Tamika Jefferson

TITLE I TUTOR

Memphis, TN (901) 555-0191 tamika.jefferson@email.com linkedin.com/in/tamikajefferson

SUMMARY

Title I tutor with 6 years of reading intervention and math intervention in Title I elementary schools, teaching groups of 4-6 students pulled from K-5 classrooms. Plans small-group instruction from i-Ready diagnostics, keeps order with clear classroom management routines and handles student records with confidentiality. Uses interpersonal communication daily with teachers and parents.

SKILLS

Reading Intervention • Math Intervention • Small-Group Instruction • i-Ready Diagnostics • Classroom Management
Progress Monitoring • Data Entry • Office Equipment • Confidentiality • Interpersonal Communication

EXPERIENCE

Title I Tutor 08/2022 - Present
Southbrook Elementary School Memphis, TN
Title I public elementary school with 640 students, 92% economically disadvantaged.

- Teach **36** K-5 students a day in 30-minute reading intervention and math intervention groups.
- Plan lessons from i-Ready diagnostics and teacher input, then regroup students after each of 3 yearly tests.
- Set classroom management routines and a point chart that cut behavior referrals from tutoring groups by 50%.
- Document weekly progress monitoring scores for every student in the district system before each Friday team check-in.

Instructional Assistant 08/2020 - 07/2022
Cypress Park Elementary School Memphis, TN
Title I elementary school; classroom aide in grades 1 and 2.

- Supported a 24-student first-grade classroom with small-group instruction in reading and daily behavior charts.
- Motivated 8 reluctant readers with a reading log and goals; all 8 doubled their weekly reading minutes.
- Operated office equipment, including the copier, laminator and scanner, to prepare 400+ center copies a week for 6 teachers.
- Completed data entry of attendance and reading levels for 48 students, filed with full confidentiality.

Summer Learning Tutor 06/2019 - 07/2019
Bluff City Summer Learning Program Memphis, TN
Six-week summer program for rising second and third graders.

- Taught daily math facts and reading fluency lessons to a group of 10 rising third graders.
- Administered pre- and post-tests to all 10 students; 8 improved their reading fluency by at least 15 words a minute.
- Prepared center materials and take-home packets for 4 classrooms each Friday.

EDUCATION

Associate of Arts 05/2020
Southwest Tennessee Community College Memphis, TN
Teaching

CERTIFICATES

ParaPro Assessment 06/2020
Educational Testing Service (ETS)