|  |  |
| --- | --- |
| **YOUR NAME**  **Substitute Teacher Resume** | |
| **City, State ZIP • your.email@email.com • (854) 456-5555** | |
|  | |
| Substitute Teacher with 5+ years of experience and a proven track record of increasing class test scores. Recognized for ability to increase student participation and motivation in learning through engaging lessons and activities. Adept with Google Classroom and interactive SMART Boards. Aiming to use my diverse skills to foster a dynamic and inclusive educational environment that supports student success and growth. | |
| **PROFESSIONAL EXPERIENCE** | |
|  | |
| Substitute Teacher  **WINFIELD HIGH SCHOOL, Charleston, SC**  *June 20XX–Present* | |
| * Facilitated ”open talk” sessions, creating team building activities that significantly enhanced student motivation and teamwork, impacting 150+ students annually * Instructed Math, Art, and English classes, managing groups of 13–24 students from Grades 2 to 5, totaling approximately 100 different students each school year * Managed travel and expense reports for 10+ department team members, ensuring accurate and timely submissions | |
|  | |
| Substitute Teacher  **CAROLYN A. CLARK ELEMENTARY SCHOOL, Charleston, SC**  *August 20XX–June 20XX* | |
| * Collaborated with permanent teachers to develop comprehensive support plans for students, leading to enhanced learning activities that engaged 200+ students during each academic year * Designed and implemented lesson plans that notably increased student engagement, benefiting around 120 students across various subjects * Ensured adherence to school policies and procedures for 30+ students with disciplinary issues, maintaining a safe and orderly environment | |
|  | |
| **EDUCATION** | |
|  | |
| **SAN JOSE STATE UNIVERSITY, San Jose, CA** | |
| **Bachelor of Science in Business Administration**,*May 20XX* | |
| **NATIONAL BOARD of PROFESSIONAL TEACHING STANDARDS** | |
| Multiple Subject Teaching Credential, *May 20XX* | |
|  | |
| **ADDITIONAL SKILLS** | |
|  | |
| Educational technology proficiency, Classroom management, Curriculum development, Communication, Adaptability, Conflict resolution, Team collaboration, Student engagement, Special education awareness, Leadership and coaching | |
| **Logo  Description automatically generated**  **Dear Job Seeker,**  The “Elegant” resume is one of our most popular templates because of its centered, expanded text within each header, white spacing, and overall soft aesthetic.  If you’re looking for a sophisticated and stylish resume, look no further. Any hiring manager will appreciate this template, but it’s especially noticeable if you’re applying for creative jobs like [graphic design](https://resumegenius.com/resume-samples/graphic-design-resume-example) or [photography](https://resumegenius.com/resume-samples/photographer-resume-example).  If you’re still struggling to write your resume, here are some free resources to help you put together a resume that shows employers you’re the right person for the job:  ·     [Free Resume Builder](https://resumegenius.com/?utm_source=Word_Doc&utm_medium=Resume_Builder_Link&utm_campaign=RG_Downloads)  ·     How to Write a Resume  ·     [Resume Samples by Industry](https://resumegenius.com/resume-samples?utm_source=Word_Doc&utm_medium=Resume_Samples_Link&utm_campaign=RG_Downloads)  Once you have a great resume, pair it with a convincing cover letter using our matching [2022 cover letter template](https://resumegenius.com/cover-letter-templates/modern-templates#2021). Here are a few resources to help you write a cover letter that gives your application the boost it needs to land you an interview:  ·     [Cover Letter Builder](https://resumegenius.com/cover-letter-builder?utm_source=Word_Doc&utm_medium=Cover_Letter_Builder_Link&utm_campaign=RG_Downloads)  ·     [How to Write a Cover Letter](https://resumegenius.com/cover-letters-the-how-to-guide?utm_source=Word_Doc&utm_medium=Cover_Letter_Guide_Link&utm_campaign=RG_Downloads)  ·     [Cover Letter Examples by Industry](https://resumegenius.com/cover-letter-examples?utm_source=Word_Doc&utm_medium=Cover_Letter_Examples_Link&utm_campaign=RG_Downloads)  Best regards,  Shape  Description automatically generated with medium confidence  **IMPORTANT:** To delete the second page, right-click on the page and click “Delete Rows” |