

Heidi Daren

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Objective

To obtain a position utilizing my education and hands on experience in classroom management, curriculum development, IEP development and implementation, and as a behavior specialist.

Education

Teacher Certification, A+ Texas Teachers, 2009

EC-4 Generalist, EC-12 Special Education

Bachelor of General Studies, Indiana University South Bend, May 2008

Minor: Psychology

Coursework: Educational Psychology, Psychology of Children and Adolescents, Advanced Writing, Sociology, and Alternative Healthcare Courses

Academic Achievements: National Honors Society for College Freshmen, Who's Who of American College Students

Associate of General Studies, Indiana University South Bend, 2005

Coursework: Training with basic Microsoft programs and Public speaking

Institute for Humane Studies, Brown University, Providence, Rhode Island, 2004

Globalization Seminar

- Met with IHS staff and Brown Professors to discuss issues on globalization and poverty

Teaching Experience

Houston Heights Charter High School, Houston, Texas, 2010-Present

Special Education Coordinator

- Coordinate Special Education staff, Related Services Staff, oversee implementation of IEP, and design and implement summer school curriculum and programming
- ARD facilitator, responsible for writing and insuring implementation of IEP for every student receiving Special Education services in the school
- Ensure school compliance with state and federal Special Education standards
- Extensive Professional Development on Special Education Law and Student Behavior. Completed Behavior Specialist Series.

George I. Sanchez Charter High School, Houston, Texas, 2009-2010

Special Education Teacher

- Responsible for teaching and maintaining classroom environments in a self contained behavior classroom
- Created and implemented lesson plans
- Teacher of Record for students, responsible for writing and implementing IEP.

South Bend Community School Corporation, South Bend, Indiana, 2008-2009

Special Education Teacher

- Responsible for teaching and maintaining classroom environments in a residential mental health facility
- Created and implemented lesson plans
- Teacher of Record for students, responsible for writing and implementing IEP.

South Bend Community School Corporation, South Bend, Indiana, 2003

Substitute Teacher

- Responsible for teaching and maintaining classroom environments in the absence of teacher
- Maintained positive classroom atmosphere
- Assisted students in completing assignments

Additional Experience

Saint Joseph Regional Medical Center, South Bend, Indiana, October 2002 -2008

Unit Secretary/Nursing Assistant

- Place and process physician orders in computerized database
- Provide excellent customer service to patients
- Assist with tasks as assigned by nursing staff

Camp Millhouse, South Bend, Indiana, 1993 - 1997

Volunteer

- Received Prudential Volunteer of the Year for the State of Indiana Award in 1997
- Assisted campers with daily living activities, including nutrition, hygiene and social activities at the camp

References Available Upon Request