**Vicky Jones**

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000-000-0000

123 street, Boston Avenue, CCE

LinkedIn/profile/vjones123

**Profile**

Certified substitute teacher with a proven track record of improving the progress of struggling students and increasing class text scores. Recognized for ability to increase student participation and motivation in learning through engaging lessons. Adept with Microsoft Office and SMART Board Lesson Development.

**Skills**

* **LESSON PLANNING**
* Write comprehensive reports to regular teachers regarding lessons and student progress
* Collaborate with regular teachers in developing long-term plans for struggling students, as well as designing new activities to enhance learning engagement of students
* Designed and implemented lesson plans that increased student engagement by 47%
* **STUDENT DEVELOPMENT**
* Regularly engaged students in open discussions and other team building activities that increased class morale and created a more energized learning environment
* Effectively helped three struggling students to improve their reading ability — all three achieved grade-level targets within the first year
* **TEACHING**
* Instruct Math, Art, and English to classes ranging between 13 and 24 students, Grades 2 to 5
* Incorporate digital technology for learning activities, including software applications and a SMART board — leading to implementation by the full-time teacher
* Adhered to strict school policies and procedures regarding students with disciplinary issues

**Employment History**

**Broadway High School, San Jose, CA**

Substitute Teacher

January 20XX – Present

**Britton Middle School, Morgan Hill, CA**

Substitute Teacher

February 20XX – March 20XX

**Education**

**B.A. / Primary Education**

San Jose State University, May 20XX

**National Board of Professional Teaching Standards**

Multiple Subject Teaching Credential, March 20XX