

Lucila Federowski



OBJECTIVE

Secondary Level Dual Certified Spanish teacher is seeking a position in the field of education, where I would like to utilize my proven bilingual skills to promote and provide students with cognitive and social development.

EDUCATION

Georgian Court University, Lakewood, NJ

Bachelor of Arts Degree

May 2008

Major: Special Education and Spanish-Secondary Education

Major GPA 3.8 Overall GPA 3.8

Ocean County College, Toms River, NJ

Associate in Science Degree

December 2004

Major: Business Administration

Major GPA 3.7 Overall GPA 3.6

AWARDS AND HONORS

PEN Literary Magazine Award

Dean's Scholar

Kappa Delta Pi - International Honor Society in Education

Sigma Delta Pi - National Honor Society in Spanish

Alpha Beta Gamma - International Honor Society in Business

TEACHING EXPERIENCE

Brick Township High School, Brick, NJ

January 2008 - Present

Student Teacher

- Serve as a full-time teacher. Design and execute lessons using Power Point to target the visual learner and encourage student participation to approximately 95 regular and special education students.
- Conduct classes Spanish and English, and maintain a highly motivated environment by organizing hands-on team building skills.
- Ensure that the students with special needs goals are addressed.
- Maintain data collection and records.

Brick Township High School, Brick, NJ

January 2007 - June 2007

Temporary Teaching Placement

- Accepted temporary position as head teacher, afforded by the principal of Brick Township High School.
- Planned and implemented devised lessons in Spanish, which captured the students' imagination by presenting visual presentations and hands on activities.
- Tutored after school students that were having difficulty understanding the subject.
- Responsible for preparing 125 students for the end of the year final exams in Spanish II and Spanish III.
- Executed end of the year report cards, failure notices, and state reports for the school district.

90 hours

- Collaborated with the teacher's teaching methods in classroom activities.
- Assisted in correcting test papers and provided reports to the teacher on the grades achieved by each student.
- Responsible for planning and delivering eight lessons in Spanish, for Spanish II and Spanish III.

Lucila Federowski

Lakewood High School, Lakewood, New Jersey
60 hours of observation

January 2006 - April 2006

- Assessed and evaluated the 19 year experienced cooperating teacher's management skills in teaching Spanish Honors and Advance Placement courses.
- Assisted the teacher with the daily classroom activities, checked homework, made copies, reviewed and corrected test papers.

Brick Township Schools K-12, Brick, NJ
Substitute Teacher

September 2005 - January 2006

- Conducted lesson plans of full time teacher
- Enforced completion of classroom assignments
- Maintained classroom organization and behavior management

OTHER WORK EXPERIENCE

La Luz Salon, Bay Head, New Jersey
Front Office Coordinator

June 2001 - January 2004

- Part-time position
- Provided optimum customer service in an upscale salon and maintained a friendly work atmosphere
- Administered various clerical functions, created in-store displays to maximize product marketability and appeal

HORIBA Jobin Yvon, Edison, New Jersey
Human Resources Administrator

June 1987 - June 1995

- Maintained personnel information of approximately 250 employees
- Administered and communicated all benefit programs.
- Aided in Policy Manual updates, Census, and Equal Employment Opportunity reports
- Coordinated advertisement and position posting to various recruitment sources
- Organized all social activities as a the activity coordinator for all company functions

PERSONAL ORGANIZATIONS

Member of New Jersey Education Association
KAPPA DELTA PI - International Honor Society in Education

VOLUNTEER WORK

ESL Teacher

- Served as a ESL teacher for St. Mary's of the Lake Church, Lakewood, NJ
- Constructed and conducted diversified levels of lessons in Spanish and English to target and capture the students' cognitive ability.

REFERENCES

- Complete with contact information.

Lucila Federowski

[REDACTED]

[REDACTED]

[REDACTED]

References

Donna T. Mitchell

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

John Giavatto

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Sister Mary Catherine Sullivan

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Connie Duffy

[REDACTED]

[REDACTED]

[REDACTED]

RESUME

Maria Ventola
[REDACTED]
[REDACTED]
[REDACTED]

JOB OBJECTIVE: Utilizing my language skills to educate children in acquiring a second language by securing a challenging, professional position as a spanish teacher.

