

Three Tips for Writing an Elementary Teacher Resume

In addition to knowledge of the material they teach, teachers must also possess strong interpersonal skills, a knack for problem solving, and effective classroom management techniques. With this in mind, schools place emphasis on teaching education and experience when considering the right candidate to hire. Follow our resume writing tips to highlight your knowledge and experience, and convince hiring managers that you will make a valuable addition to their learning community.

The strongest resumes contain a combination of quantitative experience and specific classroom accomplishments, so make your “Professional Experience section” rich with lots of pertinent detail.

1. Show Your Certifications

The road to teaching is a fairly structured career path, as aspiring educators must complete a relevant bachelor’s degree and a state training and certification program to become qualified to teach. Even experienced teachers are required to renew their licenses every set number of years, and many enroll in supplementary training or higher education programs to advance their career. Keep up-to-date with your state’s teaching requirements and licensing process — your certification should be one of the first points emphasized in your resume.

Here, this applicant has presented herself as a “**licensed teaching professional**” in the first sentence of the “Resume Objective” section. Elaborating on your training and certificates is best done in the “Education” area of your resume as fieldwork, student teaching, and education courses are all important learning components of your teaching career.

2. Back Up Your Experience with Specifics

When referencing teaching experience, always include relevant details of your past position such as grade levels, class size, number of classes taught, and the curriculum used. No two schools are the same, so writing vague bullet points such as “*taught general education classes,*” or “*earned high test scores,*” means little to the hiring department. In this resume template, the applicant put her classroom experience and accomplishments into solid figures:

- *Taught 3rd, 4th, and 5th grade classes of up to 25 students per class*
- *Raised student academic performance in English language arts and mathematics through 15% score increase of Georgia Milestones assessments*

This detail-oriented approach to the “Professional Experience” section of the resume gives potential employers a clear sense of your capabilities. Standardized test scores are a simple way to reinforce your effectiveness as an educator – the academic reputation of schools is judged heavily through

standardized testing, so conveying your ability to create measurable improvements in your students will make you a highly desirable applicant.

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But maybe you're a new teacher, or your school doesn't provide testing data. In that case, get creative and provide examples of particularly innovative lesson plans or projects you have implemented at your schools or training. Here, the applicant includes a creative project she took the initiative to start in her classroom:

- ***Pilot stock market exchange game for 5th grade classes as experimental learning component to mathematics unit objectives***

While test scores are good markers of academic learning, there are many ways to communicate to hiring managers that you are an effective and valuable educator. The strongest resumes contain a combination of quantitative experience and specific classroom accomplishments, so make your "Professional Experience section" rich with lots of pertinent detail.

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3. Spotlight Technology and Software Skills

There's nothing wrong with the traditional chalkboard, but schools are introducing more technology tools in their classrooms and curriculums. As a teacher, you are expected to take advantage of new teaching resources in your classroom to engage students and enhance learning. Include all teaching software, equipment, and programs that you are familiar with in your additional skills section.

Content-sharing platforms:

- MyEdu
- Sophia
- Blackboard
- Moodle
- Pearson ECollege
- Haiku Learning
- Edmodo

Classroom software:

- Microsoft Office Suite
- Google Drive
- Windows Movie Maker
- Google Scholar/Databases

Devices:

- Promethean interactive boards (smartboards)
- iPads
- Clicker response system
- Smartphone apps (Kahoot, Tophat, etc)

Feel free to add additional technologies and software that you have worked with in classes. By adhering to these tips, you'll be able to match your passion for teaching with qualifications that will have you commanding classrooms in no time.

Resource retrieved from following website:

- <https://resumecompanion.com/resume-examples/elementary-teacher-resume-sample/>