

JANE CORSAIR

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EDUCATION

Associate of Arts, General Science

To Be Conferred June 2022

Certificate of Achievement, Early Childhood Studies

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Santa Monica College, Santa Monica, California

Relevant Courses: Chemistry, Calculus, Fundamentals of Biology, Child Development

SKILLS

Software – Proficient: Microsoft Office Suite, Google Workspace, Zoom

Teaching – Classroom Management, Tutoring, Lesson Planning, Notetaking

Languages – Spanish (Conversational)

CERTIFICATIONS

Infant and Child First Aid, AED, and CPR Certified

RELATED EXPERIENCE

Student Worker

September 2020 – Present

Santa Monica College, Santa Monica, California

- Respond to phone calls and in-person inquiries about career related resources
- Schedule and follow up with student appointments
- Adhere to FERPA confidentiality regulations and campus policies

Math and Science Tutor

August 2020 – Present

Mar Vista Family Center, Los Angeles, California

- Conduct 1 hour individual and group math and science tutoring sessions to underrepresented students attending the local elementary schools
- Design tutoring lesson plans to include quizzes and interactive games to ensure academic growth and comprehension
- Teach students about proper study habits

Arts and Craft Instructor

June 2020 – August 2020

Los Angeles Day Camp, Los Angeles, California

- Conducted hands-on projects for 100 campers per week, divided into groups of 20 campers ages 5 to 11 years
- Collaborated with 5 other camp counselors and 1 camp director to provide enriching activities related to each weekly theme
- Designed and implemented weekly schedule, activities, and programming for campers
- Ensured that camp policies were enforced, and campers were safe