

## **Alicia Smith**

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**OBJECTIVE**      Looking for a position as a substitute teacher where I can use my skills and experience, as a substitute teacher to promote and create a positive learning environment for the children and help them learn and grow

### **HIGHLIGHTS**

- Skilled, enthusiastic educator with broad experience in teaching and training those of all ages in either corporate or public settings. Enjoy working with groups and individuals to make a difference in their lives. Resourceful, patient and optimistic.
- Training expertise includes curriculum development, lesson planning, testing and evaluation, group instruction, motivation, tutoring, and workshops.
- Over two years of Human Resources experience that included safety training and incentive programs, substance abuse education, benefits counseling, and safety tracking systems. Additional experience in Office Administration.
- Outstanding listening and writing communication skills. Create stimulating, friendly learning environments that encompass structure, mutual respect and cooperation.

### **EXPERIENCE**

#### **Hoover School District**

*Substitute Teacher*

**Hoover, Pennsylvania**

2007 to Present

- Taught health education, physical education and adaptive physical education to students from pre-school through grade 12. At high school level, taught other subjects as needed.
- Refined ability to communicate with groups and individuals while instructing. Adapted physical education activities for physically- and learning-challenged students.

#### **Weston Camp**

*Teacher*

**Raleigh, NC**

2004 to 2007

- Taught health education, physical education and adaptive physical education to students from pre-school through grade 12. At high school level, taught other subjects as needed.
- Refined ability to communicate with groups and individuals while instructing. Adapted physical education activities for physically- and learning-challenged students.

### **EDUCATION**

- 2004                      **Turbett Community College**                      **Raleigh, NC**  
*Associate of Arts in Early Childhood Development*
- Coursework included Health and First Aid and Day Care Practicum (hands-on experience on-site at day care center)

## **CERTIFICATIONS**

- Pennsylvania Teacher Certification - Health and Physical Education - K-12

## **COMMUNITY**

- Pennsylvania State Education Association
- National Education Association
- Pennsylvania State Association - Health, Physical Education, Recreation and Dance
- Active Member of Trumbull County Children Services Board

**REFERENCES**    Available upon request