

Valory Tahet

Dallas, GA
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CERTIFICATION:

- Georgia T-5 Clear Renewable Elementary Education (P-5) [FLD808]
- Life Insurance License

EDUCATION:

M.A. Curriculum and Instruction, University of Phoenix, **Online (Phoenix, AZ)** 2010
B.S. Elementary Education, Carlos Albizu University, **Doral, FL** 2003
A.A. Elementary Education, Florida International University, **Miami, FL** 1999

WORK EXPERIENCE

Must Ministries—Hope House Kennesaw, Ga. April 2023-February 2024
Volunteer Coordinator—Seasonal

- Input volunteer information into company software
- Offer tours to potential volunteers
- Explain to volunteers roles, expectations, company policies, and procedures
- Keep track of volunteers' hours and availability
- Record volunteers' attendance
- Offer help when short staffed/volunteers in various departments
- Communicate with volunteers if department heads have any complaints pertaining to their work and reliability

TRC Staffing Services Kennesaw, Ga March 2022- November 2022

Carmax Auto Finance, ASST Department

- Process invoices
- Authorize invoices
- Make decision to retrieve a vehicle
- Process documents for vehicle abandonment
- Contact customers for condition of vehicle

TEACHING EXPERIENCE:

Madalyn's House 24-Hour Child-Care Center Powder Springs, GA 2018-2021

Pre-Kindergarten Teacher

- Plan and facilitate developmentally appropriate lessons in accordance with GELDs
- Differentiate learning activities to meet the individual needs of each student
- Record anecdotal notes and student progress in WSO
- Arrange and facilitate parent conferences to discuss student progress

Marietta City Schools, Marietta, GA 2007 - 2015

Teacher-Grades K and 1

- Planned and implemented learning experiences geared toward mastery of Common Core Standards
- Administered successful, proactive classroom management with 16-24 diverse students, utilizing Class Dojo, ZONEs of Regulation, and PBIS
- Developed strong relationships with parents and communicated with them via phone, e-mail, face-to-face contact, and text messaging
- Actively participated in staff, team, and Professional Learning Community (PLC) meetings

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- Differentiated instruction to meet the needs of a diverse student population which included English Language Learners, Gifted, and Students with Disabilities

Fulford Elementary School, **Miami-Dade County Public Schools**, North Miami Beach, FL

Bilingual Language Learner Facilitator-Haitian Creole

2006-2007

- Provided additional support for students whose primary language was Haitian Creole
- Prepared lessons based on the skills addressed in the classroom, using students' native language
- Communicated and collaborated with the classroom teacher to address key concerns

Sable Palm Elementary School, **Miami-Dade County Public Schools**, North Miami Beach, FL

Teacher-Grade 2

2004-2005

- Implemented multiple curricula, including mathematics, science, social studies and literacy, incorporating Florida's State Standards
- Administered a successful, proactive classroom management plan with 16-24 diverse students, incorporating positive reinforcements
- Developed strong relationships and maintained communication with parents via phone, e-mail, face-to-face contact, text messaging, and telephone
- Actively participated in staff, team, and Professional Learning Community (PLC) meetings
- Differentiated instruction to meet the needs of a diverse student population which included English Language Learners, Gifted, and Students with Disabilities

RELATED EXPERIENCE:

Young Audiences, **Woodruff Arts Center**, Atlanta, GA

Coordinator

2008-2011

- Coordinated scheduling for teaching artists to lead lessons, linked to state standards, through the use of percussion instruments

Summerlink, **Florida International University**, Miami, FL

Teacher and Curriculum Developer

1996-1999

- Created and taught curriculum addressing the history, culture, dialect, and politics of the Haitian culture to a diverse group of high school freshman
- Organized fundraisers
- Solicited donations from community businesses to support Summerlink programs
- Organized field trips
- Organized student-led performances

OTHER WORK EXPERIENCE:

Norwegian Cruise Line, Doral, FL

Sales Representative

1999-2003

- Contact reserved customers to offer upgrades to reservations at a discounted rate.
- Make updates or changes to existing reservations.
- Contact reserved customers regarding changes to reservations based on weather, overbookings, and unforeseen conditions.
- Add amenities to existing reservations.
- Contact reserved consumers of any changes to their vacation packages.

SPECIALIZED TRAINING:

- SmartBoard (interactive whiteboard)
- Thinking Maps
- ETA Hands-On Standards
- Foundations Training (Best Practices for Teaching Phonics)
- The Writing Institute: Lucy Calkin's Writing Methodology

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- Arts Integration Training with Arts Now, Inc.

LANGUAGES:

- Haitian Creole- Native language
- English

REFERENCES: Available upon request