



PATRICIA SANDERS

1234 WESTERN DRIVE • SCOTCH PLAINS, NJ 07076
(908) 555-1234 • pat@riklanresources.com

HIGH SCHOOL SCIENCE TEACHER

Chemistry > Biology > Earth Science > Physics > General Science

Highly motivated, energetic educator with extensive and varied experience teaching science. Strong track record of fostering student motivation, creativity and enhanced learning. Committed to creating a classroom environment that is stimulating and encouraging. Demonstrated ability in individualizing instruction. Diplomatic approach to parent-teacher relationship while actively soliciting and encouraging parental participation to ensure student development.

KEY SKILL AREAS

INSTRUCTIONAL STRATEGIES

- Utilize technology, cooperative learning and hands-on experiences to align and meet core content and state standards.
- Evaluate instructional needs and ensure all appropriate learning modalities are utilized for given population.

EDUCATIONAL TECHNOLOGIES

- Utilize instructional media to enhance scope and quality of education.
- Accomplished in use of hands-on materials combined with technologies such as PowerPoint presentations and overheads to complement lessons.

STUDENT/PARENT RELATIONS

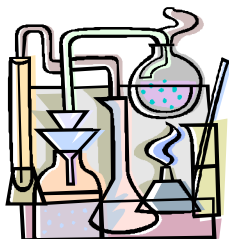
- Proactively and consistently correspond with parents via e-mail and phone to maintain open communication regarding student progress.
- Natural gift for getting students excited about learning.

LEARNING STYLES/LEADERSHIP

- Establish a creative and inspiring learning environment by engaging student participation.
- Committed to motivating students, building self-esteem and encouraging a safety-conscious classroom.

NOTEWORTHY ACCOMPLISHMENTS

- Continually and consistently achieved highest grade averages in chemistry department on final exams.
- Spearheaded Basking Ridge Elementary School Science Fair through proactively recruiting and collaborating with volunteer high school students. Supervised all booths, operated an interactive demonstration and handled all logistics for pre and post event.
- Taught SAT II after-school review classes for chemistry.
- Nominated by Flushing High School Administrators for the Presidential Award for Excellence in Mathematics and Science Teaching, Washington, DC.
- Appointed and retained for seven years to oversee and supervise a peer-tutoring program in all aspects of development.
- Chosen by high school principal of a special education institution to design and present a two-day staff development on how to teach regents biology to special education students.
- Selected to work on a committee of six to critique the Foundation of Science curriculum, an unique curriculum sponsored by the Brooklyn Union Gas Company and implemented throughout the city. Presented curriculum to high school teachers for a staff development day at Stuyvesant High School.
- Awarded "Teacher of the Year" at Flushing High School.
- One of five borough representatives selected by the Superintendent's Office to plan and instruct a televised student-teacher video lesson used for new teacher workshops and staff development throughout New York City. (WNYE Television/Board of Education)
- Who's Who in America's Teachers.



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LICENSES, CERTIFICATIONS AND TRAINING

New Jersey State Permanent Certifications/K-12

- Physical Science
- Biological Science
- Earth Science

New York State Permanent Certifications/K-12

- Chemistry
- Biology
- Earth Science
- Physics

Continuing Education:

Summer Institute for Teachers of AP Chemistry, Manhattan College, Riverdale, NY

Summer Institute for New Teachers of Regents Chemistry, SUNY Purchase, Purchase, NY

Science Education Seminars:

Consumer Chemistry, Biotechnology, Chemistry of Toys, Stonybrook University, Stonybrook, NY

Specialized Training: Maximizing Teacher Effectiveness in the Classroom, Madeline Hunter, Long Island, NY

CAREER HISTORY

Rider High School , Science Teacher, Manalapan, NJ <i>Courses:</i> Honors Chemistry and Mathematical Chemistry	2006–2009
Millton High School , Science Teacher, Freehold, NJ <i>Courses:</i> Physical Science	2002–2005
Great Lake South High School , Science Teacher, Merrick, NY <i>Courses:</i> Regents Chemistry and Regents Biology	1998–2000
Queens High School , Science Teacher/Supervisor - Peer Tutoring Program, Flushing, NY <i>Courses:</i> Regents Chemistry, Earth Science and Biology, General Chemistry, and Environmental Science	1988–1998
Clarke Junior/Senior High School , Student Teacher/Science Teacher, Westbury, NY <i>Courses:</i> Regents Chemistry, Honors Chemistry, Regents Physics and Physical Science	1987–1988

COMPUTER SKILLS

Microsoft Word, Excel, Power Point, E-mail, Internet, YouTube, United Streaming.

EDUCATION

Master of Science, Secondary Education, **New York University**, New York, NY

Bachelor of Arts, Biology, **Hofstra University**, Hempstead, NY

Project Notes:

This client had a few challenges. Although she is an experienced chemistry teacher and had a lengthy tenure early in her career, she moved around quite a bit and more recently has gaps due to child-raising and other personal scenarios. I wanted the focus to be off of where she's been historically by putting this in a functional format.

Competition is fierce in our area for teachers and my client was concerned with "how to get noticed". Her perception was that science teachers are seen as "boring and dry", and our goal was to offer the readers something that looked fun and inviting. Therefore, we used an appropriate clipart, a fun font for her contact information, some color and a border to "jazz" it up. She explained that in her field, the educators want to see that the teacher can "bring alive" scientific material in a way that really grabs the students, and we chose to do the same with her résumé.

Having dual licenses is a commodity and we highlighted this in a separate section. It also gave her the flexibility to target both states.

Although some schools requested that the résumé be sent electronically, she was proud of the product and chose to walk it in. She successfully secured a full-time staff position, after having sent her old résumé to 50 different schools and was told that the résumé is what convinced them to call her.

SAMPLE