# **KAREN TEACHER** 14 Station Rd. Bellport, NY 11713 (631) 555-5555 Kteacher@gmail.com

**Profile:** Highly organized, creative, resourceful student with a strong work ethic and compassion for helping others.

**Education:** **Suffolk County Community College**, Selden, NY *A.S. in Early Childhood Education*, May 2026 GPA: 3.3 **BOCES HB Ward Technical Center**, Riverhead, NY: *Certificate in Early Childhood Education*, May 2024

**Bellport High School,** Brookhaven, NY: *NYS Regents High School Diploma*, June 2024

**Related** Foundations in Early Childhood Education Introduction to Psychology

**Courses:** Curriculum for the Young Child I and II Child Psychology

**Skills:** Proficient in MS Word, PowerPoint, and Excel, Google Docs, Slides, Sheets, and Canva

 Oral and written knowledge of Intermediate Spanish and Beginner understanding of ASL

Ability to work both as a team member and independently

Excellent oral and written communication skills

CPR / AED certified (infant, child, adult) American Heart Association, expires January 2026

**Professional** Identification of Child Abuse and Neglect (Mandated Reporter), December 2024

**Development:** School Violence Prevention and Intervention, December 2024

 Dignity for All Students Act (DASA) Training, December 2024

**Experience: SUFFOLK COUNTY COMMUNITY COLLEGE** Selden, NY

**Student Support Services:** *Tutor* January 2025 – Present

* Meet individually with students to provided tutoring assistance in psychology and education courses, and prepare students for upcoming exams

**Campus Activities & Student Leadership Development:** *Peer Mentor* January 2025 – May 2025

* Helped students navigate the college website to select courses and build a class schedule
* Handled office operations, greeting visitors, answering phones and providing campus resources
* Managed front desk operations at information booth and documented attendance at events

**SCOPE EDUCATION SERVICES, GRUNDY ELEMENTARY SCHOOL** Holbrook, NY

*Group Leader*September 2024– Present

* Provide homework help covering reading, spelling and math and prepare students for upcoming tests
* Facilitate an organized game indoors and outdoors for physical and social development
* Foster children’s artistic expression through arts and crafts
* Answer door during pickup and ensure child is released to appropriate parent or guardian
* Collaborate with coworkers to manage up to 50 children each day in afterschool activities
* Maintain 1:10 ratio within groups to successful supervise and provide individual attention

**FUTURE STARS, ST. JOSEPH’S UNIVERSITY** Patchogue, NY

*Camp Counselor, Rising Stars Group* June 2024 – August 2024

* Supervised safety and well-being of children ages 2-5 during a day camp
* Engaged children in arts and crafts, sports, music, and swimming lessons
* Assisted during meal times, helped children transition to different activities while establishing routine

**Clinical**  **BOCES HB WARD TECHNICAL CENTER**, Riverhead, NY

**Fieldwork:** *Lead Teacher* September 2022 – May 2023

* Created lesson plans on topics including farm animals integrating math, art, reading and music
* Designed puppets and conducted puppet shows for children based on the book “Bucket Filler” on bullying
* Engaged preschool children ages 3-4 and communicated with parents regarding child’s progress and behavior

**Honors:**  Phi Theta Kappa International Honor Society, March 2025 – Present

Dean’s List, Suffolk County Community College

**Activities:** **SUFFOLK COUNTY COMMUNITY COLLEGE,** Selden, NY

 *Member*, Future Teachers Club, September 2024 – Present

 *Member*, Community Service Club, September 2024 – Present

 **GIRL SCOUTS OF SUFFOLK COUNTY,** Commack, NY

*Troop Leader*, 2023 – 2024 / *Member*, 2012 – 2023

* Led a Daisy group of scouts ages 5-7 through arts & crafts, social, emotional and academic activities
* Earned Girl Scout Bronze, Silver, and Gold Award 2012 – 2023
* Completed various community service events