

Jeffrey M. Warzecha

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Objective: To become an English Language Arts teacher and teach at the middle school or high school level.

Education

Lesley University, Cambridge, MA 02138

Master of Fine Arts Creative Writing and Literature, expected January 2011

Eastern Connecticut State University, Willimantic, CT 06226

Bachelor of Arts English, May 2007

GPA: 3.33

Concentrations: Secondary Education, Writing

Dean's List: Fall 2005, Spring 2007

Certifications: Connecticut Secondary Education 7-12
Massachusetts Secondary Education English
Rhode Island Secondary Education English

Initial Certificate #: C032009001394

Initial Certificate #: ****437545

Processing

Teaching Experience

Northbridge High School, Whitinsville, MA 01588

Full-Time Teacher Fall 2009-present

- Designed and implemented daily lesson plans, quizzes, writing assignments, projects, presentations, and examinations for more than 100 students in four grade levels through six courses including three Freshmen English courses, one remedial writing and grammar course, one Theatre and Drama elective course, and one elective course combining journalism and creative writing.
- Acted as the drama club advisor and play director in the production of *Alice in Wonderland* as well as several black box theatre productions.
- Acted as co-advisor for both Northbridge High School's literary magazine as well as its school newspaper.
- Developed an online blog for the English department to showcase our students' accomplishments, to share and gather ideas from colleagues across the United States, and to better communicate with the public both locally and nationally.
- Assisted English department colleagues in creating a new format for the Summer Reading program, and in creating a school-wide citation and style guide.
- Taught multiple genres of literature including short stories, memoirs, novellas, novels, essays, and poetry.
- Coordinated lesson plans, daily instructional methods and materials, activities, projects, curriculum, genre units, and objectives with English department colleagues and school administration.
- Developed weekly vocabulary and writing lessons and quizzes to meet state mandates to widen students' vocabularies and to increase writing proficiency on state standardized tests.
- Developed unique methods and strategies for student improvement based on students' Individualized Education Plans.
- Met with students' parents to evaluate and plan proper strategies for student progress and behavior modifications.
- Worked with district faculty and administration to write, edit and revise mission statements and course objectives for Northbridge High School's New England Association of Schools and Colleges (NEASC) reaccreditation.
- Chaperoned school events including coffee houses, dances, and after-school club meetings.
- Assisted graduating seniors with the creation and revisions of their college essays.
- Participated in a first-year teacher orientation and mentoring program, as well as a year-long new teacher training program.
- Attended professional development conferences on differentiated instruction, ELL, and reverse learning.

Bolton High School, Bolton, CT 06043

Full-Time Student Teacher, Fall 2007

- Designed and implemented daily lesson plans, quizzes, writing assignments, presentations, and examinations for more than 80 students in two grade levels through five courses including grade 12 British Literature honors and academic, and grade 10 honors, academic and remedial English.
- Taught two British Literature courses on Shakespeare, *Beowulf*, *The Canterbury Tales*, and other medieval literature.
- Coordinated lesson plans, daily instructional methods and materials, activities, projects, curriculum, genre units, and objectives with English department colleagues and school administration.

- Developed a four-week poetry and creative writing unit which was implemented by the English department for use in all English courses during the time period, and designed a multi-week curriculum and assessment for a new novel.
- Attended multiple meetings with English department faculty for state-wide initiative in poetry recitation and education, *Poetry Out Loud*, which was then implemented in all English classrooms.
- Proctored standardized tests including both the Connecticut Aptitude Performance Test (CAPT) and the PSAT.
- Worked with district faculty and administration to write, edit and revise mission statements and course objectives for Bolton High School's New England Association of Schools and Colleges (NEASC) reaccreditation.

Windham High School, Willimantic, CT
Field Placement, Fall 2006

Killingly Intermediate School, Killingly, CT
Field Placement, Spring 2006

Bacon Academy, Colchester, CT
Field Placement, Fall 2005

- Worked 45 hours per semester in the respective school to develop lesson plans, curriculum, tests, quizzes and assignments with host teachers and departments. Proctored examinations and quizzes for students in each school.
- Worked with middle and high school students in the urban districts of Killingly and Windham (Willimantic) to focus on the tasks of raising test scores, improving comprehension, and bettering literacy and writing skills.
- Adjusted teaching strategies to fit multiple student performance levels in each class, including modifications to adhere to Individualized Education Plan requirements.

