

Chronological Resume

Rhonda K. Parker
1144 Green Street
Norfolk, VA 23510
Cell: (757) 855-2709

Email: rhondaparker@cando.com

SUMMARY OF QUALIFICATIONS

- Demonstrated commitment to ongoing professional development in the early childhood profession.
- Knowledge of child cognitive, social, and skills development methods and techniques.
- In-depth knowledge of health, hygiene and nutritional needs of children.
- Strong ability to understand and follow specific instructions and procedures.
- Strong understanding of a safe environment for children.

EDUCATION

Tidewater Community College, Virginia Beach, VA

Pursuing Associate of Applied Science Degree, Early Childhood Development
Expected Graduation Date: May 2009

WORK EXPERIENCE:

Virginia Beach Public Schools, Virginia Beach, VA

05/08 to Present

Substitute Teacher (Short Term Assignments - Up to Three Weeks)

- Teach grades K-12 in all subjects areas, which includes regular and ESL classes.
- Emphasize use of proper grammar in both Spanish and English classes.
- Prepare materials in accordance with lesson plans left by absent teachers, and often improvise creatively when no plans are available.
- Practice effective classroom management which keeps disruptions under control despite large class sizes. Also supervise students in schoolyard and cafeteria.
- Keep records of grades and attendance.

Green Giant Nursery School, Virginia Beach, VA

02/05 to Present

Teacher's Assistant

- Assist in all preschool classes from two years through five years old.
- Plan arts and crafts projects to complement weekly educational theme.
- Supervise children in playground. Interact with parents delivering and picking up children. Communicate special requests and information to staff.
- Lead storytelling sessions. Follow up with thoughtful questions to make sure children understand concepts correctly.

Virginia Beach Recreation Center, Virginia Beach, VA

03/00 to 02/05

Group Staff Leader

- Planned and conducted group sessions for adolescents recovering from addictive disorders. Followed up with one-on-one conferences.
- Participated in clinical conferences to determine treatment goals. Worked with group staff and families to implement.
- Scheduled staff over a seven-day work week. Trained new staff members.
- Advanced through the ranks from Trainee to Senior Staff. Achieved the highest-level group staff position.