**Kimberly Towne**

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**OBJECTIVE**

To develop my practical teaching skills by working as a substitute teacher in Biddeford schools.

**SUMMARY OF QUALIFICATIONS**

|  |  |
| --- | --- |
| * Educated on essential roles and duties of teachers
 | * Completing second year in Secondary Edu. major
 |
| * Works well in leadership and supporting roles
 | * Communicates effectively with peers and advisors
 |
| * Experience developing lesson plans using Common Core and Maine State learning standards
 | * Experience using technology in the classroom to engage, enhance, and extend student learning
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**EDUCATION**

**University of New England**, Biddeford, ME *(August 2019 - Present)*

* **Degree**: B.S. in Secondary Education with a Biology concentration
* **Academic standing**: 4.0 GPA, Dean’s List all semesters
* **Education courses**:

|  |  |
| --- | --- |
| * Exploring Teaching
 | * Exceptionality in the Classroom
 |
| * Curriculum & Assessment
 | * Education Law
 |
| * Diversity Issues in Schools
 | * Teaching Secondary Science
 |
| * Supporting 21st Century Learning Through Technology
 |

* **Biology courses**:

|  |  |
| --- | --- |
| * Intro to Ecology and Evolution
 | * Anatomy & Physiology I
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| * Intro to Cellular and Molecular Biology
 | * Anatomy & Physiology II
 |

* **Other relevant courses**:

|  |  |
| --- | --- |
| * English Composition
 | * Effective Public Speaking
 |
| * Professional & Technical Writing
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**WORK/VOLUNTEER HISTORY**

**Nautical Property Management**, Wells, ME *(June - August, 2017 - 2019)*

* **Position**: Housekeeper and team leader
* **Duties**: ⚬ Supervised and worked with 1-2 housekeepers at a time
	+ Taught housekeeping procedures to new employees
	+ Interacted with guests, coworkers, and employers in a professional manner

**Wells Elementary School**, Wells, ME *(September 2018 - May 2019)*

* **Position**: Teen Trendsetter volunteer
* **Duties**: ⚬ Read assigned books with 1-2 first grade students
	+ Instructed students by following lesson plans for assigned books
	+ Helped students focus on completing worksheets and other activities
	+ Managed student behaviors in loud and crowded environments

**REFERENCES**: References are available upon request.