

Sample Student

111 Tiger Road • Columbia, Missouri • (555) 654-0000 • samplestudent@mail.missouri.edu

EDUCATION

University of Missouri

Columbia, Missouri

Bachelor of Science in Education: Early Childhood (B-3)

Multicultural Certificate

Graduated: Expected May 20xx

PROFESSIONAL EXPERIENCE

Pre-Service Teacher

Rock Bridge Elementary

Columbia, Missouri

September 20xx-Present

- Organized and implemented a second-grade writing lesson utilizing the school district's writing and literacy curriculum
- Observed instructional strategies and classroom management strategies of cooperating teacher

Pre-Service Teacher

Derby Ridge Elementary

Columbia, Missouri

February 20xx-May 20xx

- Taught multiple literacy lessons such as read aloud, storytelling, and word activities
 - Assisted classroom teachers with Kindergarten and first grade students reading assessments
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RELEVANT EXPERIENCE

Site Facilitator

Adventure Club

Columbia, Missouri

September 20xx-Present

- Developed lessons for before- and after-school program for elementary students
- Managed behavior, supervised activities, and communicated with parents

Teacher

Kinder Care Daycare Center

Columbia, Missouri

August 20xx-Present

- Created structured playtime activities for children ages 3-6 in an after-school setting
- Documented behavior and development for individual students in parent reports

Nanny

Delta Family

Columbia, Missouri

September 20xx-July 20xx

- Supervised elementary students during morning and night hours and cared for their needs
 - Planned and played games to promote physical activity
-

VOLUNTEER EXPERIENCE

Moving Ahead Tutor

Big Brothers Big Sisters

Columbia, Missouri

September 20xx-December 20xx

- Tutored one second grade student after school three days a week and helped student finish their homework assignments

Mentor

Granny's House

Columbia, Missouri

February 20xx-May 20xx

- Made dinner and snack for elementary aged students
- Acted as a positive role model in children's lives and provided guidance through hardships

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Volunteer Experience

Cedar Creek Therapeutic Riding Center

- August 20xx-December 20xx
- Side-walker to riders
- Provided support to disabled children and adults



Honors and Awards

Dean's List, Education

- August 20xx-May 20xx

Columns Scholarship Award

- August 20xx-May 20xx

Eleanor Taylor Memorial Scholarship

- August 20xx-May 20xx



Organizations

Summer Welcome Leader

- May 20xx-August 20xx

College of Education Ambassadors

- August 20xx-Present

Student Missouri State Teacher's Association

- August 20xx-Present

Education

University of Missouri

Columbia, Missouri

Bachelor of Science in Education: Elementary (1-6)

Multicultural Certificate

Expected Graduation: May 20xx

Magna Cum Laude

Professional Experience

Student Intern Two Mile Prairie Elementary Columbia, Missouri

August 20xx-Present

- Participated in year-long internship in elementary setting
- Instructed 20 second grade students throughout entire semester
- Developed curriculum in all core areas and interacted with students on a daily basis
- Created, administered, and evaluated assessment for all core areas

Pre-Service Teacher Two Mile Prairie Elementary Columbia, Missouri

January 20xx-May 20xx

- Observed lessons and classroom activity in fifth grade classroom
- Listened and helped students with reading out loud in classroom settings
- Helped direct lessons and keep classroom organized

Pre-Service Teacher Blue Ridge Elementary Columbia, Missouri

August 20xx-December 20xx

- Worked with 10 second grade students in classroom setting
- Created and directed lessons plans to promote student engagement
- Engaged students one-on-one during reading time

Pre-Service Teacher Parkade Elementary Columbia, Missouri

January 20xx-May 20xx

- Taught students' mathematics and English skills in a fourth-grade classroom setting
- Provided assistance to classroom teacher as needed

Relevant Experience

Nanny

Lane Family

Columbia, Missouri

May 20xx-Present

- Supervised three young children and maintained a safe and healthy environment for them
- Oversaw all aspects of the children's' daily routines

Math Tutor

Total Person Program

Columbia, Missouri

August 20xx-May 20xx

- Tutored 3 student athletes in college algebra
- Provided homework help and additional enrichment for practice
- Communicated with student athletes and academic coordinators on a weekly basis to provide reports and updates

Sample Student

123 Tiger Place, Columbia MO 65202

samplestudent@gmail.com

(555) 555-3214

www.Linkedin.com/in/mizzoustudent

EDUCATION

Bachelor of Science in Human Development and Family Studies

GPA: 3.3/4.0

Emphasis: Families and Lifespan Development

Columbia, MO

University of Missouri

Graduation Date: May 20__

EXPERIENCE

Boone Landing Retirement Home

March 20__ - Present

Assisted Living Aid

Columbia, MO

- Provide all aspects of care to 9 assigned residents, from administering medicine to retrieving meals
- Maintain a clean and comfortable living space for each resident
- Research, plan and create fun daytime craft activities to improve mental and physical dexterity in residents

