



AARON WHITFIELD

Tutor

CONTACT INFORMATION



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Knoxville, TN 12345

EDUCATION

M.Ed. in English Education,
University of Tennessee, 2013

B.A. in English Literature,
Sewanee: The University of the
South, 2010

Tennessee Professional Teaching
License, English 7-12

KEY SKILLS

- AP Literature and AP Language exam prep
- College application essay coaching
- SAT and ACT reading and writing
- Curriculum design for small groups
- Hiring and training junior tutors
- Parent communication and progress reports
- Google Workspace, Notion, Calendly
- Zoom whiteboarding and screen share

ABOUT ME

Veteran tutor and former classroom teacher with 14 years guiding students through high school English, AP Literature, and college application essays. Run a small tutoring practice and contract with two private schools. Known for turning reluctant writers into confident ones and for honest, parent-friendly progress reports.

PROFESSIONAL EXPERIENCE

FOUNDER AND LEAD TUTOR | WHITFIELD WRITING STUDIO, KNOXVILLE, TN 2017 - PRESENT

- Built a tutoring practice from 3 students to a steady roster of 38, generating \$146,000 in annual revenue
- Coach 25-30 seniors per year through college application essays, with students admitted to schools including Vanderbilt, Emory, and UNC
- Designed an 8-session AP Literature exam prep program now used by two private schools in Knox County
- Hired and trained 3 part-time tutors and a virtual office manager
- Run a private parent portal with session notes, writing samples, and next-step recommendations

CONTRACT WRITING TUTOR | CUMBERLAND DAY SCHOOL, KNOXVILLE, TN 2019 - PRESENT

- Pull-out tutor for 10-14 high school students per year flagged by their English teachers
- Average student moves up roughly one full letter grade in their English class within a semester
- Co-plan essay units with the 11th grade English chair twice a year
- Lead a Saturday SAT writing clinic for juniors, serving about 20 students per cycle

PRIVATE SAT AND ACT TUTOR | SMOKY MOUNTAIN TEST PREP, KNOXVILLE, TN 2014 - 2019

- Tutored 80+ students per year across reading, writing, and English sections
- Average ACT English subscore gain of 4.2 points across reported student outcomes
- Designed in-house drill packs for grammar and rhetorical skills questions
- Mentored 5 newer tutors on session structure and pacing

HIGH SCHOOL ENGLISH TEACHER | EAST KNOX HIGH SCHOOL, KNOXVILLE, TN 2011 - 2016

- Taught 5 sections per day of grades 10-11 English, including one honors section
- Sponsored the school newspaper and grew staff from 7 students to 18
- Wrote the department's revised 11th grade writing rubric, still in use
- Earned 'Teacher of the Year' nomination in 2014