

# HEIDI FLANAGAN

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Dedicated Teacher eager to contribute 10+ years of professional experience in education industries toward maximizing student development in a challenging school district

## PROFILE OF QUALIFICATIONS

- Successful track record in developing proper instructional techniques to aid in the development of students
- Strategically prioritize, coordinate, and manage multiple classroom activities to maximize daily workflow and achieve critical student performance goals
- Dynamic communication and interpersonal relation skills with a continual commitment in cultivating a positive classroom environment conducive to student learning
- Strong ability to motivate and lead large groups of students to achieve academic objectives
- Highly adaptable individual with experience teaching students with diverse needs at a variety of ages

## EDUCATION

**Master's in Education dual certification (Birth to 2<sup>nd</sup> Grade);** Pace University 2021 Summa Cum Laude

**Bachelor of Arts in Psychology,** Magna Cum Laude LIU Brooklyn; 2019

**Associate's Degree in Dance Education (K-12),** Merit Scholarship Recipient, University of the Arts

**Fingerprinted with Department of Education NYC & DOI Registered**

**CPR Certified – COVID immunizations**

**NYS Certified Teacher – Early Childhood B-2**

**NYS Special Education Certified**

## KEY AREAS OF EXPERTISE

- Lesson Plan Dev.
- Safety Compliance
- G Suite/QuickBooks
- Performance Evaluations
- Parent Correspondence
- Student Development

## CAREER TRACK

### SEIT – OCSERVICES

2022-2026

- **WORKING ONE TO ONE WITH CHILDREN IN 3K AND PREK**
- **CREATING DIFFERENTIATED LEARNING STRATEGIES FOR CHILDREN WHO HAVE IEPs**
- **COORDINATING AND MONITORING A BEHAVIORAL MANAGEMENT PLAN FOR EACH STUDENT**
- **CONSULTING WITH TEACHERS AND DIRECTORS TO ADJUST THE LEARNING ENVIRONMENT**

### LEAD TEACHER, 3K BROOKLYN TREEHOUSE

2019-2022

- Provided clear and effective classroom / student management and instruction
- Established district learning goals and objectives using relevant statewide curriculums and models
- Cultivated a positive classroom environment that balances high expectations with support and nurturing

### SUBSTITUTE TEACHER, BRIGHT HORIZONS

2014 – 2019

- Provided clear and effective classroom / student management and instruction
- Established district learning goals and objectives using relevant statewide curriculums and models
- Cultivated a positive classroom environment that balances high expectations with support and nurturing

### HEAD TEACHER, 3K AND PRE K BROOKLYN KIDS

2010 – 2014

- Skillfully developed and implemented engaging lesson plans to facilitate the development of student reading, writing, math, science, cooking, dance, theater, and art skills within the 3's and 4's program
- Maintained in constant communication with parents, specialist, and administration to discuss student progress, performance, or behavioral concerns
- Consistently ensured students complied with safety protocols conducive to the social and emotional growth of children within the classroom
- Upheld a clean and sanitary environment to promote student learning and safety
- Generated in-depth progress reports that evaluated student behavior, development, and health
- Analyzed the diverse and cultural needs of each student within the classroom; made adjustments to lesson plans or classroom materials when necessary

### AFTER SCHOOL DANCE TEACHER, PS 10: TRINITY SCHOOL NYC, MS 51, BALLET FOR ALL,

2009 – 2018

CLASSES: BALLET, JAZZ, TAP, CREATIVE MOVEMENT, LYRICAL, THEATER DANCE

CREATING DANCE PROGRAMING FOR SPECIAL NEEDS STUDENTS

**OWNER / TEACHER, BROOKLYNCENTERSTAGE DANCE STUDIO**

2016-2024

ADMINISTRATION DUTIES INCLUDE SOCIAL MEDIA, DANCE STUDIO PRO SOFTWARE, MANAGING AND HIRING TEACHERS, CREATING SCHEDULE, QUICK BOOKS, GSUITE APPLICATIONS

TEACHING DUTIES: **BALLET, TAP, JAZZ, CREATIVE MOVEMENT, LYRICAL, THEATER DANCE.** SUBBING FOR ALL CLASSES WHEN TEACHERS ARE OUT, TEACHING CLASSROOM MANAGEMENT SKILLS TO NEW TEACHERS.

### **COMMUNITY SERVICE**

**Classroom & Library Aide Volunteer, K280**

Camp Friendship Community Food Pantry Brooklyn, NY

Ballet For All –Dance for Special Need children- teacher and one to one student aid