

**FIRST NAME LAST NAME**

City, State [Emailaddress@provider.com](mailto:Emailaddress@provider.com) Phone Number  
linkedin.com/in/firstnamelastname/

**OBJECTIVE**

A \_\_\_\_\_ position utilizing my \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ skills

**EDUCATION**

**B.S.Ed., Elementary Education**, Northern Illinois University, DeKalb, IL, May 20XX

**Licensure:** IL Professional Educator License

**Endorsements:** Elementary Education (K-9), Middle Level Language Arts, Social Science, General Science

**SPECIAL SKILLS**

**Language:** basic knowledge of Spanish

**Technology:** Microsoft Office Suite, LiveText, Grade Pro, Photoshop, Dreamweaver

**TEACHING EXPERIENCE**

**Student Teacher/Co-Teacher**, Central Middle School, Zion, IL, August 20XX-May 20XX

- Engaged in a full year of intensive co-teaching, including mentorship by an experienced teacher at a PDS site
- Developed lessons in all subjects for 25 children in 6<sup>th</sup> grade
- Created lessons in math and science, placing special emphasis on writing across the curriculum
- Modified content of lessons and tests for students in ELL program
- Team-taught a unit on the prairie, culminating in a 3-day/2-night experience at Morton Arboretum
- Guided students in writing research papers: note taking, outlining, rough drafts, and final draft production

**Clinical Experience**, Lincoln Elementary School, Northfield, IL, January 20XX-May 20XX

- Conducted social studies unit for 25 students in 3<sup>rd</sup> grade on geographic aspects of community
- Taught lesson on dental hygiene; incorporated a bulletin board, "My Beautiful Smile," featuring students' photographs

**Teacher Aide**, Horace Mann Elementary School, Wilmette, IL, August 20XX-December 20XX

- Helped kindergarteners during center time in learning stations for writing, problem solving, and creative thinking
- Designed a bulletin board on Egypt's Nile River to accompany classroom teacher's unit

**VOLUNTEER EXPERIENCE**

**Coordinator**, Palatine Celtic Soccer Club, Palatine, IL, June 20XX & June 20XX

- Supervised groups of 40 U.S. students on two-week cultural exchange programs to Rio de Janeiro
- Scheduled students' flights and determined placement with host families; arranged participation in Brazilian soccer tournaments
- Planned travel itinerary, accommodations, and budgets for Rio de Janeiro students traveling to Chicago

**Chair**, Science Day Committee, Fresh Elementary School, Zion, IL, April 20XX & April 20XX

- Organized school-wide mini classes to expand learning activities
- Recruited 50+ parent and community speakers from the Forest Preserve District and College of Lake County

**ORGANIZATIONS**

**Student Education Association**, Treasurer, August 20XX-May 20XX

**Fresh Elementary School**, Zion, IL: PTA Directory Committee Co-Chair, August 20XX-May 20XX

**Lincoln Zone Neighborhood Watch**, Zion, IL: Picnic Committee Co-Chair, August 20XX-May 20XX