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Dedicated and professional English and modern languages tutor with strong communication skills now seeking a graduate teaching assistant role. I am an Oxford University graduate with a 2:2 in French and Spanish, combined with on-going school experience, demonstrating excellent leadership, organisation and planning skills. Living and teaching in France during the university placement year fostered a love of teaching, making a difference in the lives of those students who may not believe they have the potential to achieve

Work experience

Private tutor and team leader, English and modern languages: Gloucester Tuition Center (2015-present)

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Tutoring adults and schoolchildren preparing for GCSE and A-level languages alongside managing a small team has helped me to develop good leadership and management skills. Experience of successfully motivating staff and students to get better results has broadened my knowledge of teaching techniques and strategies to get better results. I was responsible for devising a comprehensive learning programme specifically tailored to the individual requirements of each student, this includes planning lessons, keeping records, assessing and analysing work. The role also entails drawing on strong communication skills to provide tutees with practical and pastoral support throughout their educational or professional careers.

Volunteer, senior Brownie leader (2015-present)

Weekly responsibility with a Brownies unit in Gloucestershire. This involves planning and leading activities for the group's members as well as managing the group's accounts, which requires consistent data handling and organisational abilities.

English language assistant (2014)

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In the third year of my degree I worked at two schools in Menton, France. This involved teaching English vocabulary and grammar in a range of settings including one to one sessions, small groups and classes of up to thirty pupils. Teaching a range of abilities and ages developed an awareness of how to act as a motivating and proactive role model, engaging and supporting students. This included devising and teaching lessons using a range of interactive resources such as games and digital software which students found engaging.

Volunteer leader, Rainbows age 5-7 and Brownies age 7-10 (2009-2015)

Assisting, planning and leading a range of activities which often involved being creative, positive and thinking on the spot.

Example of a teaching CV

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1. Include a brief personal statement which highlights the teaching skills and experience you have and where you see your career going.
2. Draw on the teaching experience you've gained. Explain what you did and how this links to the job you're applying for.
3. Tell the recruiter about extra-curricular activities with children and young people.
4. Highlight any experience that shows an interest in teaching and learning while you were at university.

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A range of temporary roles (2009-2015)

These included waiting tables, serving customers in busy hospitality environments and supervising shifts. The ability to speak a number of languages was extremely useful. I developed the following skills:

- The ability to deal with pressurised situations, balancing the needs of multiple customers and occasionally challenging behaviours
- Organisation and planning by successfully negotiating the demands of part-time work with academic deadlines
- Supervising and training new members of staff

Education

University of Oxford (2011-2015)

BA (Hons) French and Spanish, 2:2.

- Year 4 modules included, advanced language skills (French and Spanish), European culture, French literature
- Dissertation topic: Inclusive language education

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Queen Mary's College, Cheltenham (2009-2011)

A-levels: English Literature (A) Spanish (A) French (A)

Gloucester Secondary School (2006-2009)

GCSE's: 8 A-C including maths, English, science, Spanish and French
Level 2 award in Digital applications (credit)

Achievements and interests

Languages

- Living and teaching in France during my placement year helped me to develop many skills including adaptability, resilience, patience, independence and a love of teaching
- Basic knowledge of other European languages including German, Italian and Portuguese

Musical experience

- Flute (grade 8), piano (grade 5) and music theory (grade 5)
- University of Oxford concert band
- Regular performer with the Gloucester Concert band, Queen Mary's choir and student run Soul Band. Performances at well-known venues such as Gloucester Cathedral, the Cheltenham Jazz Festival and the HMV institute Birmingham
- Redeemer Church Gloucester: band member on Sunday mornings (keyboard or vocalist)

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Student representative

- Student representative for the BA Languages programmes for three years.
This taught me the value and power of the student voice in a learning organisation

References available on request

Example of a teaching CV

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5. Evidence how your degree relates to the role of a teacher.

6. Education recruiters like to see 'added extras' you can bring to school life.

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