

Timothy Nguyen

Substitute Teacher

Recent education graduate and newly permitted substitute teacher available for K-12 day-to-day assignments. Strong background in tutoring and after-school program supervision, comfortable walking into a new classroom and following the plan left on the desk.

PROFESSIONAL EXPERIENCE

Substitute Teacher | West Ada School District, Boise, ID 2024 – Present


- Accepted 38 day-to-day assignments in first semester across 6 elementary buildings using the Frontline absence system.
- Followed lesson plans for guided reading groups, math centers, and specials coverage (art, music, PE).
- Held morning routines and transitions consistent with each teacher's posted schedule.
- Logged attendance in PowerSchool and left an end-of-day note for the returning teacher every assignment.


After-School Program Assistant | Treasure Valley YMCA, Boise, ID 2022 – 2024

- Supervised a group of 18 K-3 students during homework hour and enrichment blocks.
- Ran small-group reading practice 3 afternoons per week using site-provided leveled books.
- Communicated with parents at pickup about behavior, missing homework, and program updates.

CONTACT INFORMATION

 (208) 555-0147

 devon.ashworth@example.com

 Boise, ID 12345

EDUCATION

B.S. in Elementary Education, Boise State University, 2024

Idaho Substitute Authorization, issued 2024

CPR and First Aid Certified (American Heart Association)

KEY SKILLS

- K-5 classroom routines
- Guided reading and math centers
- Frontline Absence Management
- PowerSchool attendance
- Google Classroom basics
- Positive behavior support
- Recess and lunch duty
- Strong morning arrival routine