

# First & Last Name

Madison, WI | (239) 297-2471 | email@bc.edu | linkedin.com/name

## EDUCATION

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**Boston College;** Chestnut Hill, MA

May 2019

Lynch School of Education & Human Development

*Bachelor of Arts in Applied Psychology & Human Development and Communication | GPA: 3.64*

## WORK EXPERIENCE

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**Camp Sunrise;** Glastonbury, CT

Summer 2016 – Summer 2019

*Summer Camp Counselor*

- Adapted camp activities such as soccer, swimming, and arts and crafts for 70 children age 3-21 with a wide range of mental and physical disabilities, to cater to their needs and promote participation and inclusion
- Responded, in collaboration with trained professional staff, to situations requiring the use of PMT holds and CPR to prevent injury to campers and other counselors
- Educated campers on the importance of skills such as teamwork and sportsmanship to ensure fairness and enjoyment of activities for all campers

**Edison K-8 School;** Brighton, MA

January 2017 – June 2017

*Student Teacher: First Grade English Language Learners Immersion Classroom*

- Redesigned classroom activities under the Sheltered English Instruction model to benefit students of varied English language abilities and varied first languages, such as Arabic, Spanish, and Mandarin
- Crafted intentional lesson plans and taught formal lessons in the subject areas of reading, writing, and math with the group of English Language Learners in mind to maximize success of all students in the classroom
- Supervised small group activities and technology projects to ensure students stayed on task and displayed appropriate behavior, providing encouragement and taking disciplinary action when necessary

## VOLUNTEER EXPERIENCE

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**The Campus School at Boston College;** Chestnut Hill, MA

January 2017 – Present

*Creative Kids Program Volunteer*

- Partner one-on-one with a student with multiple severe disabilities during a musical therapy session to provide comfort, companionship, and assistance
- Aid other students in the session with physically playing the instruments to generate music, while also encouraging the use of adaptive technology and alternative physical actions when an instrument proved too challenging

**Big Brothers Big Sisters of Massachusetts Bay;** Boston, MA

September 2015 – Present

*Jackson Mann K-8 Volunteer*

- Organized in-school activities to build healthy mentoring relationships with two third grade students, while also encouraging connections between the students and their classmates

## SKILLS

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**Certifications:** PMT, First Aid, CPR, EpiPen Injection Assistance, Seizure Training

**Language:** Working Spanish Proficiency

# FIRST & LAST NAME

Atlanta, GA | email@bc.edu | (127) 132-4982 | linkedin.com/name

## EDUCATION

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**Boston College, Morrissey College of Arts & Sciences**

**Chestnut Hill, MA**

*Bachelor of Arts in International Studies, Minor in Environmental Studies*

*May 2020*

**Honors:** Dean's List Second Honors (Spring 2017-Spring 2018) | **GPA:** 3.65/4.00

**Senior Thesis:** The Limitations of International Energy Transition: Sustainable Development in the Face of Environmental Externalities

## INTERNSHIP EXPERIENCE

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**Massachusetts State Government, Operational Services Division**

**Boston, MA**

*Environmental Procurement Intern*

*Summer 2019*

- Served on joint task force between the Operational Services Division and the Executive Office of Energy and the Environment to support its operations and initiatives
- Crafted two different policies, distributed to corporations state-wide, to emphasize and prioritize the importance of environmentally friendly purchasing within Massachusetts
- Researched the production practices of local and national vendors, inspecting their adherence to state regulations, in order to determine the safety of their products for public use

**Environment America**

**Boston, MA**

*Global Warming Intern*

*Summer 2016*

- Created social media campaigns across various platforms and circulated petitions through outreach programming to gather public support for current and future relevant bills up for debate
- Managed Environment America social media accounts, crafting daily content to highlight office events and convey office mission to a broad constituency, increasing follower count by 25%
- Wrote four op-ed pieces, on topics such as office programming and current local events surrounding matters of environmental wellness and sustainability, which were published in five local newspapers

## LEADERSHIP EXPERIENCE

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**Appalachian Mountain Club Camp**

**Boston, MA**

*Assistant Manager*

*Summer 2016 – Summer 2018*

- Co-founded and maintained an annual adult hiking and excursion camp in various national parks that serves 250 guests during the month of July
- Trained new team members on the logistics of camp management to facilitate the serving of three meals per day, daily transportation to excursions, and essential living needs
- Mitigated crises effectively and led the coordination of other team members to ensure the comfort, safety, and satisfaction of campers in a rugged outdoor environment

## EXTRACURRICULAR EXPERIENCE

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**Boston College Outdoor Adventures**

**Chestnut Hill, MA**

*Wild Eagles Trip Leader*

*September 2017 – March 2020*

- Lead a group of 6-8 first-year students on a week-long adventure program before the school year begins to foster community, connectedness, and personal growth in a fun wilderness environment

## SKILLS

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**Certifications:** Wilderness First Aid

