

# Clare Siverts

---

## Upper Elementary and Special Education

*Developing self-advocacy, learning, and social-emotional skills in students.*

Enthusiastic hard worker, with a background in special and upper elementary education. Focus on building positive relationships between the teacher, students, and families to better identify and serve their needs.

*Key skills include:*

- Patience
  - Organization
  - Conflict resolution
  - Team building & leadership
  - Student advocacy
  - Friendliness
- 

## PROFESSIONAL EXPERIENCE

### **Substitute Teaching, Bismarck Public School District** (October 2020-Present)

- Responsible for overseeing classrooms grades 1-12, including special education, in the public-school setting. Independently manages classrooms in teacher's absence.

### **Library Assistant, Welder Library** (September 2019-April 2021)

- Responsible for being the main personal in the library for night shifts, processing inter-library loan, managing the front desk, and going through closing procedures.

### **Poppy's Promise** (January 2020-April 2021)

- Experience with clients with various special needs, mostly Down syndrome and ASD. As well as different age groups, from 6 months to 12 years.
- 

## EDUCATION & CREDENTIALS

**UNIVERSITY OF MARY**, Bismarck, ND.

Bachelor of Science in Elementary Education, Expected December 2021

**UNIVERSITY OF MARY**, Bismarck, ND.

Bachelor of Science in Special Education, Expected December 2021

### **Certifications**

- Project Learning Tree
- First Aid/CPR/AED

---

## OTHER PROFESSIONAL EXPERIENCE

### Available Upon Request

- Babysitting (2010-Present)
- Beach cities swimming (Swim Coach) (November 2015-August 2018)
- El Camino College (Swim Instructor) (June 2016-August 2018)
- Sunsational swimming (Swim Instructor) (May 2018-August 2019)
- Welder Library (Library Assistant) (September 2019-April 2021)
- AVID Tutoring (Tutor) (January 2019-April 2020)
- Poppy's Promise (Direct Support Professional) (January 2020-Present)