

Student Name

student.name@gmail.com

(111) 111-1111

Provo, UT 84606

EDUCATION & ENDORSEMENTS

BA, Spanish Teaching

Brigham Young University

Endorsements: Dual Language Immersion Education and Business Management

June 20XX

Provo, UT

TEACHING EXPERIENCE

Student Teacher

Vista Heights Middle School, Alpine ISD

January 20XX – Present

Saratoga Springs, UT

- Managed class sizes of 30-35 students while teaching Spanish and Spanish Immersion classes
- Implemented a variety of technological tools in teaching
- Collaborated with Spanish Department members in developing approaches to teaching content
- Volunteered to assist with the Latinos in Action Program

Substitute Teacher

Kelly Staffing

January 20XX – Present

Provo, UT

- Served K-12 classrooms across 2 school districts and a private school
- Maintained class order by implementing the school's classroom management guidelines
- Collaborated with school personnel to best respond to student needs

Spanish Teacher & Tutor

Missionary Training Center

August 20XX – Present

Provo, UT

- Modeled effective teaching skills for volunteers to apply in a variety of settings
- Fostered an immersion-like approach to teach the Spanish language to 70+ volunteers
- Guided volunteers to become independent learners by using books and technological resources

RELEVANT EXPERIENCE

Lead Counselor

BYU-Multicultural Student Services, Summer of Academic Refinement

May 20XX – July 20XX

Provo, UT

- Delegated responsibilities between 12 counselors through effective communication
- Supported counselors by ensuring the implementation of program and university guidelines
- Educated 300+ students on a variety of college preparation programs and tools

Student Assistant

BYU-J Reuben Clark Law School

August 20XX – January 20XX

Provo, UT

- Assisted in the office of Student and Internal Relations by fulfilling secretarial responsibilities
- Coordinated and managed school events, calls, and room usage through the use of technology

VOLUNTEER & SERVICE

Presenter

Utah Foreign Language Association

February 20XX

Ogden, UT

- Introduced ideas to practicing teachers for supporting native speakers in the Spanish classroom

Tutor

Personal Initiative

May 20XX – September 20XX

Provo, UT

- Evaluated prospective Spanish teacher's proficiency and provided instruction for improvement
- Prospective teachers obtained an Advanced-Mid rating on Oral Proficiency Interviews