QUALIFICATIONS: Earned a Bachelor of Arts with a major in Spanish, Italian, and a minor in business. [REDACTED]
[REDACTED]
[REDACTED]

PROFESSIONAL EXPERIENCE: Worked 5 years as an independent courier for the NJ State Lottery, 2 years as a licensed real estate agent for Weichert Realtors, 3 years as a stocks and bonds cashier and order clerk for Thomson Mckinnon Securities, 5 years as a teller and floor personnel for the First National State Bank (now 1st Union) and 5 years as a receptionist and substitute music teacher for the DeBellis Music School.

EDUCATION: Bachelor of Arts
Montclair State University
Major: Spanish, Italian

Kristi McCullough

OBJECTIVE: To secure a teaching position in area of Spanish and to obtain an extra-curricular athletic coaching position.

EDUCATION: Rowan University, Glassboro, New Jersey
Bachelor of Science, Business Administration
Specialization: Management Information Systems
Bachelor of Arts, Spanish
GPA: 3.3

HONORS: Dean's List, Phi Beta Delta International Honor Society, Medallion Award--Scholar Athlete for the College of Business, New Jersey Athletic Conference Women's Basketball All-Conference 2000, 2001, 2002, Kodak All-American Women's Basketball 2002

RELATED COURSES: Intermediate Spanish II, Spanish Reading and Composition, Advanced Spanish Reading and Composition, Spanish American Civilization and Culture, Spanish American Literature, Spanish Civilization and Culture, Readings in Contemporary Spanish Literature, Foundations of the Spanish Language, Post Civil War Spanish Theatre, Latin American Novel, Contemporary Spanish Cinema, Spanish Literature I, Corrective Phonetics and Conversation, Elementary Italian I and II, Japanese I

STUDY ABROAD: Studied abroad in Seville, Spain from September – December 2002. Traveled throughout Europe to France, Germany, England, Portugal, Belgium, Luxembourg, and the Netherlands, and also to Mexico.

LANGUAGES: English, Spanish

WORK EXPERIENCE:

Spanish Teacher	January 2003-present
<u>Upper Deerfield Twp. Schools</u>	Seabrook, NJ
Teach Spanish to 4 th through 8 th grade students using the New Jersey Core Curriculum Standards for being able to communicate at a basic literacy level in another language and for demonstrating an understanding of the interrelationship between language and culture for another world language in addition to English.	
Meet with students on a rotating basis of either once a week, once every three days, or once every four days depending on the grade level.	
Monitor lunch and participate in school's activity period that occurs every other week for one class period.	
Establish good relationships with parents and other staff members.	
Assist students with homework in the school's "Homework Helper" after school program.	
Assist coaching school's boys' basketball team and volunteer helping out school's girls' basketball team.	

COMPUTER**SKILLS:**

Microsoft Office, Visual Basic, HTML, ColdFusion, Access, SQL

OTHER**EMPLOYMENT:**

Scorer/Timekeeper
Cherry Hill Recreation

June 1997-present
Cherry Hill, NJ

Keep the score clock and score books for the girls high school summer league and the women's NCAA sanctioned summer basketball league.

Counter Help/Shift Manager
My Favorite Muffin

May 1998-Sept 2001
Deptford, NJ

Customer service.
Handled cash transactions.
Responsible for closing out the register and end-of-the-day paperwork.

Camp Counselor
Ron Powell's Basketball Camp (Cherokee High School)

June 1998 - present

Instruct boys and girls on the basic skills and game strategies involved in the sport of basketball.

Camp Counselor
Swish Basketball Camp (Shawnee High School)

June 1999 - present

Instruct girls on the basic skills and game strategies involved in the sport of basketball.

Camp Counselor
Angelotti Basketball Camp ABC (Gloucester Catholic High School)

June 2002

Instructed girls on the basic skills and game strategies involved in the sport of basketball.