Professional Work History

Dance Studio Life magazine, Norton, MA 02766

Editorial Assistant, February 2008-February 2009

- Worked independently editing, researching and fact-checking feature stories and related articles on dance education.
- Gathered photos, caption and credit information for all photos included within each issue.
- Worked with advertisers, writers, and other staff members to develop story ideas and plan future content.
- Worked on *Dance Studio Life* in-house style guide based on both CMS and MLA formats.

University of Connecticut Magazine, Storrs, CT 06268

Contributing Writer, January 2008-present

- Wrote an article profiling the accomplishments, efforts and aspirations of one of UConn's most scholarly students.

Puffer Public Relations Strategies, Guilford, CT 06437

Freelance Staff Writer, December 2007-Present

- Completed feature stories and articles on past participants in the Susan G. Komen CT Race for the Cure; work was featured in *Kids' Running Magazine*, *The Hartford Courant*, and *The Hartford Courant* online, among many others.
- Created releases on the 2008 CT Race for the Cure to be regionally and nationally distributed in print and online.

University Relations Department, ECSU

Graduate Assistant Writer/Associate Editor, Spring 2007-Fall 2007

- Authored featured graduation story for *Eastern Returns*, a nationally distributed publication reaching 84,000 people.
- Authored seven feature stories included within *Eastern Magazine*, a literary publication reaching 60,000 people.
- Edited *The President's Annual Report*, *Eastern Exposure*, *Eastern Magazine* and *Eastern Returns*.
- Worked with town and state officials, university officials, state and national media, and members of a non-profit organization, *The Willimantic Whitewater Partnership*, to publicize a joint town development initiative.
- Independently wrote more than 40 press releases on topics ranging from community to student and University concerns; wrote, photographed and uploaded more than 35 feature stories for university e-newsletter, *NewsFlash*.

Other Full-Time Employment

Colchester Park and Recreation Day Camp, Colchester, CT

Full-Time Head Counselor Spring 2005 – Fall 2006

- Designed and executed daily lesson plans and activities for more than 30 first and third graders.
- Coordinated camp-wide activities and field trips with colleagues and office team to create a safe and fun environment.

Other Relevant Experience

- Edited and submitted articles for ECSU's newspaper, *The Campus Lantern*.
- Volunteered to assist first-year university students in writing essays for their College Writing courses.
- Formed extracurricular creative writing group at ECSU for other creative writing students.
- Familiarity and experience with multiple writing styles including MLA, APA, CMS.

Relevant Coursework

Chaucer, African Literature, Native American Literature, Adolescent Literature, Content Area Literacy, Modern American Grammar, Critical and Creative Thinking, Literature to 1400, Modern British and American Poetry, College Writing, Teaching Students with Exceptionalities, and various writing courses, among others.

Accomplishments

- Recipient of the Leslie Leeds Poetry Prize awarded by *The Connecticut Review*, 2007.
- Poetry published in: *The Connecticut Review*, *Rio Grande Review*, *Edison Literary Review*, *Poetry Midwest*, *SNReview*, *Eight Octaves Review*, *Cherry Blossom Review*, *Conclave*, *Oak Bend Review*, *Houston Literary Review*, and others.
- Nominated for 2007 ‘Contributions to the Cultural Life of the Campus’ award.
- One of three students chosen to represent ECSU for the Associated Writing Program (AWP) Intro Awards, Fall 2006.
- Awarded Outstanding Excellence Certificate for upper echelon score on the Praxis II examination (194/200).
- Passing scores on Praxis I, Praxis II, MTEL English 007, and MTEL Communication and Literacy exams.
- Presenter at inauguration ceremony of ECSU President Elsa Nuñez, and the Liberal Arts and Sciences Conference.
- Finalist to present senior thesis paper at 2007 senior seminar reception.
- Chosen to represent Lesley University at a poetry conference at UMass-Lowell in Lowell, MA.

Teaching Interests and Extracurricular Interests:

Reading, Language Arts, English Literature, Writing and Composition, and general English for all grade levels. British Literature, Creative Writing, World Literature, Fiction, Drama and Journalism electives for all grade levels. Extracurricular teaching interests include school yearbook, school literary magazine, school newspaper, after-school electives and after-school homework help programs. Extracurricular interests include mentoring school clubs, arranging student presentation opportunities, assistant coaching duties, and school and field trip chaperoning opportunities.

A reference list including teachers, administrators, professors and working professionals is available upon request.
