

NAME

Address
Telephone
Email

PROFILE:

- Extensive experience in instructing classes and creating educational and music programming
- Ability to create exceptional rapport with others and easily adaptable to new situations
- Excellent motivation with a proven ability to work collaboratively and independently
- Detail and multi-task oriented, flexible, and able to adapt effectively

EDUCATION:

B.A. - Bachelor of Arts, [College], [Location]

2014

EMPLOYMENT HISTORY:

Childcare Educator – Workplace

2013-Present

- Created and implemented an interactive music program for primary grades
- Teach children and help them to achieve clear literacy, creative, and social goals
- Collaborate with other childcare educators to ensure Ministry standards are met
- Prepare fun and educational programs for children in before and after school care

Private Music Instructor

2011-Present

- Taught private music lessons on guitar, piano and voice to both children and adults
- Prepared curriculum to each individual's needs

Childcare Provider - Owner

2009-2013

- Encouraged children to achieve literacy, creative, and social goals necessary for school entry
- Scheduled outdoor activities and field trips separately and in conjunction with other childcare facilities
- Implemented an effective schedule of fun and educational activities throughout the day which gave a stable, encouraging, and productive day for the children

Executive Director Corps Ministries – The Salvation Army

2008-2009

- Regularly spoke to large groups in public settings
- Employee and volunteer management, hiring, training, and discipline
- Office management: multi-departmental budget, public relations, client intake and service with the food bank, data entry, and fundraising