Camp Counselor
Future Stars Basketball Camp (Swarthmore College)

June 2002

Instructed girls on the basic skills and game strategies involved in the sport of basketball.

ACTIVITIES: Rowan University Women's Basketball Team, 1997-98, 1998-99, 1999-2000,

2000-01, 2001-02, Captain 2000-01, 2001-02

Intramurals, 1999-2000

VOLUNTEER**WORK:**

Participated in a reading program for elementary school students, 1998, 1999.
Helped run a basketball clinic, the "Children's Tournament of Champions" for special needs children, 1999, 2000, 2001, 2002.

Kristi McCullough

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

References:

Dr. Sonia Spencer

[REDACTED]
[REDACTED]
[REDACTED]

Mrs. Dorothy Antrim

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Mrs. Gina Santone

[REDACTED]
[REDACTED]
[REDACTED]

Mr. Peter J. Oteri

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Ms. Gabby Lisella

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

AMY WINDEKNECHT

OBJECTIVE: To obtain a position in a secondary school teaching Spanish

EDUCATION: Rutgers, The State University of New Jersey New Brunswick, NJ
Bachelor of Arts, 2005
Major: Spanish Minor: Education GPA: 3.92 / 4.00
Universidad Autonoma de Yucatan, Merida, Mexico
Spring 2004 GPA: 4.00/4.00
Praxis II: Spanish Content Knowledge 180
Certificate of Eligibility: Spanish expected in May

TEACHING EXPERIENCE

Belmar School District and Ocean Township School District Jan 06 -present
Belmar and Ocean Township, NJ
Substitute Teacher
Managed classroom coverage, executed lesson plans, and assumed all responsibilities of absent teachers, grades K-12 and specials.

ClubZ Tutoring Jan 06 -April 06
Plainfield, NJ
Tutor
Tutored Spanish-speaking students one-on-one in various subjects based on their schoolwork and lessons I created and implemented.

Instituto Heslington Aug 05- Dec 06
Tehuacan, Pue. Mexico
English Teacher
Taught English (as a Foreign Language) to 6 classes daily, each differing in both age and level. Devised original lesson plans for each class focusing on cooperative learning techniques. Provided weekly extra help sessions and four parent conference days throughout the semester. Assessed students using daily classwork, homework, journals, quizzes, and exams.

St. Mark's Conference Center May 03-June 03
Limón, Costa Rica
English Teacher/Tutor
Assisted teachers with daily routines and grading. Tutored children (grades K,2,5,6,9) on specific grammatical and conversational English skills. Organized end of year program for entire school: "English Day."

RELATED EXPERIENCE

Child/Classroom Assessor, National Institute for Early Education Research, Aug. 2004-Aug. 2005
New Brunswick, NJ
Administered and scored literacy assessment tests to students in NJ Abbott School Districts for Department of Education's pre-school program evaluation. Gave each exam in English or Spanish in order to evaluate and score the children. Evaluated pre-school classrooms, materials, and teachers.

**AWARDS/
RECOGNITIONS/
LEADERSHIP
EXPERIENCE**

Dean's List: Fall 2001-Spring 2005

Phi Beta Kappa: Spring 2004-Spring 2005

Phi Sigma Iota: Fall 2004-Spring 2005

Gold Congressional Award: June 26, 2002

Presented by the Senate Majority Leader Thomas Daschle and the Senate Republican Leader Trent Lott in the Russell Senate Office Building in Washington, D.C.

Annual Recognition Ceremony for the Monmouth Council of Girl Scouts: June 2004

Spoke to an audience of 700+ people about my experiences in Girl Scouting and the positive effect it has had on my life.

Student Teaching/Observation: September 2002-May 2005

Numerous assignments in New Jersey: Monroe, New Brunswick, Highland Park, Westfield, South River, and Edison.

Chaperone, July 2004

Led group of 12 girls on 10 day trip to Switzerland.

Volunteer, Jan. 2004- May 2004

Aide/companion to group of 17 girls at Caimede Orphanage in Merida, Mexico.

