

Work Experience

GARY & JERRI-ANN JACOBS HIGH TECH HIGH – SAN DIEGO, CA

TEACHER LEADER RESIDENT 10TH GRADE SPANISH/HUMANITIES

AUGUST 2015- CURRENT

- Co-taught Spanish in a multi-leveled (beginning, intermediate, advanced), tenth grade Spanish and Humanities class, in which students receive credit for two levels of Spanish in two semesters.
- Conducted research on the impact of comprehensible input and communicative approaches on student mindset and Spanish-language acquisition.
- Collaborated in the planning, and implementation of 2 semester-long interdisciplinary projects combining Spanish, humanities, chemistry and Math.

KIPP MEMPHIS COLLEGIATE HIGH SCHOOL

HIGH SCHOOL SPANISH INSTRUCTOR

JULY 2012- AUGUST 2015

- Instruction and curriculum development of four levels of Spanish. Spanish 1 (2012-13), Spanish 2 (2012-14), Spanish 3 (2014-15), Spanish 4 (2014-15)
- Researched and adopted curriculum guides for implementation in Spanish levels 1, 2 and 3 at KMCH.
- Mentored Spanish 1 and Spanish 2 teachers by providing resources and support through numerous one-on-one conversations and bi-monthly department meetings with the aim of developing our instructional methods to focus on comprehensible input using authentic resources in language acquisition.
- Advised junior girls, keeping them focused on academics, college readiness, and community awareness. Regularly communicated with parents, tracked required community service hours completed. Met with students once a week to discuss academic progress as well
- Organized and developed the first Girls' retreat for all female juniors in an effort to empower our young ladies to take ownership of their choices and their future. Retreat included an overnight field trip that entailed student-elected sessions on health, inner-beauty, owning thoughts/past, yoga, team building activities as well as quiet reflection time.

WASHOE COUNTY SCHOOL DISTRICT - RENO, NV

SITE COORDINATOR 21ST CENTURY AFTER-SCHOOL PROGRAM- MAXWELL ELEMENTARY OCTOBER 2011-MAY 2012

- Manage, hire and train all certified after-school staff, teachers, and volunteers.
- Schedule 16 hours/week of grade-appropriate academic enrichment for 120 students, grades K-6.
- Create diverse and educational activities that emphasized STEAM learning in a project-based, hands-on approach.
- Daily responsibilities include; payroll, management of student attendance, data input, donation requests, activity planning, student registration, communication with all school staff, monitoring placement and success through grades and test scores, ensure safe and healthy environment, emphasis on communication with parents in order to support/create/encourage open communication with families.
- Created and maintained partnerships with community members and organizations for financial and in-kind contributions.
- Led Advisory Board Meetings with community members, parents, teachers and administration.
- Wrote a successful grant application for the extension of the highly competitive federal 21st Century Community Learning Center Grant in which my site received another three years of funding (\$300,000).

MOANA NURSERY- RENO, NV

RETAIL MANAGER

SEPTEMBER 2007-OCTOBER 2011

- Manage a seasonally fluctuating, diverse team of salespeople, operations, buyers and cashiers. Hiring, laying-off and scheduling all retail employees.
- Ensuring that labor costs are kept in balance with and do not exceed incoming sales dollars. Ensuring appropriate plant care is given.
- Conducting employee performance evaluations acknowledging areas of strength and growth. Finding solutions for disgruntled or unsatisfied employees.
- Receiver and merchandiser of all products. Delegating responsibilities to maintain an orderly store.
- Handle all Customer Service responsibilities, as well as overseeing opening/closing financials.
- Transferred as manager to larger location within first year as manager to turn around inefficiencies and increase profitability.

COLOR RECEIVER/ SALES REPRESENTATIVE

MARCH 2007-SEPTEMBER 2007

- Organized, received and merchandised all color (annual and perennial plants).
- Focus on merchandising and creating informative signage along with educating all salespeople about new plants and their requirements for success. While in this position the color department saw profit triple from the previous year's sales.
- Promoted to Store Manager after six months in this position.

WASHOE COUNTY SCHOOL DISTRICT

FULL-TIME SUBSTITUTE TEACHER

OCTOBER 2005-APRIL 2009

- Assumed daily instruction for classes K-12 in the absence of the teacher.

PRIVATE TUTOR

SEPTEMBER 2005- JUNE 2008

- One-on-one tutoring in all subjects from fifth through twelfth grade.

UNIVERSITY OF NEVADA RENO

BILINGUAL GEOGRAPHY RESEARCH ASSISTANT, DR. KATE BERRY

AUGUST 2004-MAY 2005

- Conducted interviews in English and Spanish with Latino Small Business Owners for various cities in Northern Nevada.
- Entered and interpreted data that was published by Dr. Berry. Created maps to be published with reports.

PLANT ECOLOGY RESEARCH ASSISTANT, DR. BOB NOWAK

AUGUST 2001-AUGUST 2002

- Assisted plant ecology Masters and Doctoral Candidates in collecting data for publications and research. Left to study abroad.

Research/Internships/Volunteer Work

HUG HIGH SCHOOL ESL VOLUNTEER RENO, NV

AUGUST 2009-MAY 2012

- Assisted ESL teacher grading, organizing and general support for ELL students.

PLAN Progressive Leadership Alliance of Nevada RENO, NV

AUGUST 2003-MAY 2012

- Volunteered with Latino youth in efforts to promote education/canvassing on immigration reform and opportunities for undocumented youth.
- Attended a National Youth Conference in Tucson, Arizona to promote grassroots leadership on immigration reform.

