

CHRISTINA WHITTAKER, E.D.D.

(347) 696-1109
francesca@bostonresumewriter.com

5564 Brownstone Way
Worcester, MA 88452

EDUCATIONAL PROFESSIONAL

Trainer & Education Specialist

Initiative, Dedicated, and Punctual **Educational Professional** with 26+ years of extensive experience in developing, and directing educational operations that enhance learners' experience; actively seeking a challenging role as a Professional Development Trainer, ideally with a progressive company. Distinguished top performer has proven expertise developing, and executing highly successful initiatives, training methods and development programs that maximize learners' academic and personal skills.

Unappalled Ability to Develop and Implement Unique and Valuable Learning Experience

Candidate maintains a positive and enthusiastic approach whilst striving to deliver educational targets and goals. Establish rapport and confidence while building strong and long lasting relationships with a diverse group of individuals. Possess exceptional planning, prioritizing and collaborative skills to achieve optimal outcome to create, implement and document efficient methods of operations.

- ✦ Strategic Planning & Program Development
- ✦ Adept in Organization & Planning
- ✦ Strong Interpersonal & Communication Skills
- ✦ General Management & Budgeting
- ✦ Learning & Evaluation Principles
- ✦ Training & Development

CAREER HISTORY

Charter Schools, MA Building Level Administrator <i>Boston, MA</i>	2015 - 2016
White Ridge Elementary School Building Level Administrator <i>Reynoldsburg, OH</i>	2013 - 2015
Paul Juva's Indianapolis Public Schools Elementary School Assistant Principal <i>Indianapolis, IN</i>	2010 - 2013
Indianapolis Public Schools Elementary School Principal <i>Indianapolis, IN</i>	2008 - 2010
Norristown Elementary School Elementary School Principal <i>Nashville, TN</i>	2002 - 2008

- ✦ **Continuously strived to strengthen and advance students' knowledge;** devised and instituted numerous strategies that contributed to outstandingly enhanced student's academic abilities.
- ✦ Exhibited willingness to embrace new teaching methods; introduced the utilization of technology advancements; developed and incorporated programs and undertook various initiatives that **improved learners' experience;** held meetings, to discuss and brainstorm on creative ideas that provided an individualized and effective teaching method.
- ✦ **Handled all planning activities** necessary for streamlined and effective implementation of initiatives that maximized students' knowledge; exhibited focus on the needs of the learners and a concern for high standards in training delivery.
- ✦ **Trained and professionally developed** kindergarten through 6th grade teachers and administrators over the course of three years to encourage personal investment of strategy and program utilization.
- ✦ **Maintained close collaboration and positive working relationships** with teachers, parents, and community members in order to achieve set educational goals and objectives.

- ✦ Worked in conjunction with teachers; **coached, nurtured, motivated and guided teachers** to ensure maximum efforts are applied towards increasing and improving of student achievement.
- ✦ Revised the curriculum at each grade level and held discussion meetings to **ensure compliance** of all activities and teaching methods with applicable standards and regulations.
- ✦ **Orchestrated Steering and Strategy Teams** during the establishment of Community Council Team that would develop, observe, and reflect School Improvement Plan through InSAI process.
- ✦ Incorporated numerous activities to promote literacy within school and at home; acquired new computers, printers, software, various instructional aides and hired additional teachers.
- ✦ **Designed and delivered specific programs**, and methods that developed and expanded learners academic, critical thinking, personal and social skills.

EDUCATION & TECHNICAL SKILLS

Indiana University, Bloomington, Doctor of Education in Educational Leadership, 2008
Master of Science in Educational Leadership, 1997

Western New Mexico University, Silver City, 1992, Master of Science in Special Education
SUNY Buffalo State College, NY, 1984, Bachelor of Science in Special Education and Elementary Education

Word ✦ PowerPoint ✦ Excel

LICENSES

Indiana Professional Elementary Administrative and Supervision License: Indiana DOE Number 970793
Florida Professional Certificate Educational Leadership: Florida DOE Number 879324

SPEAKING ENGAGEMENTS

Volunteerism in Schools, Indiana University, Purdue University Indianapolis, *Indianapolis, IN, winter 2013*
Parent Involvement in Schools, Indiana University, Purdue University Indianapolis, *Indianapolis, IN, fall 2012*
K-12 Differentiated Instruction with Sanity and Success, Indiana Principal Leadership Academy Conference
Indianapolis, IN, winter 2007

NOTABLE HIGHLIGHTS

Founded Maria Montessori School Study Group;
Accomplished Highest ISTEP+ Scores in State of Indiana;
Boosted Scholastic Reading Inventory Scores by 35% School-wide;
Transformed Sullivan Elementary School from Isolated Special Education School to a
More Inclusive School with Differentiation of Instruction;
Achieved Academic Growth at a Rate of 80-93% in English/Language Arts, 90-100% in Math and 75% in
Reading, Sullivan Elementary School
Increased Students' ISTEP+ scores from 2 points to 150 Points

PROFESSIONAL AFFILIATIONS

ASCD
American Montessori Society
Association of Elementary School Administrators