

Education

Lebanon Valley College of Pennsylvania - Bachelor of Science Degree - August, 2001

- Elementary Education Major
- Pennsylvania Private School Certification
- Pennsylvania Public School Certification

Related Courses:

ELM 220 - Music in the Elementary School	EDU 346 - Educational Technology
ELM 250 - Mathematics in the Elementary School	ELM 361 - Language Arts in the Elementary School
ELM 270 - Children's Literature	ELM 362 - Social Studies in the Elementary School
ELM 280 - Field Practicum in the Elementary School	ELM 440 - Student Teaching
EDU 310 - Introduction to Exceptionalities in Children & Youth	ELM 499 - Senior Seminar
ELM 332 - The Physical Sciences in the Elementary School	PSY 100 - Introduction to Psychology
ELM 341 - Teaching of Reading I	PSY 217 - Developmental Psychology
ELM 342 - Teaching of Reading II	PSY 220 - Educational Psychology
ELM 344 - Health Education in the Schools	PSY 321 - Psychology of Child Development

Teaching Experience

Kindergarten Teacher – Little People Day School, Kingston, PA

Shared classroom responsibility for 36 kindergarten students during the 2001-2002 school year. Additional responsibilities include: Day care supervision before and after school and seminar attendance twice a year.

Student Teacher - Elm Tree Elementary School, Mount Joy, PA

Assisted 22 4th grade students during the 15-week fall semester of 2000. Obtained full classroom and faculty responsibilities including: Classroom management skills, Madeline Hunter lesson plan Mastery Teaching formats. Additional responsibilities included faculty meeting and ACT 180 day attendance.

Substitute Teacher – Howard County School District, MD

Supervised and managed classrooms in the absence of an everyday teacher. Obtained full classroom duties and responsibilities.

Teaching Related Experience

- Private Tutor and caregiver – Fall 2001 – Winter 2003
- Day Care Teacher - Summer 2000 - worked with toddlers and preschool aged children on vocabulary development, speech, writing, art, reading, and music.
- Private Tutor and caregiver - Summer 1999 - worked with and tutored a fourth and first grade student in mathematics, science, reading, creative writing, spelling, and art.
- Summer Camp Youth Counselor - 1995,1996,1997

Computer Skills

Proficient in the following: Windows 3.1, Windows 95, 98, 2000, Windows Me, Macintosh OS 8, Microsoft Office 97 & 2000, Microsoft Works, Microsoft Word 97/2000, Excel 97/2000, Word Perfect 3.5 for Macintosh, WS-FTP 95, Microsoft Powerpoint, Adobe Acrobat Reader, Adobe Photoshop 4.0, Netscape Navigator, Microsoft Internet Explorer, Hyperstudio.

Other Activities and Work Experience

- Contacted alumni and friends of Lebanon Valley College for 3 years as part of the campus phonathon, in order to raise money for the annual collegiate fund.
- Managed a group of 8 Lebanon Valley College Phonathon callers for one year. Provided motivation and encouragement for the callers becoming proficient in staff and finance management as well as overseeing the filing and recording of all associated paperwork.
- Waitress for Genetti's Hotel and Restaurant – 2002
- Legal Secretary and Receptionist – fall 2001 – Multiple computer related skills, Dictaphone, filing, faxing, telephone interpersonal skills which included taking appointments and making appointments for a local Wilkes-Barre Attorney.
- Receptionist/secretary for hair Salon – summer 1998 – Telephone skills needed to make appointments.
- Host/Hostess for Bennigan's Restaurant – 1996-1997
- Waitress for Bennigan's Restaurant – 1996-1997
- Member of Lebanon Valley College Swim team – 1997
- Sales associate for County Seat Clothing – 1995,1996
- Experienced horseback rider for 5 years.
- Experienced basketball player for 8 years.

References

Available upon request.