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## AVID Coordinator Resume

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### Job Objective

Seeking a position as AVID Coordinator in a reputed organization where I can utilize my knowledge and experience.

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### Work Experience:

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AVID Coordinator, May 2004 – Present  
Edison Learning, Dryden, MI

- Provided training and coaching to teacher leaders and site and district administrators.
- Performed action research on current leadership and teaching practices to enhance student progress in low performing and high priority schools.
- Built the capacity of district and site leaders for enhancing student achievement.
- Administered AVID certification and other data reporting from selected sites and collaborated with schools to spread AVID methodologies schoolwide and districtwide to improve student achievement.
- Participated as a member of the LRET unit as appropriate.
- Assessed, analyzed and produced various data reports and performed Math research.

AVID Coordinator, March 2002 – April 2004  
Redondo Beach Unified, Dryden, MI

- Provided instructions to elective and content area teachers in all schools taking part in the use of AVID through classroom experiences.
  - Collaborated with participating teachers, coordinators, administrators and AVID Center personnel.
  - Assisted schools to enhance their knowledge in the professional undertaking of AVID's most effective practices and strategies linked to the Essentials.
  - Assisted High Schools with college ready activities, AP and Concurrent Enrollment course preparation and student support.
  - Assisted teachers who request help in working with problems presented by an AVID learner.
  - Facilitated planning for AVID elective class with other AVID teachers.
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### Summary of Qualifications:

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- Elective teacher with a nationally certified AVID program
  - Profound knowledge of Professional Development and teaching experience pertaining to Math
  - Extensive knowledge of research-based resources and strategies for effective instructional leaders
  - In-depth knowledge of daily operations of schools and state adopted instructional materials
  - Familiarity with the state accountability system and federal No Child Left Behind legislation
  - Exceptional ability to advocate for underachieving and underserved learners
  - Excellent communication and interpersonal skills
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### Education:

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Associate Degree in Arts, Augusta State University, Georgia, GA

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