

## TEACHER

### Professional Summary

Master teacher looking for new role and Industry. I'm looking to leverage the valuable skills, knowledge, and experiences as a teacher to advance a new client or organization in an executive or leadership position.

### Skills

- Instructional Design, Teaching, Progress Monitoring, Course Development
- Evernote, Slack, Social Media, Excel, Outlook, Adobe Photoshop
- Management: Staff, Projects, Daily Scheduling
- Financial Analysis, Security Trading, Portfolio Management, Liability Structuring
- Research, Analysis, and Planning

### Work History

Teacher , 08/2014 to Current

Company Name " City , State

- Teaches classes in accordance with requirements of approved courses of study at expected student progress expectations
- Uses information about individual students' academic strengths, needs, and progress in planning
- Designs activities to engage students in cognitively challenging work aligned to standards
- Uses resources that will promote high levels of learning and student engagement in classroom environment
- Closely monitors student learning in order to understand how students are progressing toward learning objectives and provides students with instructive timely feedback that moves their learning forward
- Establishes classroom environment that is safe and supportive, risk-taking is encouraged, students feel free to contribute their ideas, and teacher and student interactions are respectful and polite to promote positive learning environment for all students
- Initiates and participates in Individualized Education Plan IEP meetings with administrators, faculty, parents, and other parties involved to develop and IEP for eligible students
- Utilizes District approved behavior modification techniques to implement IEP goals and continually monitors student progress toward IEP goal achievement
- Maintains established policies and procedures for reporting incidents e.g., child abuse, substance abuse, harassment, and violence
- Communicates with families to create partnerships around student learning by providing information about instructional programing and progress of their student
- Fostered team collaboration between students through group projects for Mathematics, ELA, and History
- Evaluates performance of subordinate personnel

Robotics and Design Instructor , 08/2012 to 09/2014

Company Name " City , State

- Provided clear informative lectures on working with Robotics kits, programming, and theory
- Increased educational expertise and knowledge of design by participating in instructor-oriented workshops
- Modified lessons and curriculum to accommodate diverse learners by using strategies such as peer-assisted learning and group work

Executive Advisor , 08/2015 to Current

Company Name " City , State

- Portfolio management realizing 20-25% annually over 5 year period
- Research and Analytics
- Provide relocation services for client's and their families
- Take clients through Time and Asset Restructuring System
- Developed anti-fragile contingency and recovery strategies to prepare company and clients for Black Swan Events
- Planned and launched large-scale events that boosted revenue by 15%
- Implemented process improvements to automate office operations, including record tracking and mobile apps
- Improved office efficiency by effectively managing internal communications and correspondence
- Maintained work structure by drafting work contracts

### Education

M. Ed : Teaching , 2016

University of California - Los Angeles - City , State

Master's degree Elementary Education and Teaching

Bachelor of Arts : Psychology , 2003

The University of New Mexico - City

Studio Arts Santa Monica College - City , State

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