**Nicole Lee Hoffmann**

1250 East Weimer Circle Unit 31, Tucson, AZ 85719

nicolelhoffmann@email.arizona.edu

**EDUCATION**

**UNIVERSITY OF ARIZONA**

Bachelor’s Degree in Elementary Education **May 2016**

**RELATED EXPERIENCE**

**Fourth Grade Classroom Student Teacher** | *Robins Elementary School* | Tucson, AZ **Fall 2015-present**

I made and instructed my own lesson plans aligned with Arizona College and Career Readiness Standards for a GATE cluster classroom. I worked with specific small guided reading groups and whole class instructions to 26 students. I also assistance students with in-class work, such as math and writing. Participated in IEP meetings with parents and staff for special needs students. I was able to take over the full responsibilities of the classroom teacher.

**First Grade Field Methods Experience** | *Manzo Elementary School* | Tucson, AZ **Spring 2015**

I help out in classroom by grading papers, exams, and homework. I hold reading meetings with specific reading groups. I made my own lesson plans and taught them to the students. I also help students with in-class work, such as math and writing. I also have extensively worked with a young girl who has a learning delay.

**Sixth Grade Classroom Volunteer** | *Mansfield Middle School* | Tucson, AZ **Fall 2014**

I helped out in the classroom by grading papers, exams, and homework. Additionally, I worked with students on a one-on-one basis as they worked on in-class work.

**Fourth Grade Classroom Volunteer** | *Manzanita Elementary School* | Tucson, AZ **Fall 2013-Spring 2014**

Help out in classroom by grading papers, exams, and homework. I held student meetings in a one-on-one setting to discuss reading and math. I helped make lesson plans and activities in the classroom. I also helped students with in-class work.

**Third Grade Classroom Volunteer** | *Immaculate Heart Academy* | Tucson, AZ **Fall 2012-Spring 2013**

I have helped out in classroom by grading papers, exams, and homework. I proctored exams for students and answer questions when they needed help. I held student meetings based on their reading one-on-one. I also had the opportunity to create a lesson to share with the students.

 **OTHER WORK EXPERIENCE**

**Sales Associate** | *Hollister, Co.* | Tucson, AZ **Fall 2012-present**

I have worked with cash registers and individual customer sales. I additionally clean rooms and organize clothing. Oftentimes I am responsible for my own room and employees in it. I helped customers with clothing options and responsible for anti-theft. I also work in the back of the store to make sure than clothes are being brought in from shipment and they are on the floor for customers to have immediately.

**Sales Associate** | *Hourly Cleaners* | Tucson, AZ **Summer** **2013-Summer 2015**

I worked cash registers and help with customer service within the store. I help with quality control of clothing, by checking finished products to make sure they were up to company standards. I also answer phones and dealt with customer complaints and worked with them to fix any problems. I also help administratively by closing down cash registers.

**Volunteer** | *Hope, Inc.* | Tucson, AZ **Fall 2010**

I am responsible for planning activities and meals for the patients. I was responsible for manning front desk, taking calls, answering questions, and checking patients in and out. I helped prepare and feed Thanksgiving dinner.

**HONORS AND AWARDS**

**Nancy Evanoff Zahn Memorial Scholarship** **Fall 2015-present**

*Awarded scholarship for demonstrating outstanding leadership qualities, a strong commitment to community service, and academic achievements.*

**University of Arizona Dean’s List** **Fall 2013-present**

*Recognized for outstanding scholastic achievement within the College of Education.*

**Achievement Award for Highest Academic Distinction** **Fall 2014-Spring 2015**

*Awarded for achieving a minimum of 30 units with a 4.0 grade point average.*

**Nancy Lee & Arthur P Anderson Scholarship** **Fall 2014-Spring 2015**

*Awarded scholarship for demonstrating outstanding leadership qualities, a strong commitment to community service, and academic achievements.*

**Drew University Presidential Scholarship Fall 2011-Spring 2012**

*Conferred scholarship for demonstrating academic excellence and maintaining an interest in a wide variety of disciplines including anthropology, economics, political science, international relations, psychology, and sociology.*

**Tuition Exchange Scholarship Fall 2011-Spring 2012**

*Given scholarship awarded to students who have parents who work at universities across the country; recognized for meeting the necessary all-school requirements.*

**SKILLS AND INTERESTS**

**Teaching**

Economics Microsoft Word Smart Board Technology

Social Studies Microsoft Excel Lesson Plan Design

GATE Curriculum Modifications Microsoft PowerPoint Curriculum Knowledge

**Languages**

Latin

**REFERENCES**

**Trina Zimmermann**

University Supervisor & Instructor

University of Arizona

(520) 490-0127

**Katrina Harper**

Cooperating Teacher

Robins Elementary School

(520) 631-0141

**Sharon Neihart**

Boss at Hourly Cleaners

(520) 326-1996