

## Susan M. Allen

622 N. 13th Street  
Milwaukee, WI 53233

e-mail: susan.allen@mu.edu  
(414) 288-5576

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### PROFILE

**Seeking a position as a high school English and/or Spanish teacher.**

- **Certification: 9-12 English (#435), 9-12 Spanish (#243)**
- Spanish fluency, study in Spain; travel to England's Shakespeare country
- Interest in yearbook and newspaper; editor of newspaper during high school
- Dedicated educator; mature, sense of humor
- Believe strongly in assessing students needs, using a variety of teaching methods and accurately assessing learning
- Passion for motivating and inspiring students and helping them develop into all that they can be

### EDUCATION

MARQUETTE UNIVERSITY, Milwaukee, WI  
**Bachelor of Arts Degree in English**, May 20xx  
Minor: **Spanish**  
GPA 3.2/4.0; GPA in Major 3.5/4.0

### PROFESSIONAL EXPERIENCE

Fall 20xx

MILWAUKEE PUBLIC SCHOOLS, Milwaukee, WI

#### **Student Teacher**

- Organized and presented unit plans in English classes independently on a regular basis
- Coordinated and lead all classroom activities for two weeks
- Team taught for one poetry unit
- Tutored high-risk students after school
- Participated in committee for adoption of new language textbook

Summers

WOODS GIRL SCOUT CAMP, Woods, WI

'xx-'xx

#### **Counselor**

- Served as advisor to ten girls and helped coordinate camp activities
- Directed volleyball and tennis program

### VOLUNTEER EXPERIENCE

Spring, 20xx

HISPANIC OUTREACH PROGRAM, Milwaukee, WI

**Interpreter**, 10 hours/week

09/xx – 06/xx

REPAIRERS OF THE BREACH, Milwaukee, WI

**Literacy Tutor**, 3 hours/week

### AWARDS/ACTIVITIES

- Honors Program, Dean's List, three semesters
- MU Student Education Association, President
- Intramural Volleyball

### REFERENCES AVAILABLE UPON REQUEST