degree in Elementary Education, University of Colorado, Denver**

January 2011 – December 2013

Majors: Developmental Psychology, Teaching Principles

Minors: Educational Psychology, Classroom Learning Assessment, Classroom Management

### **Teacher's Aide Associates Programme, University of Arizona, Tempe**

July 2012 – May 2015

Course Curriculum: Child Development, Child Behavior, Educational Psychology

Children's Literature

### **General Education Diploma, Ashford University, Tampa**

June 2009 – December 2009

## Extra-curricular activities

### **Art Teacher at Florida Community College, Miami**

February 2016 – May 2019

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

## Courses

### **Praxis Parapro Assessment Certification, Capitol Region Education Council (CREC), Hartford, CT**

May 2014 – May 2014