

Special Points for Experienced Teachers to Consider

Because you are an experienced teacher, do not feel compelled to relegate your resume to one page. Nonetheless, try not to extend it beyond two pages. At this point, consider leaving off your student teaching experience.

Be specific in listing the types of assessment tools, teaching methodologies, classroom management techniques, and technologies you have used.

List anything that showcases outcomes or performance achievements of your students.

Mention anything interesting that you have initiated and implemented in your classrooms.

List accomplishments that you have helped any of your committees to attain.

Mention specific in-service workshops you have attended that you find worth noting.

The following are resume samples for experienced teachers...

JANE DOE

123 Main Street - Orland Park, IL 60462

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OBJECTIVE

Passionate, dedicated educator seeking a position teaching elementary education.

QUALIFICATIONS

- Five years of experience teaching regular and special education classes for elementary school in both public and private settings.
- Skilled at developing a creative curriculum, working productively with disadvantaged students, and contributing positively to students' social growth.
- Extensive experience on school improvement committees and after-school programs.

TEACHING EXPERIENCE

ABC School, Tinley Park, IL, 08/20xx - Present

Special Education Teacher, 1st & 2nd Grades

- Teach special education students in a self-contained 15:1:1 (student: aide: teacher) setting.
- Integrate multiple teaching styles to intensify the range of learning.
- Supervise stimulating math learning centers utilizing various manipulatives.
- Teach guided reading lessons to model effective questioning, clarification, and problem-solving techniques.
- Use behavior modification techniques as a motivator for improving conduct and encouraging participation, and maintain a strong ability to keep students on task.
- Lead in the formulation of Individual Education Programs, and generate quarterly report cards.
- Evaluate student progress and support recommendations for further student development.
- Participate in Special Education Staff Conferences and CSE Annual Review Meetings.

XYZ School, Frankfort, IL, 08/20xx - 05/20xx

Teacher, 2nd Grade

- Taught a regular education class with 32 multicultural students.
- Utilized multiple teaching methods that included visual, tactical, and auditory materials to reinforce or simplify complex concepts, such as Sand Letters that assist in letter recognition by feeling formations.
- Expanded the range of learning through whole class, individual, and small-group instruction, cooperative education, and math, science, reading, art, and multi-sensory learning centers.
- Led integrated social studies/writing units that allowed students to bridge the gap between real-world issues and course material through library and Internet research, interviews, and creative writing exercises.
- Challenged students to master basic math concepts through implementation of manipulatives (food, sizes, shapes, squares of varying colors), graphing, and charting exercises that developed problem-solving skills.
- Integrated technology into the learning process with computer lab assignments using self-paced programs such as Math Blaster/Reader Rabbit, which developed students' cognitive abilities and basic computer/keyboarding skills.
- Communicated with parents to acknowledge superior work and areas of concern through weekly newsletters, and encouraged parent-volunteer assistance throughout the year.

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Main School, New Lenox, IL, 08/20xx - 05/20xx

Teacher, 1st Grade

- Taught a class with 27 regular and mainstreamed students.
- Implemented a Direct Balanced Literacy Program utilizing a whole language and phonemic awareness approach to reading, science, and social studies in accordance with ELA, IEPs, state, and district standards.
- Employed the use of a buddy system to facilitate student partnering of non-readers with advanced readers.
- Ensured the class's entry in the school's first grade Power Literacy Program contest, requiring each student to complete 25 books a year and a weekly book report. Led class to achieve recognition as first-place winners.
- Accessed students' prior knowledge through use of graphic organizers that allowed students to preview a story beforehand, predict outcomes, and orally present their findings in a coherent, detailed manner.

COMMITTEE EXPERIENCE

Co-Chair, District 123 Mathematics Curriculum Revision Project, 20xx-20xx

- Created a more advanced curriculum, leading to a 5% improvement of students' overall average scores in math on ISAT exams.

District Committee for Magnet Schools, 20xx-20xx

State Special Education Teachers Consortium, 20xx-20xx

ADVISING EXPERIENCE

Staff Advisor, Art Club, XYZ School, 20xx-20xx

- Led a group of 20-25 students, grades 3-5, in creative arts activities after school once a week.

EDUCATION

Saint Xavier University, Chicago, IL

M.A., Special Education, May 20xx

XYZ College, Anytown, IL

B.A., Elementary Education, May 20xx

LICENSE

Illinois Professional Educator License

Endorsements: Elementary Education, Special Education LBS1

SOFTWARE

EduWrite, Blackboard, Excel, PowerPoint, Word, Outlook

Jane Doe

123 Main Street * Orland Park, IL 60462 * (708) 555-5555 * 123email@anyprovider.com

OBJECTIVE

A position as a Learning Disabilities Teacher Consultant.

SUMMARY

- Dynamic, caring professional with more than 10 years of special education teaching experience in a behavior disabilities class with demonstrated initiative, expertise, creativity, and outcomes success.
- Expertise in learning disabilities, needs assessment, behavior modification techniques, individualized education plans, progress evaluations, and human relations.
- Skilled in assessment measures such as Woodcock Johnson, Visual Motor Integration Test, Kaufman Assessment Battery for Children, Peabody Vocabulary Test, and Test of Written Language.
- Superior communication, interpersonal, intuitive, teaching, administration, and leadership skills.

RELEVANT EXPERIENCE

City Board of Education, City, ST, 9/xx-Present

Special Education Teacher

- Initiate one-on-one teaching situations and create individual educational plans for 20 students with moderate to severe behavior disabilities.
- Implement modified instructional methods and shorter lessons to allow students to achieve learning successes and reduce frustration.
- Utilize behavior modification techniques to foster academic, social, and emotional adaptation, with the goal of mainstreaming into the general education system.
- Perform periodic behavioral assessments and skill-level evaluations.
- Communicate extensively with parents to discuss student progress and emerging issues.
- Assisted with 20xx Board of Education project to write and coordinate the behavior curriculum for all schools under the special education department in City, State.

