1937 - 156th Avenue • Edmonton, Alberta • V8R 2V9

Residence: (780) 555 – 1222 • bill@internetservice.com • Cellular: (780) 555 –

# STUDENT- FOCUSED PHYSICAL EDUCATION TEACHER

Dedicated to Creating a Positive Learning Environment and Making a Difference in Students'

"Bill's strong desire and ability to instantly build rapport and respect with students, combined with his exceptional classroom management skills, ensure he will be remembered as a teacher who made a difference." classroom ma

Principal, Somewhere, AB

#### PROFESSIONAL PROFILE

Dedicated, resourceful, and innovative instructor who strives to help students change marginal grades into good grades, and supports colleagues and administration in facilitating each child's social and intellectual growth by creating an atmosphere of mutual respect and open communication. Exceptional communicator with students and parents, with a caring and diplomatic manner. Encourages socialization, sportsmanship, and team spirit; motivates students so physical fitness will be an enjoyable part of life.

#### EDUCATION AND CERTIFICATION

Advanced Diploma in Education, University of Calgary, Calgary, AB - 1993 Major: English and Drama

B.Ed. Degree, University of Red Deer, Red Deer, AB - 1982

Major: P.E., Health, Social Studies, and History

Certificate in Tutor Training, Bill's Regional College, Edmonton, AB - 1987 English Literacy

### SELECTED SKILLS AND ACCOMPLISHMENTS

#### Curriculum Development

- Developed innovative curriculum to instruct individual students, small groups, and classes of 30  $\pm$
- Organized time, space, and resources to balance heavy workloads and stringent deadlines. Used unconventional methods and resources to educate students in grammar, spelling, and
- mathematics.
- Created comprehensive classroom social studies learning resource, encouraging student to take home, use, and learn material. Commended by the Principal on this "outstanding" learning tool.

#### Educational Assessment

- Spearheaded volunteer program to fulfill a need for students requiring additional assistance outside the classroom.
- Reviewed numerous classroom assessment methods and techniques- adopted effective tools that were compliant with the school board.
- Recognized the need for appropriate pacing and delay time to ensure all students understood.

# SELECTED SKILLS AND ACCOMPLISHMENTS -- continued

# Student/Parent Relations

- Cultivated parent involvement through consistent written and verbal communication, inviting classroom participation.
- Talent for capturing students' interest in learning by providing training, support, and guidance. Planned numerous extracurricular activities, including organizing tournaments, coordinating transportation, and chaperoning student on out-of-town trips.

# Classroom Presentation

- Identified student's individualism and developed curriculum to accommodate different learning styles, maximizing student comprehension
- Established comfortable, student-focused, two-way communication that empowered students to enjoy the learning process.
- Maintained productive learning environment by stating classroom rules, holding students according their actions, and implementing consistent and fair consequences.

## EXPERIENCE IN EDUCATION

Full -Time Teacher, P.E. (grades 5 -11) Valley School, Edmonton, AB Valley

1998 -- 2001

Substitute Teacher Public School Board, Edmonton, AB 1997

# ADDITIONAL EXPERIENCE

Administrative Assistant Somewhere Office, Edmont

1999

Marketing Associate Retail Hardware, Edmonton, AB

1990-1994

CERTIFICATES

Roger K - 8 Workshops, South Lions, Edmonton, AB Teaching English to Speakers of Other Languages, Edmonton, AB – 1999 Children Growing Up Today, Edmonton, AB – 1998

#### COMMUNITY SERVICE & AWARDS

Rotary Club, Edmonton, AB (1998 - Present)
Football Coach, Mini League, Edmonton, AB (1995 - Present)
Reading Network, Edmonton, AB (1994 - Present)
Volunteer Award - tutoring reading and writing.

Make a Difference Community School, Edmonton, AB (1994 – 1996)
Outstanding Volunteer - drama, reading, and puppetry.
Regional College, Edmonton, AB (1995 – 1998)
Received recognition - teaching adult literacy and English as a Second Language.