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# **Summary**

Dedicated and responsive instructional assistant with proven skills in classroom management, behavior modification and individualized support. Comfortable working with students of different skill levels to promote learning and boost educational success. Serves as role model by using growth mindset to develop young minds and inspire love of learning.

#### Skills

- Effective Communication
- Small Group and Individual Assistance

- Lesson development
- Classroom Management

### Experience

Valley Child Development Center | Clinton, IN **Lead Preschool Teacher** 05/2023 - Current

- Communicated with parents regularly to maintain student progress, schedule meetings, and increase overall student happiness.
- Utilized a variety of teaching methods such as cooperative learning or differentiated instruction.
- Prepared lesson materials, bulletin board displays, exhibits and demonstrations to assist teachers in classroom preparation.
- Engaged with children on individual basis to build positive, trusting relationships.

SUBWAY®Restaurants | Clinton, IN Sandwich Artist 08/2022 - 05/2023

- Completed opening, closing and shift change tasks by following company guidelines.
- Maintained cleanliness of work area throughout shift.
- Communicated effectively with co-workers regarding customer needs and concerns.

# **Education and Training**

Ivy Tech Community College of Indiana | Terre Haute, IN **Associate of Science** in Elementary Education 05/2025

South Vermillion High School | Clinton, IN **High School Diploma** 05/2023

#### Certifications

- Technical Certificate in Indiana College Core
- Child Development Associate (CDA) Credential
- CPR certified

## Accomplishments

- Academic Honors 1 & 2
- Academic & Technical Honors

## Websites, Portfolios, Profiles

• https://tclark311.wixsite.com/tclarkportfolio