Carol R. Shaw

CAREER OBJECTIVE Teacher of French

EDUCATION

1993 SYRACUSE UNIVERSITY, Syracuse, NY
Masters of Science in Foreign Language Education

1987 LENOIR-RHYNE COLLEGE, Hickory, NC
Bachelor of Arts in French and Secondary Education

1989 GEORGIA SOUTHERN UNIVERSITY, Statesboro, GA
FLES Conversion Course for K-6 certification

1986 LA SORBONNE, Paris, France
Cours de Civilisation et Littérature Françaises

EXPERIENCE

1995 – present TEACHER OF FRENCH AND SPANISH
Far Hills Country Day School, Far Hills, NJ
Teach 7th and 8th grade French, Exploring Language, Kindergarten – 2nd
grade Spanish FLES. Serve as advisor to sixth grade students. Member of
the Benefits Committee. Lead home-stay trip to France.

1993 – present TEACHER OF FRENCH AND ESL
L.E.A.R.N. Associates, Liberty Corner, NJ
Tutor students in middle and high school French. Substitute for adult
learners class. Taught English to local hotel staff.

1994 – 1998 PROOF-READER/EDITOR
Berlitz Translation Services, New York, NY
Proofed and edited automobile repair manuals in French.

1994 – 1995 PART-TIME TEACHER OF FRENCH
South Brunswick Schools, South Brunswick, NJ
Taught French I to 8th graders and French III to 10th graders. 1

1989 – 1994 PART-TIME TEACHER OF FRENCH
Morrisville-Eaton Junior-Senior High School, Morrisville, NY
Taught French I, French II and Regents French III. 5

- 1989 – 1994
LINGUISTIC CONSULTANT
Carrier Corporation, Syracuse, NY
Designed and taught ESL and French to relocating engineers and their families and to Syracuse-based employees.
- 1992 – 1993
TRANSLATOR/LINGUISTIC CONSULTANT
Syracuse Language Systems, Syracuse, NY
Designed computer games to teach languages to children. Worked on design and production of *All in One Language Fun*.
- 1993 – 1994
ADJUNCT PROFESSOR
SUNY College of Agriculture & Technology at Morrisville
Taught two semester of beginning and intermediate French.
- 1989 – 1992
INSTRUCTOR/ADJUNCT INSTRUCTOR
Syracuse University, French Department
Taught six semesters of intensive intermediate French. Designed computer based language practice activities.
- 1987 – 1989
TEACHER
Camden County high School, St. Marys, GA
Taught French I and II, General English III and Intro. to Psychology. 2
- 1987
FRENCH ASSISTANT
Southwest Elementary School, Hickory, NC
Selected by college faculty to teach French to two kindergarten classes in a North Carolina pilot program.
- 1986
STUDENT TEACHER
Hickory High School, Hickory, NC
Prepared and taught lessons for two second-year and three fourth-year French classes.
- 1984 – 1985
APPRENTICE TEACHER
Conducted daily French Drill Sessions using the Dartmouth Model of Foreign Language Instruction.

ADDITIONAL DATA

HIGH SCHOOL EXCHANGE STUDENT, Brussels, Belgium
Acquired fluency in French (Advanced + speaker by the ACTFL OPI) during junior year ; attended two local high schools ; lived with three French-speaking families.

HONORS
Presidential Scholar, Dean's List, National Dean's List, Graduate Assistantship with Stipend

CERTIFICATION
North Carolina, Georgia, New York, New Jersey

TRACI L. GALVAN

EDUCATION:

(9/96 TO 1/98) BROOKDALE COLLEGE LINCROFT, NJ
ASSOCIATES DEGREE, PARALEGAL TECHNOLOGY

- Member of the Honor Society for Paralegal Studies.
- Deans list

(9/88 to 5/92) FORDHAM UNIVERSITY, NEW YORK, NY
B.A. IN ITALIAN LANGUAGE AND LITERATURE

- Recipient of the Pope Scholarship for Italian Language achievement.
- Dean's list
- Oral Proficiency Exam- ACTFL Rating of Advanced High

