

Melissa L. Vennefron

Personal Summary

A confident, enthusiastic, and hard-working classroom teacher possessing considerable teaching experience in math and science. Ability to motivate and inspire students with diverse backgrounds across the middle grades. Possessing excellent teaching, learning, and classroom management strategies to help pupils fulfill their potential. Able to bring ideas, energy, and enthusiasm to teaching. Currently looking for a suitable position in the elementary or middle school.

Career History

August 2012-Present

Miami University

Duties

- Instructor, Partnership Liaison, Block Coordinator, Block Coordinator Liaison

August 2008-May 2012

Orion Academy

Math and science teacher at an urban school with children of diverse populations and abilities from the age of 10-14.

Duties

- Creating year-long plans to align with state standards of instruction.
- Preparing math and science study material for the classroom, including interactive learning, textbooks, workbooks, cooperative learning, hands-on activities, and math and science labs.
- Planning, delivering, assessing, and re-teaching content.
- Organizing coursework for multiple courses at a time.
- Creating varied types of assessments to encompass all types of learners.
- Analyzing data and grouping students accordingly based on academic needs.
- Monitoring student performance and providing encouragement to those who need it.
- Engaging pupils in the class with innovative methods and stimulating activities.
- Assisting pupils to develop their social, emotional and behavioral skills.
- Creating class and individual incentive plans to improve student morale.
- Participating in staff meetings, grade level meetings, team meetings, and one-on-one meetings, parent/teacher conferences, professional development workshops.

Key Skills and Competencies

Teaching Abilities

- Possessing excellent subject knowledge and a real enthusiasm for math and science teaching methods and techniques.
- Creating a stimulating learning environment for students using innovative and resourceful teaching methods.
- Using new media like the internet to promote interactive learning.
- Having strong classroom management skills.
- Supporting pupils with challenging behavior.
- Applying IT skills in Microsoft Office

Personal Skills

- Adapting current teaching practice and progress upon advice and feedback from colleagues; eager and willing to learn.
- Having the written and oral communication skills, and the friendly and approachable personality, required to build a positive rapport with teachers, pupils, and their parents.
- Being a good role model to students through professional conduct and personal presentation.
- Encouraging and inspiring pupils to do better so they can achieve their potential.
- Embracing positive attitudes towards all pupils.
- Attending non-required after school activities.
- Planning, prioritizing, and organizing, while providing attention to detail.

Previous Career History

2006-2008 Private Tutor (Grades 4-9): Hamilton, Ohio.
 2002-2006 Substitute Teacher (Grades 7-12): Various Butler County Middle and High schools.
 2002-2003 Home Instructor (Grades 4 and 5): Hamilton City Schools: Hamilton, Ohio.
 1999-2002 Science, Social Studies, and Health Teacher (Grades 7 and 8): St. Catharine of Siena: Cincinnati, Ohio.

Academic Qualifications

2012 Praxis II Middle School Math (4-9)
 2010 Praxis II Middle School Science (4-9)
 2005-2008 Western Governors University: Salt Lake City, Utah
 Master of Arts in Mathematics Education: May 2008.
 1991-1998 Miami University: Oxford, Ohio

Bachelor of Science in Education: May 1998.

Courses Taught

- General Mathematics, Pre-Algebra, Life Science, Physical Science, Earth Science, Social Studies, and Health