VOLUNTEER EXPERIENCE

Meals on Wheels

May 20__ - Present

Driver

Columbia, MO

- Deliver meals to 10-15 low-income senior citizens in Mid-Missouri area, creating relationships and interacting warmly with residents
- Check-in and debrief with program director on weekly basis; often help package meals before delivery
- Manage daily route and set personal goals and deadlines for drop-off

Fun City Youth Academy

August 20__ - Present

Tutor

Columbia, MO

- Engage youths, ages 6-14, in recreational programs promoting self-respect and social responsibility
- Provide individualized academic support for youth in various subjects, including math, science, history and reading
- Help facilitate Saturday Academy sessions and special holiday programming, interacting with many different types of age groupings and ability levels

COMPETENCIES

- Strong interpersonal skills through daily work with diverse groups of people
- Exhibit empathy and integrity when working with all types of people
- Enjoy collaborating with and learning from fellow professionals
- Display respect and understanding when talking to superiors
- Skilled in logistics planning and collaborating with teams

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EDUCATION

University of Missouri

Columbia, Missouri

Bachelor of Science in Education: Middle School Mathematics (5-9)

GPA: 3.7/4.0

Multicultural Certificate

Expected Graduation Date: May 20xx

PROFESSIONAL EXPERIENCE

Pre-Service Teacher

September 20xx-Present

Lange Middle School

Columbia, Missouri

- Organized and implemented a seventh-grade pre-algebra and general mathematics lessons utilizing the school district's mathematics curriculum
- Observed instructional and classroom management strategies of cooperating teacher

Pre-Service Teacher

February 20xx-May 20xx

Smithton Middle School

Columbia, Missouri

- Taught multiple math lessons and developed practice problems for student enrichment
- Assisted classroom teacher with seventh and eighth grade individual math assessments

RELEVANT EXPERIENCE

Academic Tutor

September 20xx-Present

A Way with Words and Numbers

Columbia, Missouri

- Developed math lessons for after-school programs for middle school students
- Managed behavior, supervised study hall, and communicated with parents

Substitute Teacher

August 20xx-Present

Lange Middle School

Columbia, Missouri

- Substituted in multiple middle school classrooms over fall and spring breaks
- Promoted positive student environment by creating meaningful activities for students

Tutor

September 20xx-July 20xx

Archdiocese of Jefferson City Immigrant and Refugee Services

Columbia, Missouri

- Tutored three Burmese students on weekends in math and literacy
- Helped family in proper study habit development and communication with school

VOLUNTEER EXPERIENCE

Volunteer

September 20xx-July 20xx

The Intersection

Columbia, Missouri

- Supervised middle school and high school aged students after school
- Planned and played games to promote physical activity and overall health

Moving Ahead Tutor

September 20xx-December 20xx

Big Brothers Big Sisters

Columbia, Missouri

- Met with one sixth grade student after school three days a week and helped student finish her homework assignments
- Engaged student in different activities in and around Columbia community

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EDUCATION

University of Missouri

Columbia, Missouri

Bachelor of Science in Education: Secondary Social Studies (9-12)

Bachelor of Arts in History

Graduated: Expected May 20xx

PROFESSIONAL EXPERIENCE

Pre-Service Teacher

Battle High School

Columbia, Missouri

September 20__-Present

- Taught lessons in civics and economics to twenty-five ninth grade students under supervision of a cooperating host instructor
- Assisted cooperating instructor with classroom operations and procedures; helped students
- Developed an entire unit based on the Supreme Court having students research cases and participate in a mock Supreme Court hearing
- Wrote a unit-wide multiple-choice exam with questions based on Bloom's taxonomy
- Reviewed with students in preparation for state-mandated End-of-Course Examinations

Study Abroad Teacher

TESOL Program

Hong Kong, China

June 20xx-July 20xx

- Travelled to Hong Kong, China to assist with a summer English-language camp
- Coached ten Chinese students, ages 13-15, in basic English language including memorization of the alphabet
- Communicated with camp staff on a daily basis to report student progress

Pre-Service Teacher

Rockbridge High School

Columbia, Missouri

September 20xx-December 20xx

- Aided classroom instructor in an academic lab environment
 - Worked one-on-one with students and in small groups to assist in interdisciplinary tutoring
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RELEVANT EXPERIENCE

