

IRMA ROMERO

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Maspeth, NY 11378
Cell (718) 200-7115

Career Objective:

To utilize my native Spanish language skills and my teaching experience, for the achievement of the education goals of the school.

Skills:

Successful teaching experience in Spanish
Excellent communication skills, both oral and written
Ability to prepare lesson plans and study material for students in Spanish and English
Ability to maintain records and evaluation of the student's performance
Ability and patience to teach and train students to teach, speak, and write in Spanish
Ability to motivate the students to learn Spanish language easily

Computer skills: Microsoft Word, Excel, PowerPoint, and Internet.

Education:

Certificate of Eligibility with Advanced Standing. Teacher of Spanish	July 2009
Training in identification and reporting of child abuse and maltreatment	September 2008
Training in school violence prevention and intervention	September 2008
Certificate of Eligibility with Advanced Standing. Teacher of Preschool through Grade 3	July 2008
SAINT JOHNS UNIVERSITY, Queens, NY MS Liberal Arts and Science (Spanish)	September 2007
ACTFL Language proficiency certificate	October 2007
GRAL JUAN CRISOSTOMO BONILLA, Puebla, México Bachelor's Degree in Preschool Education	September 1993

Employment:

SAINT JOHNS UNIVERSITY, Queens, NY <i>Adjunct Assistant Professor</i> <ul style="list-style-type: none">• Wrote and facilitated course syllabus.• Initiated challenging discussions with students.• Administered exams, course assignments, and grades.• Led daily Spanish vocabulary practices through conversation and music.• Planned non-classroom cultural activities such as theater, museum, and restaurant visits.	September 2007- Present
BOROUGH OF MANHATTAN COMMUNITY COLLEGE, New York, NY <i>Adjunct Spanish Professor</i> <ul style="list-style-type: none">• Composed the course syllabus that met course descriptions and requirements.• Initiated thoughtful discussions with students to meet the course requirements.• Administered exams, course assignments and grades.	September 2008- December 2008

- Conducted weekly office hours to focus on student language development.

NEW YORK LOW SCHOOL. New York

May1- May 25 2010

Proctor

- Read all instructions to students about the exam.
- Distribute exams to students
- Supervise students during their examination.
- Gather all exams and return to the main office

ABC KIDDIELAND DAY CARE CENTER, Queens, NY

Jun 3 – Jun 25 2010

Practicing

- Nature and attend children
- Give help and support
- Have educational activities and games

JOHN JAY CRIMINAL JUSTICE COLLEGE New York NY

Sep 2011- Present

Adjunct Spanish Professor

- Composed the course syllabus that met course descriptions and requirements.
- Initiated thoughtful discussions with students to meet the course requirements.
- Administered exams, course assignments and grades.
- Conducted weekly office hours to focus on student language development.

Member ship:

- Kappa Delta PI Honor Society

September 2005 – Present

Publication:

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| • Gazarian, Marie-Lise; <i>Entre Rascacielos</i> ; Mi Tierra Azteca | April 2005 |
| • Gazarian, Marie-Lise; <i>Entre Rascacielos</i> ; A mis hermanos Latinoamericanos | September 2005 |
| • Gazarian, Marie-Lise; <i>Entre Rascacielos</i> ; No me bastaría la vida | April 2006 |
| • Gazarian, Marie-Lise; <i>Entre Rascacielos</i> ; Divina Ilusión | September 2006 |
| • Gazarian, Marie-Lise; <i>Entre Rascacielos</i> ; Mi cuento | May 2011 |

Award: Adjunct of the year at John Jay College

May 2014