AYUDANDO A SUPERARSE, HELPING TO OVERCOME RENO, NV

SEPTEMBER 2003-MAY 2005

- Co-founded a Latino student/parent group that regularly met with the superintendent to address issues that Latino students face, opening dialogue about academic equity. Additionally, co-lead the youth group component of this organization.

OFFICE INTERPRETER GALENA HIGH SCHOOL RENO, NV

AUGUST 2003-DECEMBER 2003

- Interpreted for all school staff. School was 30% Spanish speaking with no official interpreter. Resulted in hiring an interpreter.

CODEFF (COMITÉ NACIONAL PRO DEFENSA DE LA FLORA Y FAUNA) EDUCATION DIVISION
SANTIAGO, CHILE

JANUARY 2003- MAY 2003

- Created and distributed academic material for elementary schools in Santiago, ensured funding through private sponsors for events, and organized CODEFF's participation in the Chilean National day of Education.

FUNDACIÓN MARÍA JESÚS VERGARA ARTHUR HOGAR ONCOLOGICO
SANTIAGO, CHILE

OCTOBER 2002- DECEMBER 2002

- Organized indoor and outdoor lessons/activities for children receiving cancer treatment to support and .

NATIONAL SCIENCE FOUNDATION, RESEARCH EXPERIENCE FOR UNDERGRADUATES (REU)
NORTHERN CHILE

AUGUST 2002

- Two-week internship conducting hydrology research in the Atacama Desert.

Education

HIGH TECH HIGH GRADUATE SCHOOL OF EDUCATION

AUGUST 2015 – CURRENT

Teacher Leader Resident Gary and Jerri-Ann Jacobs High Tech High

- Projected to complete Masters of Education in time by June 2016.
- Conducted research on student mindset and Spanish-language acquisition through comprehensible input and communicative approaches in a multi-leveled Spanish class in a project-based learning environment.
- Current cumulative GPA: 4.0

UNIVERSITY OF NEVADA, RENO

AUGUST 2001- AUGUST 2005

UNIVERSIDAD ANDRES BELLO – SANTIAGO, CHILE

AUGUST 2002 – JUNE 2003

- Bachelor of Arts in Spanish with distinction
- Bachelor of Science in Geography with distinction
- Minor: Latin American Studies. (Political Science)
- University Studies Abroad Consortium (USAC) Universidad Andres Bello, Santiago, Chile. August 2002 - June 2003
- Cumulative GPA: 3.61

Educational Leadership Experience

KIPP MEMPHIS COLLEGIATE HIGH SCHOOL

WORLD LANGUAGE DEPARTMENT HEAD

MEMPHIS, TN AUGUST 2013 – CURRENT

- Worked alongside world language teachers to develop and implement aligned curriculum.
- Facilitated bi-weekly meetings with all World Language teachers.
- Established course descriptions for the World Language Department.
- Advocated for resources such as dictionaries, texts and reading materials to be used in all Spanish levels in order to ensure alignment.
- Provided resources and assistance to world language teachers as necessary.

SPANISH NATIONAL HONOR SOCIETY SPONSOR

MEMPHIS, TN OCTOBER 2014 – CURRENT

SOCIEDAD HONORARIA HISPANICA

- Sponsored the first Sociedad Honoraria Hispánica (Spanish National Honor Society) comprised of 20 junior and senior students.
- Facilitated bi-monthly officer meetings and worked with the officer team to empower them to run the organization on their own.
- Organized and implemented a school wide *Día de los Muertos* sugar-skull decorating contest in which Honor Society members created and distributed all materials.
- Organized fundraisers both in school and online to fund Spanish Honor Society activities.

Professional Preparation

TEACH FOR AMERICA INSTITUTE

GREENVILLE, MS

JUNE 2012 – JULY 2012

- One of 5,000 accepted candidates out of 47,000 applicants to teach in an urban or rural school district across the nation.
- Taught Sophomore English Language Arts in Greenville Public School District's Summer School to rising juniors that had failed 10th grade ELA.
- Developed instructional unit plans and created daily lesson plans based on unit and long-term curricular goals.
- Engaged in a comprehensive program of 150+ hours of professional development including seminars, discussion groups, workshops, and content and professional learning communities specific to teaching license areas.

Professional Development

Deeper Learning Conference		San Diego, CA	March 2016
ACTFL (American Council on the Teaching of Foreign Language) annual conference		San Diego, CA	November 2015
KIPP: Memphis Teacher Development	400 Hours	Memphis, TN	July 2012 – Current
KIPP School Summit 2014	40 Hours	Houston, TX	August 2014
KIPP School Summit 2012	40 Hours	Orlando, FL	August 2012
TPRS: Teaching Proficiency through Reading and Storytelling Training	18 Hours	Little Rock, AR	July 2014
Teach For America	600 Hours	Memphis, TN	June 2012 – May 2014
Child Advocate Training	3 Hours	Memphis, TN	November 2014

Honors and Awards

KMCH Teacher of the Month (November)	Memphis, TN	November 2014
Teach For America: Sue Lehmann Nominee	Memphis, TN	Spring 2014
Mackay School of Earth Sciences Scholarship	Reno, NV	August 2003 - May 2004
USAC scholarship to study abroad	Reno, NV	August 2002 - May 2003
Millennium Scholarship	Reno, NV	August 2001 – August 2005

Praxis Exams

Elementary Education Curriculum Instructional Assessment	Score 170	October, 20 2012
Elementary Education: Content Knowledge	Score 181	January, 4 2012
Middle School: Content Knowledge	Score 161	January, 24 2012
Spanish: World Language	Score 186	December, 17 2011
Reading Across Curriculum: Elementary	Score 160	October, 19 2012
PLT: Grades 7-12	Score 176	December, 2 2013