**Marta van de Mond**

23456 Cherry Avenue

Vancouver, British Columbia, V6G 8S4

Phone: 604-XXX-XXXX

Email: [xoxoxo@gmail.com](mailto:xoxoxo@gmail.com)

November 16, 2014

Mr. Kim Bondi

The Principal

Continuing Education SD 42

20575 Thorne Avenue

Maple Ridge, BC, V2X 9A6

Phone: 604-466-6555 ext. 207

Fax: 604-463-5437

Dear Mr. Bondi,

My name is Marta van de Mond and I am currently a support teacher at Westview Secondary School. I have always been interested in a part-time teaching position in local prisons during summer time. I believe that with my experience, open mind, and passion I am a great candidate for such a position.

My specialty is Special Education. I have a Master’s Degree in this field. My education and expertise allow me to understand students who may need extra support in order to receive their education. I am able to work with students who have learning disabilities in both language and math. I am skilled in the area of curriculum adaptation to meet the needs of each student. Additionally, I have worked with challenging students who have faced problems in the community due to social standing and mental health issues. Through my education and my experience in the field, I realize that such behaviours have deep-rooted reasons and I am willing to work to approach such students with the utmost respect in order to support their behavioural needs. Being a passionate person, I rely on my empathy and always reach out to the ones who seem to need extra support and plenty of respect the most. I do not take negative behaviour personally. I always try to imagine myself in another person’s situation to be able to logically assess his or her situation. I think that all the qualities I have described make me a good candidate to teach in our local prisons. I see my experience as a future teacher in the prison system; someone, who gives the inmates a second chance at being respected members of society and live their lives in respect and harmony with themselves and others.

I am available in summer time only due to my full time employment at Westview Secondary School. You can reach me anytime on e-mail or by phone.

Yours Sincerely,

Marta van de Mond

**Marta van de Mond**

23456 Cherry Avenue

Vancouver, British Columbia, V6G 8S4

Phone: 604-XXX-XXXX

Email: [xoxoxo@gmail.com](mailto:xoxoxo@gmail.com)

**Education**

**Master of Special Education 2015**

University of British Columbia

**Bachelor of General Studies 2001**

Simon Fraser University

* Minor in English
* Minor in Learning Disabilities
* Teaching Certificate

**High School Diploma 1990**

King George Secondary

Vancouver, BC

**Achievements**

* Certificate of First Aid – Class 2 **2010 - 2014**
* Presented Autism Awareness Workshop for SEAs **2007**
* CPI – Crisis Prevention Intervention **2006 - 2010**
* CBI – Communication Behaviour Instruction **2003**

**Professional Development**

* World Poverty Workshop
* Autism International Conference in Calgary
* Autism Symposium in Vancouver
* Social Justice Workshop

**Special Skills**

* Case management – ability to attend to each managed child with respect to his/her individual needs
* Communication – well established advocacy for my students; collaboration with all adults involved
* Counselling – ability to listen and engage in conversation with my students with one-on-one basis
* Critical Thinking – thinking on feet; making quick decisions in difficult situations with acute accuracy
* Helping/Support – always being available to my students and other staff when needed
* Interpersonal – ability to empathize with each individual and to advocate
* Problem Solving – ability to collaborate with anyone having problems and to reach best suited conclusions
* Research and Investigation – love of research and natural curiosity supporting daily learning
* Teaching – always present interest in teaching students a variety of different subjects
* Writing – daily journaling and creativity supporting the skill

**Work Experience**

**School District # 42 – Maple Ridge/Pitt Meadows**

**Westview Secondary School 2007 – present**

Support Teacher with academic needs and functional needs students

This high school position allows me to help students from grades 8 to 12. There is an ability to assist them in the entire curriculum and research questions that may arrive. Counseling is also a big part of the job.

**Maple Ridge Secondary School 2006 – 2007**

Support Teacher with low incidence students

The job was based on making Individual Education Programs for each student with a low incidence disability. It required anything from pictorial communication system to meeting sensory needs. The job also called for the adult (Education Assistants) management skills.

**School District # 59 – Peace River South 2002 – 2005**

Distance Education with the following assignments:

* English 9-12
* Comparative Civilizations 12
* History 12

This position entailed teaching in class as well as one-on-one with individual students who attended school by appointment. Much of the program was delivered and marked online. Personal success was teaching “Midsummer’s Night Dream” Shakespeare’s masterpiece to English 9 students, who initially loathed Shakespeare. Through drama, reading aloud, and celebration the unit had become very successful.

**Group Home 1996 – 2005**

Caregiver for two men with special needs – dependent living

The full care required feeding, bathing, and entertaining the two adult men with different special needs and health issues. The position needed a lot of integrity and deep level care to do the best job possible. Although this work is in the past (due to moving to the Lower Mainland), the contact is still maintained.

**Other Related Experience**

**Petting Zoo and Pony Rides in Stanley Park Vancouver 1987 – 1995**

Providing care to animals and entertaining young audiences

The job called for taking care of a variety of farm and exotic animals. It entitled for feeding them and cleaning their cages. Later in this position, the job was often switched (in summers) to entertaining children while giving them pony rides. The job expected taking care of both ponies and children.

**Activities and Interests**

* Hiking
* Dancing
* Zumba
* Reading
* Music
* Travelling
* Cinematography
* Art
* Natural Sciences
* Social Justice

**References**

References upon request