

# GILLIAN BIRCH

416-882-3475  
gillianbirch@gmail.com  
Hamilton, ON

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**PERSONAL STATEMENT:** When working in a group setting I am cooperative, open-minded and responsible. I am able to work independently, which reflects my organization and willingness to stay focused. Also, I remain patient and calm in stressful situations, and others tend to find me friendly, personable and honest.

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## SUMMARY OF SKILLS:

- Communication: Honest, straightforward and clear.
  - Group Skills: Able to lead and direct small groups, always willing to help out, a team-player.
  - Organization: Thrive in structured environments and take pride in personal organization.
  - Self-Regulation: Highly intrinsically motivated, able to complete tasks without reminders.
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## EDUCATION:

M.Ed. in Teaching and Learning September 2019 - July 2020  
University of Ottawa  
Ottawa, ON

B.A. in Early Childhood Studies September 2015 - April 2019  
Ryerson University  
Toronto, ON

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## WORK EXPERIENCE:

Ashwood Glen School, Burlington, ON August 2022 - Present  
Kindergarten Teacher

- Prepare weekly classroom updates to share with parents
- Collaborate with teaching team on lesson planning aligning with the IB PYP philosophy
- Conduct Parent-Teacher Conferences to discuss child's progress each term
- Keep records of observations, assessments and write report cards
- Maintain a clean and orderly classroom
- Develop action plans to target individual student needs

Ashwood Glen School, Burlington, ON April 2021 - July 2022  
Lead Toddler Teacher/RECE

- Collaborated with co-teachers on planning and implementation of lessons to align with the Montessori philosophy
- Provided each student with differentiated lessons based on their abilities
- Kept records of observations and wrote progress reports

Garrison Creek Daycare, Toronto, ON May 2016 - December 2020  
Childcare Assistant/RECE

- Supervised and mentored children ages 2-10
  - Created a safe environment and delivered age appropriate activities
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