

KATE SMITH

Substitute Teacher

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

3868683442

email@email.com

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

LINKS

[Resume.io](#), [Resume Viking](#)

PROFILE

Highly proficient Substitute Teacher with imaginative instructional demeanor and aptitude in smart learning approaches. 12+ years' experience teaching elementary grades with a bachelor's degree in Child Psychology and certified to teach in all states across the Mid-West Region. Very motivated on engaging and enthusing learners to achieve their ultimate potential.

EMPLOYMENT HISTORY

❖ **Substitute Teacher, Northville Primary School** Jan 2021 — Present
Boston

Facilitating lessons for Grade 3 Pupils daily, by handing out learning materials, setting up props, and handing out art and stationery supplies.

- Acknowledged praise from the principal for the frequent capability of arriving within very short notice, respectable, equipped, and ready to involve the students.
- Assumed provisional leadership roles for after-school programs such as football coaching and Substitute Teaching. Asked to be an assistant coach permanently.

❖ **Substitute Teacher, St Mary's DSG** Jan 2019 — Dec 2020
San Francisco

Substituted for Biology, English, and Maths classes for all elementary grades, throughout the 2020 school year

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- Revised lesson plans to correspond to changes in curriculum. Acknowledged by teachers for attention to detail
- Subbed for Biology, English, and maths classes. Graded every quiz allocated by long-term teachers.
- Revised lesson plans to correspond to changes in curriculum. Acknowledged by teachers for attention to detail.
- Regularly filled in when the soccer coach was absent at practices. Improved student participation in drills by 30%.

❖ **Substitute Teacher, Menlo Park High School** Jan 2017 — Nov 2018
New York

Responsible for planning lessons for all elementary grades that teach learners via practical and theoretical examples.

- Conducting tests and assessments.
- Grading students' assignments and monitoring their progression.
- Supervising learners during lunchtimes in the cafeteria and on the playground during recess, ensuring their safety.
- Distributing tests, monitoring exam sessions, collecting exam papers, and doing the grading thereof.
- Preparing draft lesson outlines, creating worksheets for learners to do during lessons.

EDUCATION

❖ **University of Arizona** Jan 2021 — Present
Master's Degree in Curriculum and Instruction Buffalo

❖ **Ashford University** Jan 2018 — Dec 2020
Bachelor's Degree in Creative Writing Ashford

- GPA: 3.5
- Majors: Communication Sciences, Creative Writing.
- Honors: Deans List

❖ **Chicago State University** Jan 2016 — Jul 2018
Bachelor's Degree in Education San Vicente Chicoloapan

- Majors: Reading, Literature, Pedagogy.
- Minors: Curriculum Design, Instructional Technology, Instruction Design.

SKILLS

Leadership	<i>Expert</i>	Modified Instructional Techniques	<i>Expert</i>
Classroom Management	<i>Expert</i>	Knowledge of Educational	<i>Expert</i>
Conflict Resolution	<i>Expert</i>	Philosophies	
		Advanced Teaching Techniques	<i>Expert</i>

HOBBIES

Blogginh, Gymnastics, Glassblowing

LANGUAGES

Mandarin *Native speaker* Italian *Native speaker*
French *Highly proficient*

COURSES

❖ **General Education Certificate** Jan 2021 — Jan 2021
Miami Secondary School, FL.