Heather R. McMillan

Objective	Obtain a position teaching English to Kindergarten and/or Elementary students in Seoul, Korea
Education	TEFL Certificate LADO International College, Washington D.C., 2009
	B.A. International Studies GPA: 3.83/4.00 Concentration: World Politics & Policy Secondary Major: Spanish Virginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VA, 2008
Honors	Summa Cum Laude Dean's List Fall 2004, Spring 2005, Fall 2005, Spring 2006, Fall 2006, Spring 2007 Member of Phi Beta Kappa Member & Historian of Sigma Delta Pi
Employment	 Preschool Teacher Rainbow Riders Childcare Center, Blacksburg, Virginia August 2011 – February 2012 Provided constant quality care to young children aged 3 for 40 hours a week Developed and implemented engaging curriculum and lesson plans Published professional, comprehensive development portfolios of the students Worked closely with co-teacher and other staff
	 Kindergarten & Elementary Teacher (English Immersion Curriculum) Kids' College, Daechi-Dong, Seoul February 2010 – February 2011 Taught English and other subjects to students ages 5-10 for 40 hours a week Promoted a safe and exciting educational environment for the students Planned all the lessons and prepared supplies for each school subject Managed the classroom to successfully use time in productive learning and growing
	 Secretary West End Presbyterian Church, Hopewell, Virginia November 2009 – February 2010 Updated and maintained the church calendar and website Answered all office phone calls, emails and letters Prepared, proofread and printed weekly bulletins and announcements Coordinated counseling meetings and other appointments for the Senior Pastor Filed routine paperwork
	 Camp Counselor Camp Lebanon, Minnesota, summer of 2007 Sacandaga Summer Camp, New York, summers of 2005 & 2006 Supervised young people ranging from age 6 to age 17 for 24 hours a day each week Instructed campers in outdoor education classes Guided activities for developing cabin unity among campers
Experience	 Multicultural/International Lived in Venezuela for 15 years & South Korea for 1 year Acquired native-like fluency in Spanish and intermediate proficiency in French Developed a deep appreciation and sensitivity towards other cultures

• Adapted to new environments with flexibility and ease