

# Joanna Oakley

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## QUALIFICATIONS

Applicable courses taken: General Chemistry I and II, Introduction to Earth Science, Finite Mathematics, College Writing, Exposition and Analysis, American History, Drawing I, Introduction to Psychology, Probability and Statistics, Introduction to Political Science, Exceptional Populations, Child Development, French II, Choir, Funk Fusion, Literacy in Education I and II, Educational Psychology, Introduction to Biology, French Lab, Introduction to Ethics, Elementary Education Practicum I, Afro-Cuban Ensemble, Water Resources, Math Methods, Science Methods, Energy and Mineral Resources, Introduction to Environmental Topics, Global Environmental Topics, Current Environmental Topics Seminar.

Software Proficiencies: Microsoft Excel, Word, PowerPoint, FrontPage.  
Blood Pathogens Training Received 8/2006.

## EDUCATION

Senior majoring in Elementary Education and Natural Resources/ Environmental Science, Johnson State College, Johnson, VT. GPA 3.7

June 2005 Graduate of Merrimack Valley High School, Penacook, NH. GPA 3.9

## EXPERIENCE

### **Resident Assistant** Johnson State College, Johnson, Vermont

August 2006 to Present

- Position requires leadership skills, strength of character, creative planning, and time management.
- Responsible for about 30 young women and their guests on a daily basis.
- Required weekly night shifts to ensure the safety and well-being of residents in the building.

**Substitute Teacher**, Johnson Elementary School, Johnson, Vermont; Milton Elementary School, Milton, Vermont; Boscawen Elementary School, Boscawen, New Hampshire; Merrimack Valley School District, Penacook, New Hampshire.

October 2006 to Present

- Responsible for students in different classroom settings grades pre-school through high school.
- Work with both teacher-provided arranged lesson plans and incorporate self-provided games and learning techniques.
- Behaves as an appropriate disciplinary figure in the classroom.

**Audubon Society Assistant Bird Surveyor**, Audubon Society, Concord New Hampshire

June 2007 to August 2007

## **EXPERIENCE** continued

- Worked as an assistant to an Audubon society employee who was a bird surveyor. The project was a study on the Bicknell Mountain Thrush habitat in the northern White Mountains.
- Punctual in the early mornings and unfazed by rigorous hiking and terrible weather.
- Assessed possible habitat sites, used a Trimble GPS system, and became familiar with several bird calls.

### **Business Office Assistant**, Johnson State College Business Office, Johnson, Vermont

September 2005 to May 2006

- Learned the College's financial computer program, Datatel, a database program that accesses hundreds of student's financial records.
- Responsible for assisting management in filing and miscellaneous paperwork.
- Provided experience with managing files and customer service.

### **Ice Cream Server**, Daily Scoop, Boscawen, New Hampshire

May 2005 to August 2005

- Learned all work material in a fast-paced environment.
- Proficient at a cash register.
- Demonstrated trust with a private business' finances.

### **Sunday School Educator**, Boscawen Congregational Church, Boscawen, New Hampshire

September 2004 to June 2005

- Valued for mature opinions in choosing new curriculum and participating in meetings about the safety and efficiency of the child care programs offered by the church.
- Responsible for providing interesting lesson plans to young children and for assisting child understanding of difficult concepts.
- Volunteer position

### **Nature Instructor**, Camp Carpenter Cub World, Manchester, New Hampshire

June 2003 to August 2003 and June 2004 to August 2004

- Responsible for providing appropriate lessons about the environment to young children with regard to both their interest and safety.
- Provided experience as an educator.
- Sharpened personal interest in environmental concerns.

## **ACTIVITIES and AWARDS**

I am an Americorps member and play trombone with the Afro-Cuban Ensemble through JSC.

I enjoy hiking, skiing, tutoring my peers, reading children's novels, and practicing French.

I graduated high school a National Honor Society member. At Johnson State College, I am a member of the Chesamore Honor Society and consistently appear on the Dean's List.