**SAMPLE SECONDARY TEACHER RESUME**

154 North Foundation Hall, Rochester, MI 48309

248-370-3250, [teacher@oakland.edu](mailto:teacher@oakland.edu)

**Objective** A teaching position in a secondary school where I can impart knowledge and enthusiasm

for life-long learning.

**Education** Oakland University, Rochester Michigan May 2014

Bachelor of Arts, English GPA 3.65

Secondary Teacher Certification in English and History June 2014

Dean’s List Oakland University Summer 2013

Received Academic Honors Winter 2012

**Teaching** Avondale High School, Auburn Hills, MISept 2013– April 2014

**Experience** *Yearlong Student Teaching Internship, 9th grade English classroom*

* Used Curriculum Based Measurement (CMB) assessments to monitor progress of 30 students
* Designed and implemented highly effective units for curriculum, textbook, and classroom technology new to the district
* Utilized collaborative learning strategies, Close and Critical Reading strategies, and emphasized reading and writing in conjunction with the Common Core Standards
* Implemented student directed classroom management procedures that increased

percentage of turned in assignments

* Led parent teacher conferences
* Served as advisor for the student newspaper
* Organized and implemented a summer reading program and a student recognition program

Utica Henry Ford II High School, Sterling Heights, MI Jan – Apr 2013

*Secondary field experience, 10th grade History classroom*

* Developed a creative lesson about Ann Frank and led a follow-up interactive activity
* Created a rubric to correct World War II projects
* Built close relationships with children of all ages, as well as the teaching staff

Van Hoosen Middle School, Rochester, MI July – August 2013

*YMCA summer camp field placement*

* Taught children of all ages and multicultural backgrounds
* Worked closely with 2 deaf children during daily activities and field trips gaining their trust and friendship

Pontiac Academy for Excellence, Pontiac, MI Sept – Dec 2012

*Middle School field experience, 6th grade Social Studies and Language Arts classroom*

* Prepared SMART Board presentations for Geography and Language Arts on multiple occasions
* Planned a field trip to the Sterling Heights Nature Center to expand student minds and present them with a hands-on learning environment
* Learned best practices in language arts, guided reading groups, and arranged center activities

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**Employment** Mt. Clemens School District, Mt. Clemens, MI Sept 2013 – Present

*Substitute Teacher, grades K-12.*

* Effectively manage classes up to 40 students
* Use multiple forms of disciplinary actions to correct students' behavior
* Administer Qualitative Reading Inventory (QRI) assessments
* Work with students with autism, emotional impairments, and a number of learning disabilities
* Develop accommodated lessons and assessments appealing to a variety of learners

**Memberships** Michigan Education Association, 2012-2014

Oakland University Student Association for Teacher Education, 2011-2014

Phi Delta Kappa, 2010-2014

MRA (Michigan Reading Association), 2009-2014

SMEA (Student Michigan Education Association), 2009-2014

**Skills** Inspiration Data Director Power School

ELMO Digital Projector Holt McDougal

MS Word Adobe Photoshop MS PowerPoint

iMovie Google Earth Web Design

MS Excel MS Outlook Moodle

CPR and First Aid Certification, April 2015

**Professional** Reading Apprenticeship Workshop Series, 2013

**Development** Strategies for Teaching English Workshop, 2013. Developed and tested teaching

approaches for diverse student populations

Building Multi-Tiered Systems of Support (MTSS) Conference, Summer 2013

Secondary Writing Instruction for Teachers (SWIFT) Workshop Series, 2014

Interdisciplinary Learning in Your Classroom Workshop, by Dr. Heidi Hayes Jacobs, 2014

*Michigan on the Move* workshop-re: insightful ways to improve MEAP scores, 2014

**Activities/** Multiple team and individual sports, coaching

**Interests** Photography

**Philosophy** A positive self-esteem is essential for all young adults if they are to learn and develop in healthy ways. Designing an atmosphere where they are not afraid to take risks and fail is central to creating inner strength, motivation, and a lifelong desire to achieve and excel.

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***Professional Education Classes Completed Prior to Student Teaching***

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| --- | --- |
| **Course Title** | **Course Credit** |
| Intro to Secondary Education | 4 |
| Educational Psychology for K-12 | 4 |
| Educators  Teaching Reading | 4 |
| Approaches to Teaching Literature  and Composition | 4 |
| Intro to Students with Special Needs | 4 |
| Teaching in Content Areas | 4 |
|  |  |
| ***Subject Area Concentrations***  **English Major Class List** **Course History Minor Class List Course** | | | |
|  | **Credit** |  | **Credit** |
| Literature of Ethnic America | 4 | Intro American History before 1877 | 4 |
| Fundamentals of Grammar:  History of English Language | 4 | Intro American History since 1877 | 4 |
| American Literature | 4 | Intro Europe before 1715 | 4 |
| Teaching of Reading | 4 | Intro Europe since 1715 | 4 |
| British Literature | 4 | The American Revolution | 4 |
| Approaches to Teaching | 4 | The Civil Rights Movement in America | 4 |
| Literature and Composition |  |  |  |
| British Literature of the Restoration and 18th Century | 4 |  |  |
| British Literature of the Renaissance | 4 |  |  |
| American Literature 1920-1950 | 4 |  |  |
| Advanced Critical Writing | 4 |  |  |
| Studies in Literary Kinds | 4 |  |  |
| Classical Mythology | 4 |  |  |