Johnson School District, City, ST, 9/xx-5/xx

Special Education Teacher

- Instructed students in academic subjects, using a variety of techniques such as phonetics, multi-sensory learning, and repetition, in order to reinforce learning and to meet students' varying needs and interests.
- Planned and conducted activities for a balanced program of instruction, demonstration, and work time that provided students with opportunities to observe, question, and investigate.
- Established and communicated clear objectives for all lessons, units, and projects to students.
- Modified the general education curriculum for special-needs students based upon a variety of instructional techniques and technologies.
- Employed special educational strategies and techniques during instruction to improve the development of sensory- and perceptual-motor skills, language, cognition, and memory.
- Established and enforced rules for behavior, as well as policies and procedures that would help maintain safety in the classroom.
- Taught socially acceptable behavior, employing techniques such as behavior modification and positive reinforcement.
- Met with parents and guardians to discuss their children's progress, and to determine their priorities and resource needs for their children.
- Conferred with parents, administrators, testing specialists, social workers, and professionals to develop individual educational plans designed to promote students' educational, physical, and social growth.
- Maintained accurate and complete student records, and prepared reports on children and activities, as required by laws, district policies, and administrative regulations.

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XYZ Community College, City, ST, 9/xx-5/xx

Instructor

- Participated in an innovative program to encourage high school students in urban areas to pursue a college education.
- Provided young adults with post-college options and helped them choose potential occupations.
- Fostered student interest and enthusiasm in subjects such as constitutional law by means of field trips to courthouses, courtroom trials, legal proceedings, and law schools.
- Assisted classes of up to 30 students with SAT / PSAT preparation and career development.

County Advocate Program, City, ST, 3/xx-9/xx

Child Advocate

- Served as a mentor and provided stability to at-risk children in urban environments.
- Taught clients important life skills and values, and encouraged personal development and self-esteem.
- Engaged clients in wholesome activities after school and on weekends, assisted them with homework, and filled a variety of other needs such as grocery shopping for the family or taking children to appointments.

VOLUNTEER ACTIVITIES

County Hospital, City, ST, 20xx-20xx

Turning Point Program

- Conducted communication groups for alcohol and drug abusers.
- Facilitated a group atmosphere where clients could express emotional hardships, learn how their behavior affects others, and develop skills in giving and receiving feedback.

PUBLICATION / PRESENTATION

“Socializing Students with Autism”

- Published in the Journal of Special Education, March 20xx
- Presented at the Chicago Educators Forum, May 20xx

PROFESSIONAL MEMBERSHIPS

State Special Education Teachers Association
Youth Social Services Programming Association

AWARDS

XYZ Township’s Teacher of the Year Award, 20xx
Dedicated Service to Educational Community Award, 20xx

EDUCATION

Saint Xavier University, Chicago, IL
M.A., Special Education, 20xx

ABC College, Anytown, IL
B.A., Human Services, 20xx

LICENSE

Illinois Professional Educator License
Endorsement: Special Education LBS1

COMPUTER SKILLS

EduWrite, Blackboard, Excel, PowerPoint, Word, Outlook

KERRY A. DOE

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PROFILE

Resourceful, energetic elementary teacher with seven years of experience as an educator. Skilled at developing a creative curriculum, working productively with disadvantaged students, and contributing positively to students' social growth. Background includes committee experience, including in a leadership capacity. Proficient in EduWrite and Blackboard software applications, and fluent in the Polish language.

TEACHING EXPERIENCE

ABC School, Tinley Park, IL

Teacher, Grade 7 (20xx-present)

XYZ School, Frankfort, IL

Teacher, Grade 4 (20xx-20xx)

Experience Highlights

- Created interactive lessons for culturally diverse classes of 25-30 students.
- Modified lessons to meet the needs of learning disabled and bilingual students.
- Designed a math curriculum that incorporated technology into student projects.
- Developed math and language arts learning centers for middle school students.
- Implemented effective behavior management strategies, based on positive reinforcement.
- Conducted weekly group sessions on study skills in math and reading.
- Prepared students for the annual state-wide science project competition.
- Co-directed an in-service workshop on the use of math across the curriculum.
- Created a bilingual parent-student newsletter to improve parent involvement.
- Participated in a Mathematics Teacher Intensive Training Program.

COMMITTEE EXPERIENCE

Co-Chair for the District 123 Mathematics Curriculum Revision Project, 20xx

- Created a more advanced curriculum, leading to a 5% improvement of students' overall average scores in math on ISAT exams

District Committee for Magnet Schools, 20xx-20xx

Illinois Bilingual Teachers Consortium, 20xx-20xx

EDUCATION

Saint Xavier University, Chicago, IL

M.A., Elementary Education, 20xx

ABC College, Anytown, IL

B.A., Elementary Education, 20xx

LICENSE

Illinois Professional Educator License

Endorsements: Elementary Education, Middle School, Mathematics, Language Arts

SELECT SEMINARS ATTENDED

Students-At-Risk Symposium, JKL University, 20xx

Cooperative Learning Strategies, GHI College, 20xx

Crisis Management in the Classroom, XYZ University, 20xx

Learning Centers for Elementary Teachers, ABC College, 20xx

PROFESSIONAL MEMBERSHIPS

American Association of Teachers of Mathematics

Illinois Association of Teachers of Mathematics

References & Portfolio Furnished Upon Request