#### ANDREA **METTLER**

## **Elementary Education · Special Education**

All learners are unique and should be provided an interactive environment in which they are given opportunities to grow physically, mentally, emotionally, and socially. As an educator, my goal is to provide students with a safe environment where diverse learning styles are encouraged, students are advocates for each other and they maintain a growth mindset both in the classroom and in life.

## **EXPERIENCE**

#### **SEPTEMBER 2019 – NOVEMBER 2021**

## **DIRECT SUPPORT PROVIDER, POPPY'S PROMISE**

- Interact one-on-one with clients with special needs
- Implement therapies and strategies to help clients reach their personal goal
- Integrate outdoor activity into work sessions to give clients a more holistic and enjoyable experience
- Collaborate with management and think creatively to overcome various obstacles so clients are able to expand their level of interaction within the Bismarck-Mandan community.

# SEPTEMBER 2018 – DECEMBER 2019

# CNA, MISSOURI SLOPES CARE CENTER

- Administered services in the memory care unit
- Implemented therapies and activities to improve quality of life

#### NOVEMBER 2015 - AUGUST 2017

# CHIROPRACTIC ASSISTANT, METTLER FAMILY CHIROPRACTIC

- Managed all operations of chiropractic office, including answering multiline phones, sending faxes, scheduling appointments, registering new patients, checking patients in and out, processing payments, prepping patients to see the doctor, and maintaining office cleanliness
- Maintained and operated electronic office software systems including Microsoft Office Suite and Chiro Touch
- Performed patient therapies such as ultrasound, roller table, and Electrical Stimulation Therapy.

## **EDUCATION**

**MAY 2022** 

# B. A. IN ELEMENTARY EDUCATION, UNIVERSITY OF MARY

Spring 2022 Student Teaching: 2<sup>nd</sup> Grade | Liberty Elementary | Mrs. Susan Mock | In Progress

- 8-week placement
- Gradually adopted the role of professional teacher leading up to a two-week full teaching experience under the guidance of the Cooperating Teacher (CT) and the supervisor.
- Created student driven lesson plans to provide age and level appropriate learning goals with align with the 2<sup>nd</sup> grade standards and "I can" statements
- Guided students throughout the course of an inquiry-based Science unit
- Created CFA and district summative assessment to inform instruction.
- Assessed individual and group learning with various assessments, journals, discussion, models, and tests.

## Fall 2021 Practicum Placement: 5th Grade | Grimsrud Elementary | Mrs. Sara Bramblett

- Assist learners from linguistically diverse background to acclimate to a new environment
- Observe and participate in parent/teacher conferences
- Design and teach eight lessons in the following subject areas: Math, ELA, Science, Social Studies
- Design and teach various art lessons throughout the semester, with a focus on creating connections between art and culture and reinforcing a positive growth mindset.

# Spring 2021 Practicum Placement: 3rd Grade | Centennial Elementary | Mrs. Amy Gludt

- 120 hours
- Designed and taught 6 English Language Arts lessons focusing on reading, spelling, and phonics
- Led Socratic Seminar, focusing on student engagement and application of accountable talk
- Assisted students with one-on-one learning, distance learning, small group instruction, and large group settings
- Collaborated with Practicum Teacher and other members of PLT on various classroom experiences and data interpretation.

#### **MAY 2022**

# B.A. IN SPECIAL EDUCATION, UNIVERSITY OF MARY

# Practicum Placement: 9th-12th Special Ed | Legacy High School | Mrs. Andrea Frantz

- 90 hours
- Initiated the creation of a resource folder to provide examples of modified assignments for general education teachers and incoming special education faculty.
- Guided students with a range of diverse needs through their various assignments
- Observed IEP meeting for a student transitioning into continuing education
- Observed and guided student activity in PAES lab

# **SKILLS**

- Passionate about providing students with the best possible learning environment in order to create opportunities for growth, both in academics and as an individual
- Strong ability to think innovatively and collaborate with my peers using interpersonal skills
- Critical Thinking
- Leadership and Teamwork
- Verbal and Written Communication
- Powerful advocate for the students
- Strong crisis management skills and a high intensity focus for imminent needs

# **ACTIVITIES | CERTIFICATIONS**

- Emerging Leaders Academy
  - o Healthy Family Fun Night
- University of Mary Day of Service
- Substitute Teaching License
- First Aid Certificate
- Mandated Reporters Training