

First Last Name

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efolio: <https://sites.google.com/name>

CERTIFICATION

New York State Initial Certification in Spanish, (Grades 7-12)

December 20XX

EDUCATION

St. Bonaventure University, St. Bonaventure, NY

M.S. Ed., Adolescence Education (December 20xx) GPA: 3.87/4.0

Financed graduate education through competitive graduate assistantship

B.A., Spanish with a minor in Business Administration (May 20xx) GPA: 3.76/4.0

Concentrated coursework in French (24 credit hours)

Sigma Delta Pi (National Collegiate Hispanic Honor Society) • Pi Delta Phi (French National Honor Society)

Study Abroad: Universidad de Sevilla, Cursos para Extranjeros, Seville, Spain (Spring 20XX)

TEACHING EXPERIENCE

Olean City School District, Olean, NY

Long-term Substitute Spanish Teacher, Grades 6-8

Spring 20XX

- Assumed full teaching responsibilities, including mid- and end-year grading, as well as end of year testing, due to an unforeseen teacher retirement (May-June 20xx)
- Administered and graded NYS Spanish Proficiency Exams
- Differentiated instruction to meet the needs of students in a low socio-economic, culturally diverse environment
- Taught three 13-day exploratory Spanish courses to introduce all 6th grade students to the Spanish language

Preferred Substitute Teacher, Grades K-12 (all subject areas)

20XX-present

After-School Academic Tutor, Grades 7-9

20XX-present

West Valley Central School, West Valley, NY

Spanish Student Teacher, Grades 9 - 12

Spring 20XX

- Developed differentiated Common Core/curriculum-based lessons for whole and small group instruction
- Served as co-advisor for the Spanish Club
- Provided individualized instruction for ESL students
- Skilled with Smartboards and other classroom technology (iPad, Netbook and Mac)

Salamanca City School District, Salamanca, NY

Spanish Student Teacher, Grades 7 and 8

- Formed meaningful relationships with students and parents, improving contact by creating class blog
- Created lesson plans, assessments, activities and incentive/behavior management plans

RELATED EXPERIENCE

Teaching and Learning Center, St. Bonaventure University, NY

Teacher/Mentor/Tutor (Graduate Assistantship)

Fall 20XX-Spring 20XX

- Taught multiple five-week courses to at-risk college freshman in the University's Academic Restoration Program

Olean City School District, Olean, NY

Water Safety Instructor and Program Coordinator

Summers 20XX, 20XX

PROFESSIONAL AFFILIATIONS

New York State Association of Foreign Language Teachers (NYSAFLT), Member, 20XX-present

Western New York Foreign Language Educator's Council (WNYFLEC), Member, 20XX-present

ACTIVITIES

Spanish and French Tutor (Teaching and Learning Center) • First Year Experience Mentor • SIFE (Students in Free Enterprise) • SPCA Volunteer • Flute Ensemble