

Compassionate and effective academic management and **principal position**, comfortable with conducting inspirational information-based programs focused on each at-risk age committee involvement ... a very personable woman with presence on and off school grounds. Career focus on health including the promotion of literacy, continuous child nutritional, emotional, and social growth. Implement new and revised and dynamics to resolve multiple obstacles and challenges.

Classroom Management ▪ Educational Project Coaching ▪ Customer Relations ▪ Personal Financial Management ▪ Program Creator ▪ Curriculum Planning ▪ Academic Adviser Course Design ▪ Educational Administration ▪

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Rachele Rhinehart, Skilled Resume Writer, Credentialed CPRW in 2006, Writing Resumes since 2005; currently pursuing Master Resume Writer (MRW) Credential through the Resume Writers' Academy

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Professional Experience

Director/Principal ▪ *Stone Brook Center for Advanced Learning, Englewood, OH* ▪ 2001 – present

- Examine and provide on-going reviews/appraisals for various internal training programs. Offer detailed feedback to staff while ensuring overall internal successes and cohesiveness across all programs.
- Head a monthly service-learning cafe for staff members to teach job skills while enhancing applied learning. Spark student-teaching participation and encourage students to plan and develop curriculum and teach peers.
- Perform quarterly home visits, as part of the high-risk/outreach program, and participate in conferences with teachers, parents, and students. Discuss the student's academic progress and answer questions posed by parents.
- Analyze academic and grade information, monitor academic/industry trends, and adjust student development plans as needed to achieve top learning results for the students, as well as, to enhance communal value for the institution.
- Head the Impact program for at-risk students: teen pregnancy, potential drop outs, and those with behavioral issues. Students have continuously improved grade level passing rates (average of 12.8% per year) for the last 7 years.
- Maintain superior satisfaction levels amongst teachers, parents, and students, and ensure all members involved in the day-to-day teaching forum unit to secure high student performance. Track overall study body academic reports.

Lead Teacher ▪ *St. Mary's Academy, Dayton, OH* ▪ 1997 – 2001

- Authored and implemented audio, visual, and tactical curricula to provide a comfortable and engaging learning environment that helped foster a foundation for life-long learning.
- Taught infants, toddlers, and beginners (students aged 3 to 8) using manipulative and cognitive development techniques; students vary in academic, socioeconomic, cultural, and ...

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