

Laura Jones

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PROFESSIONAL SUMMARY: Self-motivated teacher's assistant wanting employment as a Spanish teacher at the high school level to make use of communication skills in English and Spanish while motivating the performance of all students.

EMPLOYMENT:

September 2023 - Present

University of Missouri-Columbia, Teaching Assistant

- Utilized time management skills to grade quizzes, exams and homework assignments while critiquing the advancement of students studying Spanish at the sophomore level.
- Worked with the professor to create content that focused on creating syllabi, quizzes, exams, and homework assignments; this aspect of the profession required teamwork based on effective communications among primary faculty members.
- Spearheaded a plan of action to increase grades for students faltering in Spanish; exam scores increased 13% over the course of one year; this program is being considered by other foreign language departments on campus.
- Created lesson plans that addressed short-term and long-term objectives for students; developed a plan of action for all students who were achieving an overall grade below "C".
- Communicated with the professor to address the progression of students; identified strengths and weaknesses and created observations that were discussed with families during Parents Weekend.
- Maintained students' attention by using visual aids such as paper handouts and slideshow documents; this approach allowed students to learn information with speed and accuracy.
- Created an environment that focused on student participation giving each student an essential assignment to complete as part of a group; achieved this goal by providing students with positive feedback for their individual efforts in a group environment.
- Nominated students for awards that acknowledged consistently elevated grades and the quality of individual exam, quiz, and homework scores; displayed badges on an Internet award's page.

EDUCATION:

Bachelor of Arts Degree in Spanish, University of Missouri-Columbia (From 2018 to 2022)

Graduate of Arts Degree in Teaching, University of Missouri-Columbia (From 2023 to Present)