

Valerie M. Arthur

2520 Allen Drive
De Pere, WI 54115
(920) 430-7643
valerie.arthur@snc.edu

OBJECTIVE

Seeking a high school teaching position. Offering an excellent background in the English language and literature, a passion for teaching and learning, a high level of commitment and follow-through, and a desire to serve students.

EDUCATIONAL BACKGROUND

St. Norbert College, De Pere, WI

Bachelor of Arts Degree in English, May 2007

Certification: Early Adolescence/Adolescence (Secondary Education)

Relevant English Coursework:

English Composition, Introduction to Literature, Elementary/Intermediate Latin, Literature and Cultural Diversity, Introduction to Women's and Gender Studies, Shakespeare's Drama, Nineteenth Century American Novel, The English Language, Fiction Writing, Survey of English Literature, Literary Theory and Writing, Advanced Seminar of English and Literature—Literature of Love

Relevant Education Coursework:

Instructional Technology, Reading and Language Arts across Content Areas, Adolescent Literature, Adolescent Psychology and Methods in Middle School, Addressing Adolescent's Non-Academic Needs, Social Inequalities

Honors and Awards:

Dean's List, St. Norbert College Presidential Scholarship, Webb Award, Rotary Scholarship, Sigma Tau Delta (International English Honor Society) Historian, Active Member of Sigma Tau Delta for four years

KEY EXPERIENCE

Student Teacher, Green Bay East High School, Green Bay, WI, November 2006—January 2007

- Taught junior and senior level Expository Writing, junior and senior level Advanced Placement Literature, and sophomore level Advanced English/Language Arts.
- Designed lesson plans that fit each classroom of students and adapted to their needs and learning styles
- Created and implemented a variety of lesson plans including group work, lecture, discussion and interactive learning
- Collaborated with other English faculty to provide a smooth transition when changing classes and offering consistent feedback to students
- Created a rubric to evaluate student performance
- Conducted parent-teacher conference
- Quickly established rapport with cooperating teacher, staff and administration
- Assisted in coaching Forensics Team

Student Teacher, Holy Family Middle School, Green Bay, WI, August 2006—November 2006

- Instructed eighth grade Religion, eighth grade Language Arts, eighth grade Literature, seventh grade Literature, and Drama/Forensics
- Formed creative lesson plans that encouraged student to think critically
- Created and implemented a variety of lesson plans including group work, exploration, discussion and cooperative learning
- Instructed and evaluated academic subjects using a variety of methods
- Actively used technology and media in the classroom on a regular basis
- Developed and implemented classroom management plan
- Supervised and attended student dances, athletic activities and performances

Tutor, Private Student, Oconto Falls, WI, August 2005—June 2006

- Assisted high school junior with all subject areas (Geometry, Chemistry, Speech, English, History)
- Created interactive lesson plans to assist in learning process
- Incorporated various techniques to motivate student

CAREER-RELATED EXPERIENCE

Assistant Teacher, Just 4 Kids Daycare, Green Bay, WI, Summers 2004-Present

- Assisted in Infant Room and 5 Year-Old Room
- Designed age appropriate lesson plans that provided children with a discovery approach to learning
- Created an open and trusting environment for children to explore at their own pace and learn through hands-on activities

ADDITIONAL EXPERIENCE

Historian, Sigma Tau Delta, International English Honor Society, August 2005—June 2006

- Created an “electronic scrapbook” which was turned into a web site for Sigma Tau Delta to be accessed from the St. Norbert College website
- Produced, edited, and published articles to describe activities

Office Assistant, Jonas Service and Supply, Green Bay, WI, June 2004—June 2006

- Assisted all members in the office, completing various clerical tasks
- Composed and edited letters, faxes, and e-mails
- Filed and organized documents both electronically and manually

ACTIVITIES/VOLUNTEER EXPERIENCE

- Sigma Tau Delta, International English Honor Society
- Colleges Against Cancer
- Habitat for Humanity
- YMCA Volunteer: Girl’s Night Out Coordinator and Leader
- TRIPS (Turning Responsibility Into Powerful Service)

Electronic Portfolio, Credential File and References Available Upon Request