



## **CONTACT**



727-475-0680



ademinghadley@gmail.com



1975 Michigan Avenue NE  
Saint Petersburg, FL 33703



[Linkedin.com/in/AmberHadley](https://www.linkedin.com/in/AmberHadley)

## **EDUCATION**

Educational Specialist (Ed.S)  
Curriculum and Instruction  
University of Florida  
**2012**

Master of Arts  
Elementary Education  
University of South Florida  
**2007**

Bachelor of Arts  
History  
Roberts Wesleyan College  
**2000**

## **EXPERTISE**

Collaboration

Editing

Content Creation

Communication

# AMBER HADLEY

## **EDUCATION SPECIALIST**

### **PROFESSIONAL PROFILE**

Seasoned professional with experience writing, curriculum development, and teaching, looking to transition to a full-time position. Strong academic background with two graduate degrees in education and over ten years of classroom experience. Three years of experience writing professionally. Strengths in collaboration and communication across organizational levels and clients. Life-long learner always eager to take on new challenges and bring creative ideas to an organization.

### **EXPERIENCE**

**WRITER / CURRICULUM DEVELOPER | FREELANCER**

#### **August 2017-Present**

Freelance writer specializing in adapting and creating content. Clients range from curriculum publishers to individual entrepreneurs breaking into new industries. Proven success in developing clear, engaging content that grabs the readers' attention.

- Key current projects include the development of GMAT grammar questions and explanations and developing ESOL curriculum content.
- Proofread various business communications, including internal e-mails, grant proposals, and project documents.
- Adapted educational content for multiple audiences.
- Managed and trained a team of six other writers to create engaging content.
- Collaborated on writing projects with clients, ensuring satisfaction and excellent results.
- Fostered long-term professional relationships with clients, maintaining a near-perfect client satisfaction rate based on reviews.
- Developed lesson plans and designed curriculum for various educational levels from preschool to graduate school.
- Specialties include copyediting, content writing, curriculum writing, creative writing, proofreading, and educational consulting.

**ONLINE EDUCATOR | VIPKID**

#### **July 2017-Present**

- Planned and delivered English language lessons for students age 3 to 15.
- Extended lesson content to engage students fully into the curriculum focusing on grammar and story-telling.
- Assessed English language acquisition through formal and informal assessment strategies.
- Wrote personalized feedback for individual students after each class.
- Built relationships with students and families, creating a extensive client base teaching over 570 students in two years.
- Maintained a 5/5-star rating based on nearly 1000 parent reviews.



## AMBER HADLEY

### SKILLS

#### TECHNICAL

Microsoft Office Suite

Windows & iOS Platforms

Google G Suite

Asana

Slack

Trello

#### PERSONAL

Analytical

Creative

### INTERESTS

Travel

Paddle boarding

Health & Wellness

American and World History

Historical Fiction

### EXPERIENCE (Continued)

#### Third Grade Teacher | Plato Academy

#### August 2012-June 2015

Taught third grade at a top-ranked charter school with a focus on technology and language in the classroom.

- Wrote and designed curriculum for all subject areas with personal expertise in language arts and social studies.
- Integrated technology throughout my lessons and assisted in coaching other teachers how to incorporate technology into their classroom curriculum.
- Created and organized field trips for the entire grade level to foster curiosity and engagement with the community.
- Led after school programs with a wide age range of students, from preschool to middle school.
- Through my careful instruction my students achieved the highest reading FSA scores in the district through effective instruction.
- Maintained a highly effective teacher rating with exemplary marks for high academic standards, classroom presentation, and communication with colleagues, parents, and community members.

#### First and Third Grade Teacher | Pinellas County Schools

#### August 2007-June 2012

Taught third grade for two years and first grade for four years at Lakewood Elementary. Lakewood is a Title I school with students principally from low socio-economic backgrounds.

- Observed and assessed student performance and kept thorough records of progress. Analyzed assessment data to guide instruction.
- Fostered a classroom environment conducive to learning and promoting student-teacher interaction.
- Implemented academic intervention plans for struggling students.
- Monitored proficiency gains through regular assessments and tailored learning objectives.
- Appointed team leader. Trained colleagues on Smart Technology. Acted as liaison between teachers and administration, providing feedback on teachers' needs and challenges.
- Participated in the process to ensure state compliance during a restructuring period.
- Interviewed teacher candidates. Provided valued input to guide the administration's hiring decision.

### REFERENCES

Roe Schandel  
International School  
Director  
schandelr@gmail.com  
727-826-0470

Kimberly Johns  
Gulfport Elementary  
Literacy Coach  
kekopnitsky@gmail.com  
814-450-0897