

Maci Cummings

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SUMMARY

Early career childcare candidate with supervised practicum, lab, volunteer, and academic experience supporting **children ages 5 through 14** in structured learning and enrichment settings. Practiced tutoring, lesson implementation, learning centers, cultural activities, recreation, snack routines, attendance, transitions, and child supervision under teacher direction. Coursework in human development and family science strengthened judgment around age appropriate communication, positive redirection, safety, documentation, and children experiencing family disruption. Experience includes working with children, adults, instructors, and peers while following procedures and completing assigned tasks with appropriate independence. Holds a valid unrestricted **Illinois driver's license** and current Adult and Pediatric First Aid, CPR, and AED certification. Prepared to complete **Illinois Department of Children and Family Services** background checks, medical clearance, and required training while supporting safe, meaningful **after school** programming.

EDUCATION

Bachelor's Degree in Human Development and Family Science
Illinois State University GPA: 0
Coursework: Child development, family systems, educational psychology, youth program planning

2027
Normal, Illinois

TECHNICAL SKILLS

- **Childcare Programming:** Tutoring, lesson plans, learning centers
- **Youth Enrichment:** Cultural activities, social activities, recreation
- **Child Safety:** Supervision, attendance checks, safe transitions
- **Meal Support:** Snack routines, meal service, sanitation
- **Transportation Safety:** Student transport, authorized handoffs, arrival procedures
- **Child Communication:** Positive redirection, parent communication, age appropriate language
- **Documentation:** Observation templates, completion notes, activity evaluations
- **Development Studies:** Child development, family systems, trauma informed care
- **Emergency Care:** First Aid, CPR, AED
- **Employment Compliance:** DCFS background check, medical clearance, required training

SKILLS

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|----------------------------|-------------------------|---------------------------------|--------------------------|
| • Child supervision | • Learning centers | • Snack routines | • Activity documentation |
| • After school programming | • Child development | • Safe transitions | • Teamwork |
| • Tutoring support | • Enrichment activities | • Attendance procedures | • Following instructions |
| • Lesson implementation | • Recreation | • Age appropriate communication | |

EXPERIENCE

After School Childcare Practicum
University Project

January 2026 - September 2026
Normal, Illinois

Completed supervised practicum supporting **after school** tutoring, **enrichment**, recreation, snack routines, transitions, and safe child supervision. Followed instructor direction while practicing appropriate independence, documentation, and communication with children and adults.

- Implemented approved literacy and math **tutoring activities**, adjusting explanations for observed learning needs.
- Organized **learning centers** with reading, creative projects, cooperative games, and **recreation** for groups of children.
- Practiced arrival, dismissal, attendance, and transition procedures through instructor evaluated safety scenarios.
- Prepared snack routines with sanitation, orderly distribution, cleanup, and awareness of participant needs.
- Presented **lesson plans**, observation notes, activity evaluations, and supervision reflections in a final portfolio.

Child Development Observation Lab
Student Lab

August 2025 - December 2025
Normal, Illinois

Conducted supervised observations connecting child development concepts with practical decisions about communication, activities, environmental safety, and escalation. Documented findings clearly for instructor review and classroom presentations.

- Recorded communication, peer interaction, attention, and instructional responses using structured observation templates.
 - Designed **enrichment** activities with objectives, materials, implementation steps, and evaluation questions for instructor review.
 - Practiced positive redirection during simulations involving transitions, group activities, and routine conflicts.
 - Evaluated supervision coverage and environmental safety in classroom scenarios requiring teacher escalation.
 - Summarized observation findings in reports and presentations using clear professional communication.
- Youth Enrichment Program Design

January 2025 - May 2025

Course Project

Normal, Illinois

Created a supervised program proposal integrating tutoring, cultural learning, recreation, social development, snacks, transportation safety, and structured transitions for **children ages 5 through 14**.

- Developed **lesson plans** with learning goals, timing, materials, adaptations, and engagement evaluation methods.
- Built weekly schedules balancing homework support, **learning centers, snacks**, movement, and recreation.
- Researched trauma informed communication concepts for children experiencing family disruption and related stress.
- Completed transportation safety exercises covering attendance checks, authorized handoffs, communication, and concern escalation.
- Presented a revised operating plan after incorporating feedback from classmates and faculty.

PROJECTS

- Child Safe Program Portfolio 📅 September 2026
- Compiled lesson plans, observation notes, activity evaluations, snack procedures, and supervision reflections into an instructor reviewed childcare portfolio.
- Family Disruption Support Study 📅 May 2025
- Researched child centered communication and transportation safety practices for a proposed enrichment program serving children referred through child welfare services.

LEADERSHIP & AWARDS

- Dean's List, 2025, recognized consistent academic performance in human development coursework.
- Community Engagement Scholarship, 2026, awarded for service focused participation and commitment to youth support.
- Outstanding Practicum Portfolio Recognition, 2026, honored clear planning and thoughtful child supervision reflections.

CERTIFICATIONS

- American Red Cross Adult and Pediatric First Aid, CPR, AED 📅 2026
- Everyday Parenting: The ABCs of Child Rearing, Coursera 📅 2025
- Valid Unrestricted Illinois Driver's License 📅 2026

PROFESSIONAL AFFILIATIONS

- Campus Volunteer, After School Reading Partners, 2025 - Present, supports youth reading activities and positive engagement.
- Peer Mentor, First Year Student Success Program, 2026 - Present, guides students through campus routines and academic resources.

LANGUAGES

- English (Native)
- Spanish (Beginner)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST