

FRANCIGNA RODRIGUEZ

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EDUCATION

Lehigh University, Bethlehem, PA

College of Education

Program: Teaching, Learning, and Technology - Elementary Education (K-6)

Master of Education, May 2012

Cornell University, Ithaca, NY

College of Agriculture and Life Sciences

Major: Sociology; Minors: Education, Latino Studies

Bachelor of Science, May 2008

EMPLOYMENT

May 2012 – Present

Substitute Teacher – Charter School Services – Philadelphia, PA

Serve as contracted teacher in variety of classrooms at charter schools in and around the Philadelphia area. Promote a positive, productive learning environment for students at all levels, from kindergarten through high school.

October 2011 – October 2012

Tutor – Club Z! Tutoring Service – Lehigh Valley, PA

Available as tutor for all grade levels, including college-level biology and mathematics.

May 2009 – October 2011

Research Assistant – Lehigh Valley Health Network, Allentown, PA

Administered surveys, facilitated focus groups, translated marketing documents, analyzed data for diabetes education classes, pediatric asthma sessions, and food assessment programs. Led various projects reaching out to Spanish-speaking populations through both the Family Medicine and Community Health Departments. Completed article summaries, conducted literature searches, reviewed and edited manuscripts prior to publication.

June – October 2008

Student Intern – Social Security Administration, Bronx, NY

Organized and managed sensitive Social Security documentation, conducted payee accounting, facilitated information between clients, representatives, supervisors, and managers; referred clients to appropriate resources, provided interpretation services (i.e. interviewing, telephone correspondence, etc.).

Summer and Winter 2007

Teacher's Assistant – Falu Foundation, New York, NY

Facilitated a comforting and encouraging atmosphere for students ranging in ages 3-14; fulfilled various teacher responsibilities such as planning and conducting class field trips, managing meal times, as well as teaching basic literacy and mathematical methods. Instructed students in the areas of introductory typing and recreational activities including basketball and performing arts, culminating in a talent show at the end of the summer.

September 2006 – May 2008

Program Assistant – Campus Life, Cornell University, Ithaca, NY

Promoted community development via organization and implementation of instructive programming at student centers.

Programming areas included personal, academic, and social development; facilitated multicultural awareness events.

December 2004 – January 2005

Resource Organizer – Goldman Sachs I-LEAD Program, Bank Street College of Education, New York, NY

Conducted research and assembled a summer program/internship handbook to provide high school participants with over 300 pre-collegiate opportunities available to students.

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SKILLS AND CHARACTERISTICS

- Fluent in Spanish – reading, writing, and speaking
- Ability to work in high paced atmosphere with close deadlines
- Strong oral and written communication skills
- Proficient knowledge of Microsoft Office Word, Access, PowerPoint, Excel
- Organized and prompt
- Analytical, attentive to detail
- Team player
- Creative and open-minded
- Passionate about education, serving as a role model to youth, and giving back to community

VOLUNTEER ACTIVITIES

January 2012 – Present

Regional Director – Omega Phi Beta Sorority, Incorporated

Further growth and progress of sorority by overseeing operations of 10 entities and serving as liaison between Mid-Atlantic Region and National Governance.

April 2010 – Present

Member – Omega Phi Beta Sorority, Incorporated

Develop and implement programming and fundraising efforts; participate in various volunteer opportunities focused on raising awareness of violence against women.

September 2006 – May 2008

Mentor – Lansing Residential Center for Girls, Ithaca, NY

Counseled young women between the ages 13-19 on academic, personal, and emotional growth.

August 2006 – May 2007

Teacher's Aide – Fall Creek Elementary School, Ithaca, NY

Assisted a first-grade teacher with daily activities throughout the classroom.

Summer 2003

Counselor – H.G. Birch Family Camp, NY

Organized and conducted camp activities for children and families affected by HIV/AIDS.

Summer 2003

Volunteer – Experiment in International Living, Germany

Helped build a school for local children in the home-stay community of Rohne, Germany.

** REFERENCES AVAILABLE UPON REQUEST **