**Elizabeth Van Auken, MA**

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English 4A, 4B, and Dual Credit Teacher , Sam Houston High School MSTC; Adjunct English Professor, Houston Community College, 10/2012- present

* + Developed and utilized the syllabus and scope and sequence for English 4A, 4B and Dual Credit Classes (1301 and 1302).
  + Ordered and utilized materials appropriate for English 4A, 4B and Dual Credit Classes (1301 and 1302).
  + Worked in block scheduled class timeframe as well as 45 minute time periods.
  + Planned scope and sequence that addressed the individual needs, interests, and abilities of the students and met all requirements for a college level course.
  + Planned for instructional activities including, lecture, class discussion, demonstration labs, technology integration, and projects.
  + Created a classroom environment that is appropriate for learning.
  + Prepared lessons that reflected accommodations for individual differences.
  + Followed and implemented the lesson cycle.
  + Utilized technology to teach classes, submit and review student work.
  + Implemented the district’s philosophy for instruction.
  + Used a variety of assessment strategies to assess students, including formative and summative methods.
  + Worked with students and parents to increase student achievement.
  + Improved professional practice.
  + Communicated regularly with parents and administration about concerns.
  + Graded fairly and consistently using rubrics, and online evaluations.
  + TEA certified English 8-12; ESOL English PK-12

Content Specialist, ESOL, Developmental Education, Houston ISD,

5/2008-8/2010

* Texas Certified ESL teacher Pk-12: Instructional specialist for 12 elementary, middle school, and high school campuses within the Westbury feeder pattern to increase student achievement in all grade levels .
  + Implemented ,“ A Balanced Approach to Literacy” with all campuses based on Fountas and Pinnell methodology.
  + Assisted with the selection and implementation of classroom libraries as a part of balanced literacy focused on leveled reading, and ESOL literature.
  + Coordinated with outside specialists to implement professional development in Balanced Literacy, including guided reading and independent reading.
  + Coordinated with Young Audiences to bring supplemental creative art experiences to the classroom to build background knowledge.
  + Worked with teachers and administrators in Small Learning Communities to analyze data using methodology by Margaret Kilgo, “National Center for Educational Achievement”, and Houston ISD’s internal scoring system for teacher practice and student achievement.
  + Created, wrote, and analyzed scores from testing system and adjusted curriculum and instruction for student needs.
  + Implemented writing practices adopted from “Barry Lane” and the “Jane Schaffer Writing Program”.
  + Matched learning materials with student reading levels and created shared reading and writing as well as guided reading and writing.
  + Attended and presented professional development to teachers and students including, “Working with Adult Learners”, “Using Data to Increase Student Achievement”, “Using Library Resources to Individualize Instruction”, “Using Data to Individualize Instruction”, “Using and Implementing the Response to Intervention Model with Elementary and Secondary Children”, “Working with Multilingual and ELL Students to Increase Achievement”, “Margaret Kilgo, Data Driven Decisions”, “SASI”, “After School Programs”, “Using the SMART Board to increase Student Engagement”, “The Effective Lesson Cycle”, “Effective and Meaningful Small Group Activities”, “District Procurement Policies and Procedures”, “Using Rubrics to Increase Student Achievement”
  + Assisted in the planning, evaluation, management, development, and improvement of curriculum and instructional activities with the principal, instructional coordinator, literacy coaches and classroom teachers.
  + Assisted in research studies related to the instructional programs and areas.
  + Assisted in adapting intervention materials to enhance student needs.
  + Compiled intervention data gathered from instructional sessions and provided assessment of student’s growth over established time frames.
  + Prepared lessons that reflected accommodations for individual differences, and was paced and sequenced to maximize learning.
  + Employed a variety of instructional techniques and used technology to support instruction for students and teachers, created Blog to document and share best practices occurring in the Westbury feeder, filmed and edited classroom lessons, and professional development using a Flip Camera, and Microsoft Film Editing software
  + Assisted with classroom behavior systems and behavior intervention for students.
  + Created and implemented pacing charts to ensure instruction maintained appropriate pace, and covered instructional sequencing in the district curriculum.
  + Created and taught professional development determined by teacher and student needs.
  + Used proficient in Microsoft Word, Excel, Internet Explore, Film Editing Programs, PowerPoint, SMART Board, Media Player, Flip Camera, Digital Camera, Picture Editing, Adobe PageMaker, and Online Classroom Instruction, as well as distance learning.

Special Projects Writer, Project Wisdom, 5/2002-5/2008

* + Wrote positive messages using well-known quotes.
  + Developed the online Educational Resource Site.
  + Developed online methods for users to retrieve content.
  + Wrote educational content to be delivered online.
  + Assisted with content independent research to determine project effectiveness.

English as a Second Language Teacher, Sharpstown Middle School, 5/1995-8/2003

* + Voted ESL Teacher of the Year.
  + Wrote and earned over one million dollars in grant funds from private and government sources, including Texas Education Agency, Houston Annenberg, and Chase Bank.
  + Served as the Small Learning Community Lead, Chairperson of the ESL department, Chairperson of English Language Arts; tested and placed students in ESOL English level classes based on results.
  + Developed the district scope and sequence for ESL.
  + Ordered and utilized materials appropriate for ESL instruction.
  + Worked in block scheduled class timeframe as well as 45 minute time periods.
  + Planned scope and sequence that met the individual needs, interests, and abilities of the students.
  + Created a classroom environment that is appropriate for learning.
  + Prepared lessons that reflected accommodations for individual differences.
  + Created system for implementing behavior best practices.
  + Followed and implemented the lesson cycle.
  + Utilized technology to teach classes, as well as a methodology to increase student learning and interaction.
  + Implemented the district’s philosophy for instruction.
  + Used a variety of assessment strategies to assistant students, including formative and summative methods.
  + Worked with students and parents to increase student achievement.
  + Improved professional practice.
  + Communicated with parents and administration about concerns.
  + Developed community relationships through participation in community events, distribution of newsletter materials throughout the neighborhood, and invitations to community events.

Adjunct Professor for Composition and Literature, Houston Community College and Wharton Junior College, 5/1995-5/1998

* + Taught courses in English 1301, 1302, American Literature and World Literature.
  + Planned for instructional activities including, lecture, class discussion, demonstration labs, and projects.
  + Created, distributed and followed course outlines.
  + Organized concepts to be taught in a logical sequence covering all objectives as outlined in the course syllabus.
  + Administered rules and grading consistently and fairly.
  + Returned all homework and tests in a timely manner with constructive and helpful feedback.
  + Provide a classroom environment conducive to learning.
  + Selected and used summative systems to provide feedback.
  + Submitted and maintained accurate records of attendance and grades.