

Objective

Seeking an Assistant Educator position an outstanding career opportunity that will offer a rewarding work environment along with winning teamwork.

Skills

MS Office, Educational Skills, Organizational Skills.

Work Experience

Assistant Educator

ABC Corporation - June 2009 – September 2009

- Ensured that each child is cared for equally.
- Assisted teachers in daily educational activities.
- Planned and taught a curriculum that fulfilled NAYCE standards.
- Presented engaging material designed to encourage students to develop skills.
- used programs specially designed for students dependent on their educational needs.
- Helped in implementing new curriculums mandated by the State, particularly those addressing specialized youth.
- Ensured all necessary documentations were received to enroll families in the program.

Assistant Educator

Delta Corporation - 2006 – 2009

- Facilitated activities designed to teach third grade and Kindergarten students about science and nature Performed.
- Transported families to and from the program Assisted in the classroom as needed Performed Minor housekeeping.
- Meet the daily needs of two years olds Create and implement curriculum Daily parent, teacher communication.
- As head of the JP Morgan Chase Portable Dome Outreach Program, I increased bookings by over 100% through the use of cold calls to the Chicago public.
- Other duties included facilitating family workshops, floor programming, and special events.
- In all settings, I used comedic and improvisational skills to present material in an educationally appropriate and entertaining way.
- Developed a program that encouraged self-confidence and pride in children aged 2 to 6 years old.

Education

GED