

Jane E. Doe

[Street Address]

[City], [State] [ZIP]

[Phone Number]

[E-mail Address]

EDUCATIONAL BACKGROUND

Washington State Initial Principal's Certificate P-12: July 2003

Educational Leadership Program: May 2003
Washington State University, Vancouver

Master's of Education: 1999
Washington State University, Vancouver

Washington State Continuing Teaching Certificate
4-12 Mathematics Endorsement
4-12 History Endorsement

Bachelor of Science in Mathematics Ed: 1995
Boston University, Boston, MA

EMPLOYMENT HISTORY

Associate Principal, 2006 – 2007
[Name] High School, [City], [State]

- Special Ed Lead
- Activities Coordinator
- Testing Coordinator
- Staff Development Teacher
- Certificated and classified employee evaluation & supervision

Associate Principal, 2003 – 2006
[Name] Middle School, [City], [State]

- Athletic & Activities Director
- Safety and facility management
- Math Cadre Representative
- Certificated and classified employee evaluation & supervision
- Math Helping Corps Building Coordinator

High School Teacher 1996 – 2003
[Name] High School, [City], [State]

- Mathematics Teacher
- School Improvement Plan Coordinator
- Professional Development Portfolio Coordinator
- Athletic Coach – Girls' Basketball, Baseball

INSTRUCTIONAL LEADERSHIP SKILLS AND RECOGNITION

- BERC Powerful Teaching and Learning Protocol
- NCLB and Adequate Yearly Progress
- Understanding and Supporting Students and Families of Poverty
- English Language Learner Instructional Strategies
- Bilingual Education Support Training Project (BEST) Facilitator, Washington State University, Vancouver
- Staff Development Instructor, [Name] School District
- Mathematics Curriculum Alignment Facilitator, [Name] School District
- [Name] Region Distinguished Principal Award, Association of Washington Middle Level Principals

REFERENCES

[Name], [Position]
[School/Institution Name]
[Phone Number]

[Name], [Position]
[School/Institution Name]
[Phone Number]

[Name], [Position]
[School/Institution Name]
[Phone Number]

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[School/Institution Name]
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