**Kimberly Towne**

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**OBJECTIVE**

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

**EDUCATION**

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

* **Degree**: B.S. in Secondary Education with a Biology concentration (4.0 GPA)
* **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 |
| * Intro to Cellular and Molecular Biology | * Anatomy & Physiology II |

* **Other relevant courses**:

|  |  |
| --- | --- |
| * English Composition | * Effective Public Speaking |
| * Professional & Technical Writing | |

**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 student focus on completing worksheets and other activities
  + Managed student behaviors in loud and crowded environments

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