

Sadie Conley

☎ (541) 555-6724 ✉ sadie.conley@example.com 💼 linkedin.com/example/sadieconley 📍 Eugene, OR 97401

SUMMARY

Early childhood education student with supervised practicum, university lab, and curriculum project experience supporting preschool learning, **safe supervision**, **classroom routines**, **positive guidance**, and social development. Hands on preparation includes individual, small group, and large group activities, learning material setup, meal service, sanitation, diapering procedures, medication procedure simulations, and active indoor and outdoor supervision. Communicates clearly through written records, oral directions, observation notes, and team discussions. Training covers **infant and child First Aid and CPR**, food handling, health and safety, inclusive practice, child development, and Oregon early learning licensing expectations. Brings physical readiness for active classroom work, dependable follow through, and respectful service for children and families from varied backgrounds.

EDUCATION

Associate of Applied Science in Early Childhood Education

2026

Lane Community College GPA: 4.0

Eugene, OR

***Coursework:** Child development, inclusive practice, curriculum planning, health and safety*

TECHNICAL SKILLS

- **Early Learning Practice:** Head Start, Early Head Start, preschool curriculum
- **Child Development:** Developmental observation, social skills, responsive care
- **Classroom Safety:** Active supervision, positive guidance, safety procedures
- **Health Procedures:** Diapering, medication procedures, hygiene routines
- **Emergency Response:** Infant First Aid, Child First Aid, CPR
- **Food Service:** Food handling, meal service, nutrition routines
- **Learning Materials:** Curriculum materials, activity setup, classroom resources
- **Documentation:** Observation notes, written records, outcome documentation
- **Compliance Standards:** DELC licensing, performance standards, site policies
- **Communication Tools:** Oral directions, written directions, team debriefings
- **Cleaning Practices:** Classroom cleaning, site cleaning, sanitation
- **Group Instruction:** Individual support, small groups, large groups

SKILLS

- | | | | |
|----------------------|----------------------|-----------------------------|---------------------------|
| • Active supervision | • Group activities | • Diapering procedures | • Inclusive communication |
| • Positive guidance | • Meal service | • Food handling | • Child development |
| • Child safety | • Sanitation | • First Aid and CPR | • Medication procedures |
| • Classroom routines | • Learning materials | • Observation documentation | |

EXPERIENCE

Early Childhood Classroom Aide Practicum Student

January 2026 - June 2026

University Practicum

Eugene, OR

Supported supervised **early childhood** classroom operations through daily routines, learning activities, safety procedures, observation records, and team communication. Applied feedback during reviews and debriefings, building dependable habits for future classroom service.

- Supported **preschool** routines through **active supervision**, positive guidance, and clear communication with classroom staff
- Prepared **learning materials** for small group activities and maintained organized classroom spaces throughout daily sessions
- Recorded child observations and shared relevant updates during team reviews and classroom debriefings
- Practiced **meal service**, sanitation, diapering procedures, and medication procedures under documented supervision
- Followed **written directions**, safety standards, licensing expectations, and assigned schedules during classroom activities
- Adjusted activity support after feedback, improving consistency across indoor and outdoor learning periods

Head Start Curriculum Support Project

September 2025 - December 2025

University Project

Eugene, OR

Completed a supervised curriculum support project focused on developmentally appropriate activities, classroom materials, **positive interaction**, and inclusive learning. Organized project deliverables around safety, clear procedures, and practical support for varied family backgrounds.

- Created **preschool** activity materials that supported language, **social skills**, routines, and positive peer interaction
- Adapted large group lesson resources for shorter small group activities and varied attention needs

- Reviewed classroom **procedures** with supervisors and corrected materials before scheduled instructional sessions
- Included meal support, hygiene routines, and safe transitions within **curriculum** planning exercises
- Presented project findings during meetings, responding to questions with clear written and oral explanations
- Connected child development coursework with practical classroom support and inclusive communication practices

Child Development Observation Lab

January 2025 - June 2025

Student Lab

Eugene, OR

Conducted supervised child development observations within a university lab, documenting behavior, interaction, routines, and learning responses. Used structured records and instructor feedback to strengthen objective communication and responsive care practices.

- Documented child observations using structured notes, developmental language, and instructor reviewed records
- Identified social interaction patterns that informed **positive guidance** and responsive activity support
- Practiced respectful communication with peers representing varied community, student, and family backgrounds
- Applied health, hygiene, and safety procedures during supervised classroom simulation exercises
- Revised observation summaries after feedback, improving clarity, accuracy, and professional documentation
- Discussed findings during lab meetings, linking observations with child development and inclusive practice

PROJECTS

Inclusive Preschool Curriculum Portfolio 📅 2025

Created developmentally appropriate activity materials that connect child development, positive guidance, inclusive practice, and safe classroom routines. Work reflects a commitment to respectful learning experiences for every child.

Responsive Care Procedure Study 📅 2026

Studied diapering, medication procedure, meal service, sanitation, and active supervision through supervised simulations. Applied clear procedures with care, safety, and dignity at each step.

LEADERSHIP & AWARDS

- Dean's List, Lane Community College, 2025
- Early Childhood Education Student Achievement Recognition, 2026
- Community Learning Scholarship, 2025

CERTIFICATIONS

- Infant and Child First Aid and CPR 📅 2026
- Oregon Food Handler Card 📅 2026
- Oregon Central Background Registry Enrollment 📅 2026
- Department of Early Learning and Care Required Training 📅 2026

PROFESSIONAL AFFILIATIONS

- Early Childhood Education Peer Study Group, Peer Facilitator
- Campus Family Resource Volunteer, Activity Support
- Student Service Day, Children's Learning Materials Team

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST