

# EMILY GILL

## ELEMENTARY EDUCATION

### CONTACT

[HTTPS://EMILYEGILL.WEEBLY.COM](https://emilyegill.weebly.com)

### PROFILE

I am currently a student at the University of Mary. I am majoring in Elementary Education and minoring in Catholic Studies. I will graduate Spring of 2022.

### EDUCATION

#### BACHELOR OF SCIENCE, MAJOR IN EDUCATION

UNIVERSITY OF MARY | 2018 - 2022  
GPA: 3.6

#### ADDITIONAL CREDITS

MSTATE MOORHEAD | 2017 - 2018  
GPA: 3.8

### SKILLS

- Critical Thinking
- Communication
- Collaboration
- Organization
- Time Management
- Flexible & Adaptable
- Technical Skills
  - MS Office, Google Drive, Social Media, PowerPoint, Email, etc

### AWARDS

**DEAN'S LIST (UNIVERSITY OF MARY)**  
FALL 2018, FALL 2019, SPRING, SUMMER,  
AND FALL OF 2020, SPRING, FALL OF 2021

**SNDU (UNIVERSITY OF MARY)**  
MEMBER SINCE FALL 2020 - PRESENT

### EXPERIENCE

#### ST. MARY'S KID'S CLUB TEACHER

LIGHT OF CHRIST | SEP 2020 - PRESENT

- Interact with students at after-school care
- Teach problem-solving skills when behavioral issues or disagreements occurs
- Complete behavioral/fix it plans with the students after an incident - Discuss incidents with parents
- Tutored first-grade student who needed support in reading

#### SUMMER PROGRAM DIRECTOR

ST. JOSEPH'S CATHOLIC SCHOOL | JUN 2021 - AUG 2021

- Hiring/maintaining Summer Program Assistants
- Scheduling appropriate staffing for Summer Program
- Managing attendance and inquires of enrollment
- Providing appropriate and proactive communications to all parents and staff
- Operating within the budgeted allotment for Summer Program
- Scheduling regular field trips and organizing transportation
- Problem solve when behavioral issues or fights occur
- Monitors the general welfare and safety of all children
- Plan and implement safety procedures in the instance of an emergency.

#### SUMMER PROGRAM ASSISTANT

ST. JOSEPH'S CATHOLIC SCHOOL | JUN 2018 - AUG 2020

- Work with program personnel to implement engaging, developmentally appropriate educational enrichment programming.
- Develop and maintain professional working relationships through effective and timely communication with the program director and other program personnel.
- Assist the program director in addressing the ongoing needs of the students and parents.
- Implement program procedures effectively to ensure the safe being of all participants.
- Observe, monitor, and participate in children's play activities.
- Assist in the cleaning of the room and equipment before, during, and after the program.

### TRAINING/CERTIFICATIONS

**NORTH DAKOTA TEACHING LICENSE**  
(PENDING)

**SUBSTITUTE TEACHING LICENSE**  
OCTOBER 2021 - PRESENT