

Thomas Teacher

1012 Badger Boulevard ♦ Madison, WI 53706
608-777-5642 ♦ thomas.teacher@gmail.com

January 15, 20XX

Mr. Steve Barrons
Director, Human Resources
Badger School District
1233 First Street
Beaverdam, WI 53916

Dear Mr. Barrons:

The commitment of the Badger School District to developing students to be life-long learners identified on your district's website as a district hallmark immediately caught my attention. This commitment matches one of my personal goals in teaching. Another of my goals is to ignite a passion for reading. Enclosed are my résumé and application materials for a teaching position with Badger School District.

During my student teaching at Leopold Elementary School, I introduced an interactive weather unit. Students monitored the weather in a location of their choice for a period of time, observing trends and anomalies. The unit culminated in a presentation to the class by one of the local meteorologists. Several parents indicated that their children were very engaged in this project and continued to monitor weather and watch televised weather reports after the project had concluded.

Collaborating with all of the second grade teachers as a student teacher, I established a reading enrichment program to challenge exceptional second grade students. The program created an opportunity for the selected students to participate and read books that enhanced their vocabulary and improved their word recognition.

Thank you for reviewing my application materials. I will bring enthusiasm, innovation and dedication for igniting a passion for learning and reading as a classroom teacher. I welcome the opportunity to meet with you to discuss my skills and my interest in teaching for the Badger School District. I will call you within the next two weeks to confirm receipt of my application materials and to answer any questions that you have about my qualifications.

Sincerely,

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Enclosures

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OBJECTIVE:

Teaching position in grades PK-6 emphasizing on hands-on learning, critical thinking and problem solving skills with a special interest in advising extra-curricular activities.

EDUCATION:

University of Wisconsin - Madison

Bachelor of Science in Elementary Education
Minor: *Spanish*

5/20XX
Madison, WI
GPA 3.8/4.0

CERTIFICATIONS:

Wisconsin Early Childhood through Middle Childhood (birth – age 12)
Qualified for Wisconsin 5-year license (20XX-20XX), Codes: 71-777

TEACHING/CLASSROOM EXPERIENCE:

Student Teacher, 2nd grade

Leopold Elementary School

1/20XX-6/20XX
Middleton, WI

- ♦ Adapted teaching strategies and materials to meet learning styles of all students
- ♦ Established reading enrichment program to challenge exceptional 2nd grade students
- ♦ Developed and taught lessons on word recognition and phonics
- ♦ Taught abstract math concepts utilizing (Cognitive Guided Instruction) manipulatives, problem solving strategies and cooperative learning
- ♦ Developed an integrated unit on weather using a literature-based approach
- ♦ Created weekly parent/family newsletter to increase parental communication and collaboration
- ♦ Discussed student progress and interpreted school programs and expectations with parents
- ♦ Managed learning centers for computer reading and story writing activities
- ♦ Coordinated field trip for 3 second grade classes to Science Museum

Teaching Intern, Kindergarten

Willow Elementary School

10/20XX– 11/20XX
Madison, WI

- ♦ Integrated technology by developing Jeopardy math review game using Microsoft PowerPoint
- ♦ Taught unit on community helpers
- ♦ Facilitated students individual learning during math, science, social studies and health lessons
- ♦ Observed IEP meetings

Teacher Intern, 4th grade

Century School

2/20XX– 4/20XX
Madison, WI

- ♦ Created hands-on lesson on living and non-living things integrating technology
- ♦ Worked collaboratively with ELL teachers to adopt instruction
- ♦ Developed and implemented interactive social studies unit critically analyzing Wisconsin history

Teacher Intern, 1st grade

Monroe Elementary School

10/20XX– 11/20XX
Madison, WI

- ♦ Developed and team taught literacy lesson in culturally diverse SAGE classroom
- ♦ Taught classroom lesson on living and non-living things
- ♦ Provided individual instruction to students during computer activities
- ♦ Facilitated learning center for writing skills

RELATED TEACHING EXPERIENCE:

- Camp Counselor** Summers 20XX – 20XX
YMCA Monroe County Monroe, WI
- ♦ Created and facilitated weekly theme-based activities for children ages 5-12
 - ♦ Supervised inner city children with diverse social and economic backgrounds
- Tutor** 1/20XX – 6/20XX
Century School Madison, WI
- ♦ Provided academic support to students in the Title 1 program focused on literacy
 - ♦ Created trusting relationship and provided one-on-one guidance for students improving literacy skills
 - ♦ Implemented safe, child-centered excursions to the public library allowed children to investigate books
- Volunteer** 1/20XX – 6/20XX
Neighborhood House Madison, WI
- ♦ Facilitated small groups and interfaced with individual students during after-school homework club
 - ♦ Created and led interactive Jeopardy games to reinforce learning
- Camp Counselor** Summer 20XX
Sunburst Day Camp Monroe, WI
- ♦ Designed and led nature, crafts and sporting activities for children ages 5-8
 - ♦ Organized daily hikes and supervised swim parties
 - ♦ Coordinated learning activities with camp ranger and investigated camp stream for signs of life

ADDITIONAL EXPERIENCE:

- Barista**, *Java Joint*, Madison, WI 9/20XX - present
- Childcare Provider**, *Madison Area Families* 9/20XX - present
- Waitress**, *Ground Round*, Madison, WI 10/20XX – 6/20XX

HONORS & ACTIVITIES:

- Portfolio Liaison**, *UW-Madison School of Education*, Madison, WI 10/20XX – 6/20XX
- Membership Chair**, Golden Key International Honour Society 9/20XX – 5/20XX
- Student Wisconsin Education Association (SWEA) 9/20XX – 5/20XX
- Future Elementary Educators 9/20XX – 5/20XX
- University of Wisconsin Marching Band, Trombone 9/20XX - 5/20XX

E-PORTFOLIO ONLINE AT:

<http://careers.education.edu/login/employers/>
File# XXXXXXXX Password: XXXXXXXX

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REFERENCES:

Susan Smith, Cooperating Teacher
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Peter Witter, Cooperating Teacher
Willow Elementary School
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