**Summary**

Dedicated and innovative educator with over seven years of experience in the classroom, now pursuing a Master of Arts in Educational Administration to transition into school leadership. Proven ability to foster a positive learning environment, implement effective instructional strategies, and collaborate with staff, parents, and community members. Eager to apply advanced knowledge in school finance, policy, and human resources to drive institutional growth and student success.

**Education**

**Master of Arts in Educational Administration** | Expected May 2026

Governors State University | University Park, IL

* *Relevant Coursework:* School Finance and Budgeting, Educational Law and Policy, Curriculum Development and Supervision, Human Resources Management, School and Community Relations

**Bachelor of Arts in Elementary Education** | May 2020

University of Illinois at Chicago | Chicago, IL

* *Relevant Coursework:* Child and Adolescent Development, Differentiated Instruction, Reading and Writing Across the Curriculum

**Experience**

**Lead 4th Grade Teacher** | June 2020 – Present

Central Elementary School | Homewood, IL

* Planned and delivered engaging, standards-based lessons for a class of 25 students, resulting in a 15% increase in standardized test scores over three years.
* Mentored two student teachers, providing guidance on classroom management, lesson planning, and parent communication.
* Served on the school's Curriculum Committee, helping to select and implement new literacy programs.

**After-School Program Coordinator** | June 2019 – August 2020

Local YMCA | University Park, IL

* Managed daily operations for an after-school program with 50+ students, overseeing staff and ensuring a safe and productive environment.
* Developed and administered a program budget, and communicated with parents about program activities and student progress.

**Projects**

**M.A. Capstone Project: Developing a School-Wide Social-Emotional Learning Initiative** | May 2026

Governors State University | University Park, IL

* Designed a comprehensive K-5 social-emotional learning curriculum, including lesson plans, professional development for staff, and parent engagement strategies.
* Presented the initiative to a panel of administrators and faculty for evaluation.

**School Budget Analysis** | November 2025

Governors State University | University Park, IL

* Analyzed the annual budget of a fictional school district, identifying areas for cost savings and resource allocation to support new academic programs.
* Wrote a policy brief on the findings, proposing a new budgeting model that prioritized student-centered initiatives.

**Awards & Certificates**

* **Illinois Professional Educator License (PEL)** with Teacher Leader Endorsement
* **Certified Administrator:** In Progress
* **Teacher of the Year Nominee:** Central Elementary School (2023)

**Volunteer Work**

**School Board Policy Committee Member** | September 2023 – Present

Homewood School District 153 | Homewood, IL

* Collaborated with parents, teachers, and administrators to review and recommend changes to school district policies.
* Provided feedback on new policies related to student conduct and technology use.

**Youth Mentorship Program Volunteer** | January 2023 – May 2023

Big Brothers Big Sisters of Chicago | Chicago, IL

* Mentored a high school student, providing guidance on academic and personal goals.
* Organized a series of workshops on college application processes and financial aid.

**Skills**

* **Educational Leadership:** Strategic Planning, School Management, Educational Law & Policy, School Finance, Curriculum Development
* **Communication:** Parent-Teacher Communication, Staff Training and Development, Public Speaking, Conflict Resolution
* **Classroom & Pedagogy:** Differentiated Instruction, Classroom Management, Data-Driven Instruction, Student Assessment
* **Technology:** Learning Management Systems, Google Workspace for Education, Microsoft Office Suite