

Randi-Marie Gonsalves

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EDUCATION

University of North Carolina at Greensboro, Greensboro, NC

Master of Library and Information Studies, expected May 2018

Dowling College, Oakdale, NY

Bachelor of Arts Social Sciences & Education, May 1993

LIBRARY EXPERIENCE

Village Christian Academy, Fayetteville, NC

Practicum Student, spring semester 2018 (for course credit)

- Assisted patrons in locating and using library materials.
- Assisted in selecting books and other materials for the library's collection to complement teachers units
- Assisted Media Coordinator with class activities.
- Tutored struggling kindergarten readers
- Provided circulation assistance and friendly, accurate customer service to faculty and a diverse student body.
- Processed overdue and billing letters, including troubleshooting and also pricing lost materials.
- Assisted students and faculty in searching and locating desired material.
- Collaborated with teachers about library involvement in classroom activities as extension of learning

Howard Hall Elementary School, Fayetteville, NC

Associate Media Coordinator, 2015-2016 school year

- Inventoried library collection.
- Processed library materials for prompt distribution to students and faculty.
- Provided circulation assistance and friendly, accurate customer service to faculty and a diverse student body.
- Processed overdue and billing letters, including troubleshooting and also pricing lost materials.
- Assisted students and faculty in searching and locating desired material.
- Planned lessons for K-5 to include story time, using the Dewey Decimal System, incorporating regional events such as NC Children's Book Awards, Caldecott and Theodor Geisel awards.

Howard Hall Elementary School, Fayetteville, NC

Library Clerk, 2012-2015

- Assembled and created library bulletin boards and displays.
- Assisted patrons in locating and using library materials.
- Assisted in selecting books and other materials for the library's collection.
- Assisted Media Coordinator with class activities.

OTHER EXPERIENCE

Village Christian Academy, Fayetteville, NC

Kindergarten Teacher, 2017-2018 school year

- plan a program that helps each student achieve learning objectives and curriculum goals
- prepare lesson materials and resources
- select and use instructional methods and materials appropriate to the students and learning activities
- adapt standard teaching methods to meet different student needs and interests
- create a positive and appropriate classroom environment that is conducive to learning
- develop and implement a suitable classroom management system.
- observe, evaluate and record children's social and academic progress
- provide constructive feedback to parents, guardians and administration
- prepare and distribute written reports
- collaborate with other staff members to promote the general health of the school

Howard Hall Elementary School, Fayetteville, NC

Second Grade Teacher, 2010-2011

- Established clear objectives for lessons, assignments, units and projects.
- Employed instructional methods and materials most appropriate to meet set objectives.
- Guided the learning process toward the achievement of curriculum goals.
- Maintained standards of appropriate student behavior and discipline.
- Evaluated the learning progress of students on a regular basis.
- Ensured to implement programs of study in compliance with the established standards as specified by the State Department of Education Standards.

Albritton Junior High School, Fort Bragg, NC

Seventh Grade Social Studies Teacher, 2001-2002

- Established and maintained an instructional environment supportive of positive behavior and academic achievement for the students.
- Developed and implemented education plans, performance objectives, and daily instructional plans for students.
- Implemented instructional activities that contributed to a climate where students were actively engaged in meaningful learning experiences.
- Identified, selected, and modified instructional resources to meet the needs of the students with varying backgrounds, learning styles, and special needs.

Patch Elementary School, Stuttgart, Germany

Paraprofessional for special education preschool, 1998-2000

- Assisted teacher in lesson planning and assessing students.
- Worked with students to improve speech patterns, socialization, and motor skills.
- Maximized individual attention by working with smaller groups of students with the same disabilities.