

Contact Information

(601) 555-0118

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Laurel, MS 12345

Education

- **BA IN ENGLISH | UNIVERSITY OF SOUTHERN MISSISSIPPI, HATTIESBURG, MS | 2019 - 2023**

Key Skills

- **WIDA ACCESS Assessment**
- **LMS Administration**
- **SMART Projector Instruction**
- **Classroom Management**
- **ESL Proficiency Leveling**
- **ESSA Guidelines**
- **Microsoft Word**
- **Small-Group Facilitation**
- **Student Record Keeping**

Gideon Young

Assistant ESL Teacher

ESL classroom aide with 3 years of experience in classroom support, small-group facilitation, and parent communication across multiple proficiency levels. Organized and led 37 parent conferences per semester to review WIDA ACCESS results and student performance goals. Skilled in SMART Projector Instruction, LMS Administration, ESL Proficiency Leveling, and Student Record Keeping.

Professional Experience

ASSISTANT ESL TEACHER | PINEY WOODS LANGUAGE ACADEMY, LAUREL, MS | 2024 - PRESENT

- Scheduled and led 37 parent conferences per semester to discuss student progress on WIDA ACCESS results and classroom performance goals.
- Supported lead teacher instruction in classes of 28 ESL students across 3 proficiency levels, organizing small-group rotations and distributing practice materials each morning.
- Kept transition time between activities to 4 minutes per rotation during independent work blocks.
- Observed students during group discussions and individual work to identify learning gaps, then reported findings to the lead teacher within 24 hours.

ESL CLASSROOM AIDE | LEAF RIVER COMMUNITY EDUCATION CENTER, HATTIESBURG, MS | 2023 - 2024

- Assisted with instruction for classes of up to 26 students, setting up SMART projector lessons and monitoring breakout groups during vocabulary practice.
- Coordinated 29 parent conferences across two semesters, translating progress reports and answering questions about classroom expectations.
- Enforced classroom behavior guidelines for groups of beginner and intermediate learners, reducing disruption-related lost instruction time from 14 to 6 minutes per session.