34781 Island View Lane ♦ Emmetsburg, IA 50536 ♦ hurlevk@uni.edu ♦ (712) 480-0192

EDUCATION

University of Northern Iowa, Cedar Falls, Iowa

Fall 2016

Bachelor of Arts: Early Childhood Education

Endorsement: Early Childhood Special Education 100

Iowa Lakes Community College, Emmetsburg, Iowa

Summer 2014

Associate of Arts

SUBSITUTE TEACHING

Graettinger-Terril Community School District

Spring 2017

- Took instructions from school office and lead teacher about handling classroom instruction
- Implemented curriculum and lesson plans left by teacher
- Ensured that classroom instruction is handled according to the school's policies, goals and objectives
- Managed student behavior and classroom order

Emmetsburg Community School District

Spring 2017

- Observed students to ensure appropriate classroom behavior and addressed unruly behavior in a prompt manner
- Implement curriculum and lesson plans
- Provided assistance to students with their class assignments and in learning new concepts
- Supervised students during outdoor activities and lunch hours

Spencer Community School District.

Spring 2017

- Covered an instructional coach's release time two days a week
- Participated in all classroom and lesson planning activities using data on student understanding
- Facilitated the teacher in lesson plan implementation and record keeping
- Assisted lead teachers in imparting instruction according to set lesson plans
- Developed and maintained positive relationships with all students and parents

STUDENT TEACHING

Preschool - Terril Elementary School, Terril, Iowa

Fall 2016

- Planned and taught daily lessons in all subject areas
- Participated in monthly staff meetings, and parent teacher conferences
- Created interactive smartboard pages for morning meetings
- Developed and taught a two week-long unit on animals that hibernate
- Maintained classroom management by creating stimulating lessons, activities, and learning centers
- Wrote weekly newsletter to communicate with parents
- Recorded Gold Standards when met by students during a lesson

K-1 Special Education - Johnson Elementary School, Spencer, Iowa

Fall 2016

- Planned and taught daily reading group lessons
- Worked with children one on one
- Planned interactive math activities
- Collected data on students based on their understanding of a lesson or activity
- Maintained classroom management
- Monitored lunch daily
- Assisted with bus duty

FIELD EXPERIENCES

Preschool - Kittrell Elementary School, Waterloo, Iowa

Spring 2016

- Planned and implemented science center for the students
- Collected data based on the science center using children's inquiry and understanding of materials
- Assisted teacher with learning opportunities
- Assisted children in handling conflicts
- Worked under lead teacher to support instruction and social-emotional development

2yr Old Room - UNI Child Development Center, Cedar Falls, Iowa

Fall 2015

- Planned and implemented two math, language, and science lessons
- Assisted with watching over and observing student's learning
- Observed students and recorded progress on their learning

Kindergarten Reading Tutor - Kingsley Elementary School, Waterloo, Iowa

Spring 2015

- Planned a weekly reading lesson for the student
- Worked with student on spelling
- Assisted child in reading as well as writing

Preschool - St John Lutheran Church, Cedar Falls, Iowa

Spring 2015

- Planned and implemented two science lessons and two math lessons for the students
- Kept areas well organized
- Assisted lead teacher with learning experiences and watching over students

2nd Grade - Becker Elementary School, Waterloo, Iowa

Spring 2015

- Implemented two lesson plans for the students
- Worked under lead teacher to support instructional learning
- Kept areas well organized
- Worked one-on-one with students when necessary

Preschool - Demoney Elementary School, Estherville, Iowa

Spring 2014

- Created weekly learning opportunities for the students in all subjects
- Collected data on classroom environment and student behaviors
- Assisted teacher with learning opportunities
- Assisted students in handling conflicts
- Worked under lead teacher to support instruction and social development
- Kept areas clean and well organized
- Attended some professional development days

RELATED TEACHING EXPERIENCE

Teacher Assistant - Blessed Beginnings Learning Center, Cedar Falls, Iowa

Fall 2015- Spring 2016

- Supervising children at all times and maintaining a safe environment
- Interacting with children to assure intellectual stimulation
- Prepare learning aids and assure materials are present
- Collaborate with other staff to provide appropriate experiences
- Reinforce classroom routines
- Communicate with children in a developmentally appropriate manner

Nanny - Cedar Falls, IA

Fall 2014

- Provided care for child after school
- Assisted child in completing homework
- Provided games or activities for child when homework was complete

AFFILIATIONS AND ACTIVITIES

National Association for the Education of Young Children (NAEYC) University of Northern Iowa Student Early Childhood Association (SECA)-Treasurer University of Northern Iowa Dance Marathon

OTHER WORK EXPERIENCE

Waitress - Dublins Food and Spirits, Emmetsburg, Iowa

Fall 2016-Present

- Handled cash, check, and credit card transactions.
- Customer Service- Acknowledged and greeted customers entering restaurant.
- Took orders

Farm Hand - Hurley Farms, Curlew, Iowa

Spring 2013- Present

- Assisted during planting and harvest season.
- Applied pesticides and herbicides.
- Worked with other staff and supervisors to ensure operations ran smoothly.

Part-time Employee - Iowa Select Farms, Iowa Falls, Iowa

Summer 2015

- Cared for animals in barns.
- Completed daily paperwork and computer work.
- Communicated among co-workers and supervisors.

Sales Associate – Etc. Etc., Emmetsburg, Iowa

Fall 2010- Summer 2013

- Customer Service- Acknowledged and greeted customers entering store.
- Merchandised, stocked and replenished selling floor.
- Handled cash, check, and credit card transactions.
- Communicated among co-workers and supervisors.