# SAMPLE TEACHER CANDIDATE RESUME

## FIRST & LAST NAME

Modesto, CA

email@bc.edu | (899) 897-9111

linkedin.com/name

### EDUCATION

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**Boston College**

Chestnut Hill, MA

**Lynch School of Education & Human Development**

May 2019

*Bachelor of Arts in Elementary Education and Applied Psychology & Human Development* | GPA: 3.69

Honors: Dean's List First Honors (Fall 2018-Spring 2019)

**National University of Ireland at Galway**

Galway, Ireland

Study Abroad

Fall 2017

### LICENSURE

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**Massachusetts Certification**, Grades 1-6, Pending

- Foundations of Reading – Passed February 19, 2019
- Communications and Literacy Skills Test – Passed April 14, 2019
- General Curriculum – Multi-Subject & Math Subtest – Registered to take June 23, 2019

**Teaching English Language Learners Certificate Program**, Boston College

- Satisfies Massachusetts guidelines for skills required of teachers of English Language Learners

### PRACTICUM EXPERIENCE

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**Fourth Grade Full and Extended Practicum Student Teacher**

Sept 2018 – May 2019

*William H. Macy School*

Brookline, MA

- Differentiated class work, homework, and instruction for a diverse range of learners, including English Language Learners and students on IEPs, to maximize student success
- Designed creative projects, such as one where each student planned and taught a lesson of their choosing to the class, to encourage active participation and learning
- Coordinated activities focused on community building, such as a Thanksgiving party celebrating the multitude of cultures represented in the class, to strengthen relationships between classmates, parents, and the greater community
- Applied for and received a scholarship from the City of Boston allowing the entire class to spend a day at the Boston Museum of Science, to supplement in-class teaching and to foster an appreciation for the study of science as a whole
- Collaborated with the fourth grade professional staff team and school principal to plan and implement meaningful lessons, inside and outside of the classroom, to meet Massachusetts curriculum frameworks

**Third Grade After-School Science Teacher**

Jan 2018 – May 2018

*Chauncy Extended Day School*

Boston, MA

- Designed and taught an interactive science unit on the basics of force and motion, culminating in a research project competition to build the fastest model car out of common supplies, to apply classroom learning in a practical sense
- Collaborated with other science teachers on campus to create an engaging curriculum to complement in-school instruction and to meet Massachusetts curriculum frameworks

**Fourth Class (Fifth Grade Equivalent) Pre-Practicum Student Teacher** Sept 2017 – Dec 2017  
*Scoil Bhride Primary School* Galway, Ireland

- Taught basic geography of and culture within the United States through creative programming, such as an interactive game comparing and contrasting the United States and Ireland, to stimulate interest in students' global perspective
- Provided daily assistance one-on-one to English Language Learners during class instruction and individual work time to ensure an equitable learning experience for all students
- Initiated a pen pal program between Scoil Bhride students and Boston students of the same age to foster connection and understanding across international lines

**Third Grade Pre-Practicum Student Teacher** Jan 2017 – May 2017  
*The Friendship School* Brighton, MA

- Adapted a TERC multiplication lesson to include the use of paperclips as a manipulative to provide concrete representation and therefore heighten topic understanding
- Supported a high-need English Language Learner through intentional lesson planning and assistance outside of class to improve reading comprehension and increase vocabulary

**First Grade Pre-Practicum Student Teacher** Sept 2016 – Dec 2016  
*George H.W. Bush Elementary School* Newton, MA

- Incorporated music and art into a Social Studies lesson, through projects such as acrostic poem writing and basic song writing, to encourage engagement with and excitement for class topics
- Read weekly to an English Language Learner to increase vocabulary and ensure continued progress with the rest of the class

## **LEADERSHIP EXPERIENCE**

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**Resident Assistant** Aug 2016 – May 2018  
*Boston College Office of Residential Life* Chestnut Hill, MA

- Oversaw 34 residents in a first year residence hall, directing students in need to appropriate campus resources and guiding all residents through the transition from high school to college
- Coordinated and lead 20 programs per academic year, amounting to 40 programs total, to foster community on the floor and familiarity with campus organizations and services

**Freshman Orientation Leader** Summer 2018  
*Boston College Office of First Year Experience* Chestnut Hill, MA

- Mentored small groups of 10-20 incoming first year and transfer students during seven, three-day orientation sessions, leading conversations on topics of identity, diversity, campus culture, and informed decision-making
- Presented Boston College's mission, policies, and programs to students and families both interpersonally and in group settings of 900+ to introduce them to campus life

## **WORK EXPERIENCE**

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**Intern to Director of Development and External Affairs** Jan 2016 – May 2016  
*Center for Collaborative Education* Boston, MA

- Researched factors affecting the high school to college transition for students from schools with traditionally low college attendance rates, in order to aid director in targeted program development for this population
- Solicited donations to fund pre-grant research for pilot schools