Student Coordinator

MU Residential Life FIGs Program

Columbia, Missouri

August 20xx-Present

- Led a team of Peer Advisors, helping to develop them as educators and peer mentors
- Directed multiple weekly meetings dispersing information and leading educational and developmental activities for peer advisors
- Used educational background and instruction during Peer Advisor training to improve quality of student, peer-to-peer educators
- Introduced and advanced the concept of Constructivist Education within the FIGs program

Summer Conferences Intern

MU Residential Life

Columbia, Missouri

May 20xx-August 20xx

- Managed a staff of eight Conference Assistants and oversaw operation of two residence halls during summer months
- Supervised adult and youth groups staying in residence halls during summer conferences
- Arranged scheduling for all shifts and kept record of monetary reconciliation reports

Peer Advisor MU Residential Life Columbia, Missouri
August 20xx-May 20xx

- Instructed and developed lesson plans for a university-level Interdisciplinary Studies course
- Supported freshman students in their transition from high-school to college
- Acted as a community leader organizing community events and promoting community involvement from students in residence halls
- Took on later role as a Training Leader, educating new student staff members on standards of procedure and departmental policies
- Served on Student Staff Training and Education Committee working with professional staff members to plan and execute staff training activities

Summer Assistant Intern MU Residential Life Columbia, Missouri
May 20xx-August 20xx

- Managed a staff of fourteen and oversaw the operation of eight residence halls in summer
- Supervised youth camps staying in residence halls; between 20-800 participants per camp

Volunteer The Intersection Columbia, Missouri
August 20xx-December 20xx

- Tutored thirty students across multiple disciplines in an after-school setting; grades K-12
- Directed students in structured physical activities following tutoring sessions

LEADERSHIP EXPERIENCE

President National Residence Hall Honorary Columbia, Missouri
August 20xx-May 20xx

- Facilitated leadership development and service activities within MU residence halls
- Oversaw expansion of involvement in residence halls and organization procedural revisions

Member/Tri-Director College of Education Ambassadors Columbia, Missouri
January 20xx-December 20xx

- Served as Tri-Director of Service for two semesters, organizing service events and keeping accurate record of members' service hours to the College of Education
- Participated in volunteer activities hosted by the College of Education and campus partners

Committee on Committees University of Missouri Columbia, Missouri
August 20xx-May 20xx

- Audited one of the Chancellor's Standing Committees per year and gave recommendations to MU's Faculty Council
- Oversaw expansion of involvement in residence halls and organization procedural revisions

Member Teachers of Social Studies at MU Columbia, Missouri
August 20xx-May 20xx

- Attended weekly meetings building connections with other social studies education students
- Participated in workshops hosted by the organization to further develop teaching skills and gain access to diverse resources
- Assisted in planning and executing a group trip to the Center for Civic Engagement Washington D.C.

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Education	University of Missouri Columbia, Missouri Bachelor of Science in Education: Special Education: Cross-Categorical (K-12) Expected Graduation Date: May 20xx GPA: 3.8/4.0
Professional Experience	Student Teacher, Paxton Keeley Elementary Columbia, Missouri August 20xx-Present <ul style="list-style-type: none">Participated in a year-long internship experience in both elementary and secondary classroom settingsTaught in a single special education resource room with K-5 elementary studentsCreated curriculum around the personal needs of each student and according to district elementary standards Study Abroad Teacher Carpi, Italy May 20xx- July 20xx <ul style="list-style-type: none">Independently guided and educated a second-grade classroom in a schoolDeveloped and instructed a lesson plan to teach English language centered around the children's book <i>See Spot Run</i>Completed required coursework and gained experience in cultural diversity Pre-Service Teacher, Columbia Public Schools Columbia, Missouri August 20xx- April 20xx <ul style="list-style-type: none">Conducted and analyzed interviews with students with special needs in both elementary and secondary classroom settingsPracticed running records, comprehension evaluations, and guided readingContributed to activities in both resource rooms and general classrooms
Relevant Experience	Nanny, Tiger Family Columbia, Missouri September 20xx- May 20xx <ul style="list-style-type: none">Watched and cared for children ages four and five before and after schoolPlanned and played games to promote physical activity and health
Volunteer Experience	Volunteer, Special Olympics Missouri Columbia, Missouri June 20xx, 20xx <ul style="list-style-type: none">Encouraged athletes and participants in their individual sporting eventsFacilitated bowling event in partnership with local community bowling alley Volunteer, Cedar Creek Therapeutic Riding Center Columbia, Missouri January 20xx- May 20xx <ul style="list-style-type: none">Provided support for adults and children with special needs in the communityWalked along with horses to provide stability and encouragement
Organizations	Student Council for Exceptional Children, University of Missouri Columbia, Missouri August 20xx- May 20xx <ul style="list-style-type: none">Public Relation Chair, August 20xx- May 20xxVolunteering Committee Chair, August 20xx- May 20xx