Richard Peirs 123 Earlsway Lane ◊ New York richardpiers@xyz.com

Objective:	Interested in the position of an Architecture Teacher in a leading school.
<i>Experience:</i>	 ABC High School New York Architecture Teacher 3/3/2007 to Present ◊ Initiated, facilitated, and moderated classroom discussions. ◊ Collaborated with colleagues to address teaching and research issues.
	 Served on academic and administrative committees that dealt with institutional policies, departmental matters, and academic issues.
	 Provided professional consulting services to government and industry.
	 Performed administrative duties such as serving as department head.
	 Wrote grant proposals to procure external research funding.
	 Participated in student recruitment, registration, and placement activities.
	 Participated in campus and community events.
	 Conducted research in a particular field of knowledge, and published findings in professional journals, books, and electronic media.
	 Acted as advisers to student organizations.
	 Supervised undergraduate and graduate teaching, internship, and research work.
	 Selected and obtained materials and supplies such as textbooks and laboratory equipment.
	 Planned, evaluated, and revised curricula, course content, and course materials and methods of instruction.
	 Kept abreast of developments in their field by reading current literature, talking with colleagues, and participating in professional conferences.
	 Compiled bibliographies of specialized materials for outside reading assignments.
	 Compiled, administered, and graded examinations, and assigned this work to others.
	 Responded to written and telephone requests for <what>.</what>
	 Maintained student attendance records, grades, and other

required records. ♦ Maintained regularly scheduled office hours in order to advise

	 and assist students. Prepared and delivered lectures to undergraduate a graduate students on topics such as architectural de methods, aesthetics and design, and structures and Prepared course materials such as syllabi, homewor assignments, and handouts. Evaluated and graded students' work, including work performed in design studios. Advised students on academic and vocational curric on career issues. 	sign materials. rk
Education:	State University of New York Bachelors Degree in Architecture	New York 2007
References:	Available upon request	