

Rachel Lynn Matz

Present Address 411 S Old Woodward Avenue, #801, Birmingham, MI 48009

Present Phone (248) 396-6342

rlmatz@gmail.com

EDUCATION

Michigan State University, East Lansing/Blended Online **August, 2017**
Master of Arts, Educational Technology
GPA 3.8

University of Michigan, Ann Arbor **May, 2010**
Secondary Teaching Certification, English and Spanish
Education GPA 3.91

University of Michigan, Ann Arbor **May, 2009**
Bachelor of Arts, English,
Overall GPA 3.4 English GPA 3.6

EXPERIENCE

Bloomfield Hills High School, Bloomfield Hills, Michigan **August, 2010—present**
English Teacher

- Developed and taught units of instruction for World Literature, American Literature, and AP English Language Courses
- Modified and updated curriculum for AP Language and Composition to align with state standards and district expectations
- Proposed and designed a new co-taught interdisciplinary class: Global Studies and Social Action
- Worked closely with department members and assistant superintendent of instruction to align the tenth grade English and social studies curricula in order to make learning more authentic
- Aligned district and personal curricula to Common Core Standards for ELA 9-12
- Designed and taught interdisciplinary units with US History teacher for an American Studies experience
- Aided in the development of learning communities at the ninth and tenth grade levels
- Created curriculum to align with the International Baccalaureate Middle Years Programme
- Served as the Sophomore Advisory Coordinator: created a curriculum to serve as academic and emotional support for all district tenth grade students
- Advised tenth grade students through the MYP Personal Project
- Implemented and presented professional development surrounding high school climate and culture for all high school staff
- Coach the varsity dance team
- Serve as Student Council grade sponsor and assist in planning and hosting school-related events
- Participated in over 120 hours of professional development including summer intensives for AP English Language and Composition
- Engaged in programs surrounding global mindedness and assisted in developing policies and practices that would ensure equity for all students
- Created an authentic learning experience called Genius Hour for all AP English Language and Composition students
- Regularly work with students to edit and revise essays, college applications, and other written work

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Experience Continued

Law Offices of Matz + Pietsch, Southfield, Michigan

June, 2014—August, 2015

Editor and Social Media Advisor

- Designed, edited content for, and created website for personal injury law firm using web design programs Weebly and GoDaddy.com
- Supported advertising agency in editing new brochure for content, continuity, style, and grammar
- Created and edited thematic blog posts to support firm's vision and mission statement
- Created and managed social media accounts to promote the law firm and its message
- Updated and managed attorney profiles on sites such as Avvo, Lawyers.com, and Super Lawyers

Bloomfield Hills Middle School, Bloomfield Hills, Michigan

January 2010—May 2010

Student Teacher

- Created and instructed a unit on writing a research paper, centered around the general topic of Africa
- Worked daily with seventh grade students to improve language arts skills through reading and writing workshops
- Met with students individually to help them attain their language arts goals
- Designed engaging lesson plans using new technologies and strategies
- Adapted and instructed additional lessons on myths, legends, and folktales

ADDITIONAL SKILLS, ACCOLADES, AND INTERESTS

- Featured Presenter for Michigan State University Education Conference (COETC)
- Lead Presenter for the 4T Virtual Conference (2017) focused on digital feedback and the Google Ed Suite
- Featured Presenter Oakland County Effective Practices Conferences (2017)
- Google Certified Educator, level 1 (May, 2016) and level 2 (March, 2018)
- Galileo Leadership Cohort Participant, 2017
- Restorative Practices Training (2015)
- Critical Friends Group Training (2015)
- Avid user of infographic software such as Piktochart and Canva—have created numerous infographics for school district and Master's program
- Extensive training and high interest in musical theater and dance
- Interest and experience in digital imaging
- Proficient in all Google Education Applications including Google Classroom
- Proficient in imaging programs such as Photoshop and Adobe Illustrator, as well as movie design programs such as iMovie
- Knowledge and experience with Promethean Smart Boards and other classroom technology
- Certified ZUMBA fitness instructor
- Travels include Western Europe, Africa, and the Middle East