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## INSTRUCTIONAL LEADER

*...dedicated to building a positive culture of learning while respecting diversity and inspiring growth*

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### Summary of Qualifications

- An **enthusiastic, focused, and passionate instructional leader** who believes that all children can learn and thrive in a learning environment that is stimulating, comforting, and appropriate to their unique talents and abilities.
- Fourteen years of **successful teaching experience** including elementary general education, secondary special education, ESL, looping, combination classroom, and team teaching in an inclusion model.
- A **National Board Certified Teacher** who desires to focus energy and resources on improving student learning.
- An **instructional leader** who is committed to data-based decision making, collaborative problem solving, and an alignment of resources and goals.
- A **strong collaborator** who is devoted to working closely with district leaders and community partners to encourage parental involvement and strong community alliances.
- A **skilled facilitator** who is dedicated to communicating clear targets, involving all stakeholders, and building a positive culture of learning while respecting diversity.

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## ADMINISTRATIVE INTERNSHIP EXPERIENCE

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School Name, two-year internship

August 2008 - Present

- **Improved student achievement** in addition and subtraction fluency by implementing and supervising a Math Fluency Lab.
- **Coached teachers** on writing common assessments in mathematics aligned with state performance expectations.
- **Fostered positive school/community relations** by serving as a liaison between the Parent Teacher Organization and staff members, working closely with the Cancer Center to implement a school-wide Adopt a Family program, training and monitoring community volunteers in our Math Fluency Lab, and by being an advocate for professional learning communities.
- **Provided staff development aligned with SIP goals** (led book studies about Response to Intervention, trained staff on school-wide discipline components, and facilitated writing and math adoption activities).
- Gained experience and skills with the **process of implementing building-wide programs** (Response to Intervention and Positive Behavior Intervention and Support).

Teaching and Learning Department, summer internship

Summer 2009

- **Planned and facilitated** workshops that produced district power standards for grades K-12.
- **Fostered positive school/community relations** by writing district Parent Curriculum Guides for grades K-5.
- **Trained teachers** on using a scoring range rubric to score district writing prompts.
- Gained experience and skills with the **process of implementing district-wide change** (power standards and focused PLC collaboration time).

School Name, Principal Substitute

January 2010-Present

- **Performed** supervision, discipline, and parent communication duties.

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### LEADERSHIP ACTIVITIES

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- District Math Facilitator
- District Writing Trainer
- National Board Candidate Mentor
- Math Assessment Item Writer for OSPI and ESD XXX
- Building Writing Chairperson
- PTO Teacher Representative
- Committees: Learning Improvement, RTI, School-wide Discipline, Safety, and Technology

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### TEACHING EXPERIENCE

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**Elementary Teacher**, School District Name, 10 years **August 2000 - Present**

- Taught third, fourth, third/fourth looping, and second/third combination.

**Secondary Special Education Teacher**, School District Name, 3 years **August 1997 - June 2000**

- Team taught sixth grade math, science, and language arts utilizing an inclusion model.
- Taught middle school resource and secondary Life Skills.

**Elementary Teacher**, School District Name, 1 year **August 1996 - June 1997**

- Taught fourth grade in an ESL designated classroom.

### EDUCATION

**Administrative Credentials**, Washington State University, Richland, WA - expected May 2010

**M.A. in Teaching, Special Education**, Whitworth College, Spokane, WA - 1996

**B.A. in Education, English and Reading**, Eastern WA University, Cheney, WA - 1994

### ASSOCIATIONS & CERTIFICATIONS

National Board of Professional Teaching Standards Certificate  
Washington Teacher Certificate (K-12 reading, 4-12 English, K-12 special education, and K-8 elementary)  
CPR/First Aid Certificate  
Incident Command Systems Certificate  
Crisis Prevention Intervention Certificate  
GLAD (Guided Language Acquisition Design) Certificate  
Association of Washington School Principals  
Washington Association of School Administrators  
International Reading Association

### REFERENCES

Name, Position, Place of Employment (W)xxx-xxx-xxxx (H)xxx-xxx-xxxx  
Name, Position, Place of Employment (W)xxx-xxx-xxxx (H)xxx-xxx-xxxx  
Name, Position, Place of Employment (W)xxx-xxx-xxxx (H)xxx-xxx-xxxx