

KERRY J. DOE

10325 S. State Street - Orland Park, IL 60462 • (708) 555-1111 • kerrydoe@mailbox.com

OBJECTIVE Seeking a full-time teaching position in an elementary grade classroom.
Willing to assist with extracurricular activities.

EDUCATION **Saint Xavier University - Chicago, IL**
Bachelor of Science, January 20xx
Major: Elementary Education Minor: Mathematics
GPA: 3.55/4.00 (Cum Laude)

LICENSE Illinois Professional Educator License
Endorsements: Elementary Education (K-9), Mathematics

RELEVANT EXPERIENCE **Liberty School - Orland Park, IL**

Student Teacher, 5th Grade (8/xx-12/xx)

- Developed and taught creative, interactive lesson plans for all subject areas, for a culturally diverse class of 25 students.
- Modified lesson plans to meet the needs of all learning styles and ability levels, including for two students with documented learning disabilities.
- Incorporated journaling, Internet instruction, and J-Scale teaching methodologies into lesson plans for a unit on science fiction literature.
- Created an encouraging environment that instilled qualities of positive self-image and proper citizenship in students.
- Employed classroom management skills that were based on positive reinforcement.
- Directed weekly after-school grammar tutoring sessions for small groups.
- Supervised a field trip to a cultural museum and an all-classes open-gym night.
- Conducted candid, thorough first-quarter parent-teacher conferences.
- Prepared monthly classroom thematic bulletin boards.
- Contributed to semi-monthly special education resource meetings.
- Participated in staff professional development workshops on topics such as rubrics, behavior modification, and Penn Reading Assessments.

(Note: Be specific in describing the types of special needs students, teaching methods, technologies, assessment tools, classroom management techniques, after-school programs, parent interaction, in-service workshops, etc. that are associated with your relevant experiences.)

Moraine Valley Community College - Palos Hills, IL

Mathematics Tutor (1/xx-5/xx)

- Helped students individually to develop improved study and comprehension skills for algebra and geometry coursework.
- Conducted group study sessions to review material each week for one professor's introductory calculus classes.
- Reported the progress of students to instructors who referred them for services.

Hickory Hills Park District - Hickory Hills, IL

Camp Counselor (5/xx-8/xx)

- Coordinated recreational activities for 25 children, ages 6-10 years old.
- Provided direction and assistance with other counselors' activities.
- Created a monthly newsletter of camp events.

ACTIVITIES Member, Orland Park Chamber Singers, 20xx-20xx
Volunteer, Tinley Park Senior Center, 20xx-20xx

MEMBERSHIPS Kappa Delta Pi International Honorary Society in Education, 20xx-Present
Pi Mu Epsilon National Honorary Society in Mathematics, 20xx-Present

SOFTWARE Grade Right, Word, PowerPoint, Excel, HTML

REFERENCES Furnished upon request.

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Objective To obtain a full-time position teaching high school biology and chemistry classes.
Willing to coach athletics or advise extracurricular activities.

Education **Saint Xavier University, Chicago, IL**
Certification in Secondary Education, December 20xx
Bachelor of Science in Biology, Minor in Chemistry, May 20xx
GPA: 3.95/4.00 – Summa Cum Laude

License Illinois Professional Educator License
Endorsements: Secondary Education (6-12), Biology, Chemistry

Honors Knudsen-Kemptron STEM Leadership Scholarship, 20xx-20xx
Dean's List of Honor Students, 5 semesters

Activities National Chemistry Student Society – Saint Xavier Chapter, 20xx-present

- Communications Chairperson, 20xx-20xx
- Coordinated a Young Scientists Fair for middle school students in the community.

Skills Computer: Grade Right, Word, PowerPoint, Excel, HTML
Language: Fluent in Polish

Teaching Experience

Minooka High School, Minooka, IL

Student Teacher, 1/xx-5/xx

- Developed and taught creative, interactive lesson plans for one Junior Honors Chemistry class and three Sophomore Earth Science classes.
- Incorporated Internet instruction, J-Scale teaching methodologies, and Lexington laboratory experiments into learning activities.
- Applied scientific concepts to common scenarios in students' lives to enhance lessons.
- Employed classroom management skills that were based on positive reinforcement.
- Tutored students after school hours, both individually and in small groups.
- Conducted candid, thorough third-quarter parent-teacher conferences for all classes.
- Helped coordinate conservation activities for the students' Environmental Club.
- Attended a teacher in-service workshop on community-based programming.

(Note: Be specific in describing the types of special needs students, teaching methods, technologies, assessment tools, classroom management techniques, after-school programs, parent interaction, in-service workshops, etc. that are associated with your relevant experiences.)

Coaching Experience

Lemont High School, Lemont, IL

Assistant Coach, Sophomore Girls' Basketball, 10/xx-3/xx

- Helped develop a program to refine student-athletes' physical conditioning, fundamental skills, and game strategies.
- Assisted the head coach with devising game plans for competition.
- Emphasized the value of team unity and proper sportsmanship.

Clinical Highlights

Reavis High School, Burbank, IL, Fall 20xx

- Created and instructed online learning activities on cell reproduction for biology classes.
 - <http://www.sxu.edu/student/cellrepr.html>

Richards High School, Oak Lawn, IL, Spring 20xx

- Devised and implemented a lab experiment on food additives for a chemistry class.

References and Portfolio Furnished Upon Request