

Elizabeth Ruffley

Elementary and secondary educator with seven years of experience, who is passionate about literacy, technology, and collaboration.

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EXPERIENCE

Murphy Elementary, Haslett, MI — *Library Practicum*

SEPTEMBER - DECEMBER 2022

Worked alongside school librarian, managed library materials for students and staff, implemented Literacy Night, managed classroom visits, processed and prepared new books for circulation

Lansing Charter Academy, Lansing, MI — *Teacher*

AUGUST 2012 - AUGUST 2016

Taught fourth grade prepared lesson plans, monitored student progress, collaborated with a team of teachers, and differentiated instruction.

Duryea Elementary & Salyards Middle School, TX — *Teacher*

AUGUST 2009 - JULY 2012

Taught fourth grade, sixth grade world cultures and seventh grade reading, prepared lesson plans, monitored student progress, collaborated with a team of teachers, and differentiated instruction.

EDUCATION

Michigan State University, East Lansing, MI

Bachelor of Arts in Elementary Education, 2009

Michigan State University, East Lansing, MI

Master of Arts in Educational Technology, 2019

Wayne State University, Detroit, MI

Graduate Certificate in Library and Information Science

School Library Media Specialist, 2022

Additional Professional Information can be found on my website:

<https://www.lizruffley.com/>

SKILLS

Proficient in Windows, Google Drive, Microsoft Suite, Follett Destiny

Knowledge of Smartboard, Document camera/ELMO, screencast applications

CERTIFICATION

Professional Teaching Certificate, State of MI K-5

Library Media (ND) Endorsement K-12

LEADERSHIP EXPERIENCE

Staff Leadership Committee
2014-2016

Fourth Grade Team Captain
2010-2011, 2014-2016

Chair of Parent Outreach Committee
2014-2016

New Teacher Mentor
2014-2016

Co-sponsor of Salyard's Mock UN Team
2011-2012

Library Hiring Committee
2011