

TRISTA ALTSTADT

* OBJECTIVE

To obtain a Middle School or High School English teaching position using skills gained from tutoring and community service coupled with my passion for teaching and for helping others develop a love of learning.

* EDUCATION

THE COLLEGE OF NEW JERSEY (formerly Trenton State College), Ewing, NJ-September 2004—May 2008

- Bachelor of Arts for English/Secondary Education with a concentration in Classical and Early Modern European Literary Studies and a Minor in Women and Gender Studies
- Study Abroad: July-Aug. 2006: England and Scotland
 - Summer Course entitled *Mists and Mysteries in Literature*
 - Texts studied: *Mists of Avalon*, *Wuthering Heights*, *Dracula*, and *Year of Wonders*
- GPA: 3.834/4.0

* CERTIFICATIONS

English Secondary Education Certification Pending
(To Be Completed) English Content Knowledge Praxis Exam
Substitute Teacher, TOMS RIVER SCHOOL DISTRICT, NJ, May 2007-Present

* TEACHING EXPERIENCE

- Fall 2007 **Senior Field Experience (SFE)**
--Burlington Junior School, Burlington City, NJ
--Co-operating teacher: Mrs. Olivia Baxter
--Provide instruction to three Seventh Grade classes in Literature and Language Arts
--Design units concerning short stories, writing effective paragraphs, writing open-ended questions, writing effective five paragraph essays, and grammar
--Align lesson plans to New Jersey Core Curriculum Content Standards
--Actively participate in parent-teacher conferences, In-Service Days, departmental and faculty meetings, and orientations
--Differentiate instruction to meet varied student abilities in an inclusion classroom
- Fall 2006 **Junior Field Experience (JFE)**
--Lawrence High School, Lawrenceville, NJ
--Co-operating teacher: Mrs. Camille Mallon
--Grade taught: 10th Grade
--Designed and taught a poetry unit

* PROFESSIONAL EXPERIENCE

- 2005-Current Tutor in the Tutoring Center at The College of New Jersey
--Tutor writing and a variety of English content courses.
--Obtained Tutor Certification in Spring 2006 and Master Tutor Certification in Spring 2007.
- Sum. 2006 Lawn Doctor Incorporated, Holmdel, New Jersey
--Tasks included office and organizational work, mailings, and courtesy calls.

* LEADERSHIP EXPERIENCE

- Fall 2008 **Bella Abzug “Freedom on Our Terms” Leadership Conference** at Hunter College, New York City
--Facilitated and recorded the “Education Issues Caucus” where attendees proposed a plan of action focusing on current dilemmas in education and possible solutions to such issues.
- 2006-Current **SWAT (Students Writing and Thinking *in classrooms*) Team Coordinator** for Sigma Tau Delta (English Honor Society) and the TCNJ Freshman Writing Program
--SWAT teams involve groups of two or three STD members visiting freshmen writing classes to help them prepare for their first semester of writing college papers.
--As coordinator, I worked with writing professors and STD members to schedule SWAT sessions and participated in SWAT sessions myself.

* COMMUNITY SERVICE

- Spr. 2007 **Women’s History Month Panel** at Rancocas Valley High School
--Served on a panel for a student group at Rancocas Valley High School.
- Spr. 2007 **Girl Scout Convention: Find the Leader Inside You!**
--Gave a peer to peer resolution workshop for the Girl Scout attendees and their parents.
- Spr. 2006 **“Woman is the Word”**
--Acted as a typist for an autobiography writing class at Edna Mahan Correctional Facility for Women.
- Fall 2005 **Writing Workshop and Online Writing Lab**
--Partnered with Mrs. Diane Wilfred at Lawrence High School in Lawrence, NJ to facilitate a workshop on effective peer editing with her students.
--Provided feedback on personal statement essays for college applications posted by Mrs. Wilfred’s students on the Online Writing Lab for the TCNJ Tutoring Center.
- 2004-Current **Women in Learning and Leadership**
--Activities include food drives, Locks of Love Donation Drive, hosting a Senior Citizen Prom at a retirement home, Relay for Life, and participation in various awareness projects concerning domestic violence and sexual assault.
- Fall 2004 **Young Scholars’ Institute**
--Tutored Elementary School Students in reading and writing.

* PROFESSIONAL DEVELOPMENT

- Fall 2007 Attended a CHAMPS training session on Middle School classroom management techniques
- Spr. 2007: Attended Student Leadership Conference at Rutgers University-New Brunswick
Fall 2006-Spr. 2007: Completed “How to Teach” Workshops (Workshops subjects vary, but all concern English Education), and completed a Public Speaking Workshop
- Sum. 2006 Completed Conflict Resolution Workshop
- Spr. 2006 Completed Workshop “Techniques for Tutoring Writing”
- Fall 2005 Completed Three-leveled Public Speaking Workshop
- Spr. 2005 Completed Conflict Resolution Workshop

* SKILLS

Computer Proficiency: Microsoft Word, PowerPoint, Excel, Publisher, Microsoft Web Expressions
Languages: Five and a half years scholastic experience in Spanish
Three semesters scholastic experience in college Latin

References Available upon Request