

TC

# Tina Caldwell

## Elementary Substitute Teacher

Certified substitute teacher with four years of experience in K–5 classrooms. Delivers age-appropriate instruction, manages behavior effectively, and fosters a caring, respectful classroom culture for young learners.



Phoenix, AZ 85003



(000) 000-0000



email@example.com

### KEY SKILLS

- Child development
- Early reading instruction
- Math enrichment
- Parent communication
- Positive reinforcement

### CERTIFICATIONS

- Elementary Substitute Teacher Certification, Arizona Department of Education, August 2020

### PROFESSIONAL EXPERIENCE

#### ELEMENTARY SUBSTITUTE TEACHER | ROOSEVELT SCHOOL DISTRICT

PHOENIX, AZ | AUGUST 2020 – MAY 2022

- Teach all subjects across multiple elementary grades, maintaining lesson continuity and behavior expectations
- Provide feedback to classroom teachers and adjust instruction for student learning levels
- Develop engaging classroom activities based on curriculum

#### CLASSROOM AIDE | SMARTSTART PRESCHOOL

PHOENIX, AZ | JUNE 2018 – JULY 2020

- Supported lead teachers with instructional tasks and transitions between lessons
- Supervised small reading groups and reinforced basic numeracy skills
- Communicated daily updates to parents

### EDUCATION

- Bachelor of Science (B.S.) in Elementary Education  
Northern Arizona University, Flagstaff, AZ | May 2018