
Inclusion Specialist Resume

Job Objective

Seeking position that utilizes my training as an accomplished Inclusion Specialist.

Highlights of Qualifications:

- Remarkable experience in managing vendor relations
 - Huge knowledge of CCPCS goals
 - Deep knowledge of curriculum and materials of instruction
 - Amazing ability to work with students, parents and administrators
 - Outstanding ability to infuse technology into curriculum
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Professional Experience:

Inclusion Specialist
Center City Public Charter Schools, Dallas, TX
May 2006 – Present

- Managed students with Individual Education Plans get instruction prescribed by IEP.
- Coordinated in weekly Inclusion Specialists meetings.
- Corresponded with general education teachers.
- Reviewed progress and conducted meetings.
- Collaborated with principal and academic dean.

Inclusion Specialist
Milestones Preschool, Dallas, TX
March 2003 – April 2006

- Managed in class room as staff team.
 - Developed Preschool services and coordinated with children and family.
 - Aided monitoring of budget for Preschool.
 - Formulated reports for Preschool.
 - Imparted training, support and supervision.
 - Handled overall management of Preschool staff.
 - Administered weekly staff meetings.
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Education:

Bachelor's Degree in Teaching
Shimer College, Waukegan, IL
Master's Degree in Special Education
Southwestern Michigan College, Dowagiac, MI

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