

Sample Resume

Sandra Jones
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EDUCATION (List Most Current First)

Gonzaga University

Master in Initial Teaching

July 2019 – Present

Bachelor of Arts, Sociology (Minor in Psychology)

May 2016

Awards and Honors

- GPA: 3.89 Magna Cum Laude
- 2012 – 2016 President's List
- 2012 – 2016 President's Academic Scholarship
- 2014 – 2016 Kappa Delta Pi (Honors Society for Teaching)

TEACHING EXPERIENCE

Holmes Elementary, Spokane, WA

Field Experience (3rd Grade)

January 2017

- Plan and collaborate with grade-level team; create daily plans in all content areas for 20 students aligned to the Common Core State Standards; instruct weekly guided reading groups; intentional incorporation of technology across all subjects; implement literacy instruction for 2 English Language Learners; foster relationships with students, establish and maintain classroom management

PROFESSIONAL EXPERIENCE (Must Be Related to Education)

Gonzaga University, Spokane, WA

Graduate Assistant

May 2016 – Present

- Collaborated in STEM integration research; met weekly to discuss and direct application into the classroom; planned and organized lesson plans for STEM integration in an after-school program for 20 students

Boys and Girls Club, Bellevue, WA

Program Staff

Summer 2014 and 2015

- Worked with ages five to eleven; created program for engagement (cooking club, technology, sports, art camp, and similar) for 50 kids; planned educational field trips for 40 fifth and sixth graders

VOLUNTEER EXPERIENCE (Must Be Related to Education)

Gonzaga University, Spokane, WA

Tutor for Saturday Morning Literacy

Fall 2016 – Present

- Reading and writing tutor for grades kindergarten-sixth for low-income families; prepared weekly lesson plans to provide individualized instruction; collaborated with program director to coordinate volunteers; planned and organized ending events to celebrate student success.