EMPLOYMENT:

(9/07 TO PRESENT) POINT PLEASANT HIGH SCHOOL, PT. PLEASANT, NJ
TEACHER OF ITALIAN LANGUAGE AND CULTURE

- Teaching of 9-12 grade students in various levels of Italian language and culture.
- Creation of lesson plans that adhere to NJ curriculum standards.
- Assess students using a multi-tiered approach.
- Utilize a variety of techniques which address all types of learners
- Creation and moderating of an Italian Cultural Club which fosters the appreciation of the life and culture of Italy

1/04 TO 1/08) THE ATLANTIC CLUB, WALL, NJ
SWIM INSTRUCTOR

- Red Cross certified instructor of swimming, diving and water safety.
- Teaching of children of various ages and levels, from beginning water orientation for infants to stroke technique and development for those swimming at competitive levels.

(9/94 TO 4/07) CASELLA & CASELLA, STATEN ISLAND, NY
PARALEGAL

- Preparation of pleadings, briefs, summonses, and other documents necessary for the filing of various types of law suits that the firm handles.
- Translation of documents from English to Italian and vice versa for comprehension by various clients as well as simultaneous oral translation during in house meetings and conferences.
- Performing legal research via computer and law library books.
- Handling of all of the firms billing using specific legal software.

(9/1999-6/2000) MAECOM, TINTON FALLS, NJ
ITALIAN INSTRUCTOR

- Instructed adult students in Italian language and culture.
- Emphasis placed on preparing students to travel to Italy by teaching important dialogues and phrases that would prove helpful to them.

(9/1992-8/1994) THE OXFORD SCHOOL, VENICE, ITALY
ENGLISH INSTRUCTOR/TRANSLATOR

- Taught the English language and American culture to various levels of students as well as adult continuing education.
- Introduction to language terminology, phrases, vocabulary and verb tenses.
- Developed unit lessons and curriculum based learning through multiculturalism and community based pedagogical endeavors.
- Created and produced various theatrical shows for students for perform in the English language through translation from Italian literacy.

Work 732-780-5100

Veronica Reid

License - Eileen Henry - Observer
Cathy + MS

Objective: To obtain a position in the field of education.

Summary: Reliable and eager young professional who is looking forward to starting a career in education. I am fluent in Spanish, able to handle written and oral communication in an effective and professional manner. I am detail oriented, organized, highly motivated, and ready to take on classroom responsibilities.

Employment: Stratus Services Group, Inc., Howell, NJ 2000-Present
Account Manager

- Responsible for the permanent and temporary placement of employees.
- Actively monitor accounts and employees to ensure client satisfaction.
- Process all incoming resumes, screen eligible candidates, conduct interviews, pre-employment testing, and background investigations.
- Contact old and potential clients to promote business and increase sales.
- Negotiate bill rates for temporary and permanent placements.
- Set-up and conduct job fairs.
- Translate documents from English to Spanish and interpret for Spanish-speaking employees.
- Assist with the training of in-house employees.

The College of New Jersey, Ewing, NJ 2001-Present
Graduate Assistant

- Conduct research for faculty for the purpose of publication.
- Assist staff with all aspects of office work.
- Assist professors in the preparation of classroom presentations and lectures.

Emanuel Lutheran Church and School, Lansing, MI 1998-1999
Preschool Teacher

Responsible for overseeing activities, project planning, and organizing events that would stimulate a child's growth and development.

Y's Owl Child Care Center, Morristown, NJ 1997-1998
Preschool Teacher

Responsibilities included planning projects, field trips, meetings with parents, and creating activities that would help in the development of social skills.

Education: The College of New Jersey, Ewing, NJ
Master of Arts Degree: Education
ESL, Bilingual Education, & Spanish Certifications
*Prospective date of graduation and certifications: August, 2002
*Dean's List.

Rutgers University, New Brunswick, NJ
Bachelor of Arts Degree: English and Spanish
*Dean's list.

References: Furnished upon request.

1997
(Personal)
Teacher
Terri Wyman -
609-242-1781