

Jessica A. Simmons

Suite 1340, 100 Grant St. • De Pere, WI 54115 • jessica.simmons@snc.edu • (920) 465-2973

OBJECTIVE

Seeking a teaching position in English/Language Arts in the De Pere school district. Offering a thorough knowledge of content, experience with forensics coaching and yearbook editing, an appreciation of diversity, strong verbal communication skills, and a very positive attitude.

EDUCATION

St. Norbert College, De Pere, WI

Bachelor of Arts Degree in English, May 2007 GPA: 3.96/4.0

Certification: Early Adolescent-Adolescent (Secondary Education)

University of Lancaster, Lancashire, England, Spring 2006

- Study abroad program with a focus on English literature and European culture.
- Developed a broader global view, gained experience with diverse cultures and traditions
- Engaged in self-guided academic research

TEACHING EXPERIENCE

Student Teacher, 8th Grade Language Arts/Reading, Pulaski Community Middle School, Pulaski, WI
(January 2007-Present)

- Collaborate daily with multidisciplinary “house” team, assistant principal and guidance counselor to ensure 150 eighth grade students’ continued academic success and stable emotional development as part of a middle school philosophy
- Coordinate with school’s library/media specialist on lessons about research technology
- Communicate with parents via letters, phone calls home, and at Parent/Teacher Conferences
- Instruct students in preparing for and writing a career research paper
- Involve community in lessons and projects
- Implement interactive lessons
- Assist with coaching 8th Grade Forensics program

Pre-Student Teacher, 9th and 10th Grade English, West De Pere High School, De Pere, WI
(March 2005-May 2005)

- Team-taught Shakespeare’s *Romeo & Juliet*
- Implemented lessons in character education
- Attended IEP meetings and worked one-on-one with an IEP student
- Accommodated student’s learning needs by creating specialized worksheets and assignment parameters
- Assisted with high school speech program and 9th grade speech unit
- Communicated with parents during Parent/Teacher Conferences

EDUCATION-RELATED WORK EXPERIENCE

Assistant Hall Director, Sensenbrenner Hall, St. Norbert College De Pere, WI (September 2006-Present)

- Develop and supervise a student-friendly residence hall environment
- Train new and returning Resident Assistants during fall and winter orientation
- Facilitate in-service programs to strengthen Resident Assistants’ abilities, skills

Tournament Judge/Coach’s Assistant, Sheboygan North High School, Sheboygan, WI (2005-Present)

- Listen to and evaluate high school students’ performances in speech and drama
- Assisted State Tournament Director with preparation/execution of tournament

Resident Assistant, St. Norbert College, De Pere, WI (August 2004-December 2005)

- Assisted new students with the high school-to-college transition
- Created/coordinated educational programs and service events
- Maintained safety in residence halls

Counselor/Instructor, Herff Jones Chicagoland Yearbook Experience, River Forest, IL (Summers 2004-06)

- Set-up and organized a five-day summer camp for high school yearbook students
- Supervised campers as counselor, resident assistant
- Taught classes in yearbook design and editorial leadership
- Inspired camper camaraderie, team spirit

Substitute Teacher's Assistant, Sheboygan Area School District (December 2003-Present)

- Assist students with locating and borrowing books as a substitute elementary school librarian

Camp Counselor, Salvation Army Summer Sunshine Day Camp, Sheboygan, WI (Summer 2005)

- Taught/counseled (18) 5-to-12-year-old campers
- Planned themed activities and field trips

ADDITIONAL WORK EXPERIENCE**Intern, Sigma Tau Delta English Honor Society**, St. Norbert College, De Pere, WI (Present)

- Assist English Department in reviewing literary works for publication in *The Sigma Tau Delta Review*

Page, St. Norbert College Library, De Pere, WI (August 2003-May 2004)

- Assisted students with locating and borrowing library materials
- Worked with computer, printer, copier, microfilm, and Internet database

LEADERSHIP EXPERIENCE**Sigma Tau Delta** (English Honor Society) St. Norbert College**President** (Fall 2006-Present)

- Encourage fellowship and communication amongst students and faculty in the discipline
- Motivate students to attend the Sigma Tau Delta International Convention
- Lead meetings, collaborate with officers to plan programs including Graduate School panels and poetry readings

National Residence Hall Honorary, St. Norbert College**President** (Fall 2006-Present)

- Lead NRHH executive board, run weekly meetings
- Promote recognition of on-campus leaders
- Initiate programs to foster leadership skills on campus and in the community

Executive Assistant (2004-2005)

- Transcribed weekly minutes
- Communicated with campus community through weekly announcements

Generations of Faith, Old St. Joe's Parish, De Pere, WI**Catechist** (Sept. 2003-Dec. 2005)

- Provided monthly catechism lessons to 6-8th graders

HONORS & AWARDS

- Membership in Phi Beta Delta, (International Honor Society) November 2006
- Sigma Tau Delta Study Abroad Scholarship, March 2006
- Best Essay on the Common Reader, Sigma Tau Delta (English Honor Society) National Convention 2005
- St. Norbert College "Nubbie" Award for Leadership and Service, Spring 2004 & 2005
- National Italian American Foundation "Gift of Discovery Tour" Scholarship, June 2004
- Phi Delta Kappa Scholarship For Future Teachers, Spring 2003
- St. Norbert Trustee Scholarship for Academic Achievement, Spring 2003

SKILLS/ATTRIBUTES

- Proficient in Spanish speaking/writing
- Possess very strong written and verbal communication skills
- Comfortable in individualized and team settings
- Knowledgeable of multicultural literature
- Optimistic
- Creative problem-solver
- Trained in peer mediation
- Adapt/learn quickly
- Empathetic