

JEREMY ROSE

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EDUCATION

Western Carolina University
Bachelor of Arts in History and German

Cullowhee, North Carolina
Graduated May 2005

RELEVANT EXPERIENCE

Jackson County Public Schools
Teacher, 21st Century Community Learning Center

Sylva, North Carolina
Oct. 2009—June 2013

- Created and led engaging activities to strengthen students' academic skills
- Filed daily lesson plans in compliance with state curriculum standards
- Facilitated a stable, comfortable learning environment by monitoring behavior and interactions
- Populations: Significant work with both genders & all age groups K-8, class sizes 15 to 30

Western Carolina University
Library Skills Assistant, Hunter Library

Cullowhee, North Carolina
Feb. 2008—Sept. 2008

- Assisted library patrons in utilizing educational materials in the Curriculum Materials Center
- Maintained order, organization and integrity of CMC materials
- Created displays and promotions

Mountain Youth Resources
Youth Care Worker, Hawthorn Heights

Bryson City, North Carolina
Oct. 2006—Feb. 2008

- Prepared documentation for client records, medication administration & incident reporting
- Coordinated individual client cases, working one-on-one to develop clients' behavioral, social and communication skills
- Population: Boys and girls ages 10-17

Meridian Behavioral Health Services
Direct Care Staff, Infinity House

Sylva, North Carolina
June 2004—July 2006

- Guided clients toward improvement in behavioral, social and communication skills
- Oversaw quality control for the facility's Medication Administration Record, ensuring proper adherence to procedures and appropriate documentation
- Prepared service documentation for billing and incident reporting
- Led structured skill-building activities and supervised outings away from the facility
- Population: Boys ages 8 to 17

Western Carolina University Writing Center
Writing Tutor

Cullowhee, North Carolina
Aug. 2002—May 2004

- Facilitated improvement in college students' writing skills through individual tutoring sessions
- Assisted students with development and revision of written assignments for effective style and adherence to various documentation guidelines (Chicago, MLA, APA)
- Helped develop an online tutoring program for distance-learning students