



To Whom It May Concern:

As my enclosed curriculum vitae and requested transcripts will attest, I am an educator with pending Arizona and Iowa State teaching licenses, and an endorsement in English (grades 7-12). I am a recent graduate of the University of Phoenix's online Masters program in Secondary Education, having completed my practicum at Xavier High School in Cedar Rapids, IA. Being a private, Catholic-based institution, I was presented with the opportunity to move beyond my nominal previous experiences in public schools, a challenge I relished. I also hold a Bachelors in Psychology (Eastern Washington University; June 2004), and will be beginning a second Bachelor of Arts program with Grand Canyon University in English Literature – I pride myself on being a life-long learner.

I am always eager for an opportunity to work with diverse student populations, and have much experience doing so. During student teaching, my day was split between working with upper-level sophomores and AP seniors with Master Teacher, Michelle Wehrman-Flores, and working with Dennis Ferguson's students, usually remedial-level upperclassmen and/or freshmen. Mr. Ferguson noted my increased ability to "transition quickly and smoothly between different courses and learner environments" throughout the practicum experience, and a particular "sensitivity to students who are struggling". My Faculty Supervisor, Xavier Principal Tom Keating added, "Particularly noteworthy is how Jessica treats students with respect".

In addition, my previous employment includes a year as a tutor at Columbia Basin College's Writing Center, where I worked nominally with students enrolled in remedial English courses, and also specialized secondarily in technical writing. I am a current contributor to the Associated Content Web site, and have previously written for Eastern Washington University's weekly student publication, *The Easterner* (circa Winter 2003 – Winter 2004). I recognize the need for being not only well-versed in making information easily accessible to students from all walks of life, but also in acting in a manner that is respectful and responsible to those same students.

I am well-versed in customer service, and have worked in stores, office environments, and call centers during my eight-year employment history. I am comfortable working with computers, including the Internet and the Microsoft Office Suite software. I type 100+ WPM, and have had experience with a switchboard and a 10-key.

I am available for an interview at your convenience.

Sincerely,

~ Jessica Haight-Angelo