

Jennifer “Addie” Schafer

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OBJECTIVE

To pursue a career working with children that incorporates teaching English and arts infused curriculum in an educational environment, while also providing additional services to students who need additional support by using drama as a means of social expression and professional skill development.

PROFESSIONAL PROFILE

- Dedication and passion for working with children, with enthusiasm
 - Creative and innovative teaching methods, ideas, and strategies
 - Specialization in teaching literacy and English development skills
 - Keen observation skills of diverse groups of people
 - Computer skill proficiencies exploring with various technological education tools
 - Detail-oriented and well organized with small or large task projects
 - Effective communicator with open mindedness as well as desire to collaborate with others
 - Experience working with children of all ages 1-22 years of age in formal as well as informal classroom settings
 - Strong background in theatrics as well as English literature and language knowledge
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EDUCATION AND TRAINING

The College of William and Mary , Williamsburg, VA, USA GPA overall year: 3.3/4.0 Bachelor of Arts, English and Secondary Major in Theater	May 2013
Cambridge University , U.K. Summer Program	Summer 2012
George Mason University , VA, USA Summer Classes (Part Time Admission)	Summer 2011
William and Mary School of Education , Williamsburg, VA, USA GPA overall year: 3.9/4.0 Masters of Elementary Education (<i>Virginia Teaching License</i>) <ul style="list-style-type: none">• Concentration in Children’s Literature• Student teaching at Matoaka Elementary School in 1st grade	May 2014

PROFESSIONAL AFFILIATIONS

• National Science Teachers Association (NSTA) Membership	2013
• Virginia Association of Science Teachers (VAST) Membership	2013
• Member of Kappa Delta Sorority	2010
• Honors member of Alpha Psi Omega Honors Theatre Fraternity	2011

TEACHING EXPERIENCE

Fulbright Scholars Program , English Teaching Assistant, Kelantan, Malaysia <ul style="list-style-type: none">• Worked in public secondary school to assist and lead teaching, ages 12-17• Ran after-school programming: speaking clinics, chorale speaking, drama, test-taking skills• Planned multiple English camp projects: beach clean up, confidence building, girl empowerment• Assisted in planning a statewide vocational arts camp funded by Majlis Agama Islam Dan Adat Istiadat Melayu Kelantan (MAIK) (<i>anticipated September 2015</i>)	Winter 2015-present
Drama Kids International , Business Manager and Lead Teacher, Loudoun County, VA, USA <ul style="list-style-type: none">• Doubled class offerings from previous year for ages 4-18 working on skill development• Accommodate the curriculum and created supplemental teaching guides• Acted as lead teacher making site visits to other teachers, on-call for guidance, and lead teacher training• Ran logistical aspects of business and professional development, attended Drama Kids Conference 2014	Spring 2014-Winter 2015

- Matoaka Elementary School**, Student Teacher, Williamsburg, VA, USA Fall 2013- Spring 2014
- Assist with classroom plan logistics as well as learn best practices from cooperating teacher
 - Teaching isolated lessons in various grades then transitioning to full teacher in the spring
 - Created curriculum, instruction, and assessment for all subjects in a first grade classroom
- Drama Kids International**, Summer Camp Instructor, Loudoun County, VA, USA Summer 2011-13
- Lead and assisted in classroom lessons for various ages to help grow the business
 - adapted program curriculum for in depth theatrical study beyond acting
 - Create scenic design and stage manage performances
- Broadway Dance Arts**, Dance Instructor, Williamsburg, VA, USA Fall 2012-2013
- Instructed class and individual lessons for tap, jazz, and hip hop dance classes to ages 7-18
 - Helped substituting as well as with their competing theatrical and vocal performing group
 - Prepared students for end of the year showcase, (**York County, VA Business License**)

PROFESSIONAL WORK

- Ichiban Chinese Restaurant**, Server, Williamsburg, VA, USA Spring 2014-Fall 2014
- Serve with international staff to tourist and local customers, exposure to multiple languages
 - Acquainted with and partial prep for authentic sushi, Chinese food, and some Thai food
- Hunter Family**, Morning Helper, Williamsburg, VA, USA Fall 2013-2014
- Prepare teenager with autism and cerebral palsy for school, daily
 - Help around the house, prepare meals, and assist with additional needs after school
- Williamsburg Winery**, Server, Williamsburg, VA, USA Fall 2013-Spring 2014
- Server at both restaurants associated with the winery including fine dining service
 - Dealt with all customer services a restaurant provides with an international and local clientele
- Blue Talon Bistro**, Hostess, Williamsburg, VA, USA Summer 2013- Fall 2013
- Managed front of the restaurant, greeted customers, took personal, online and phone reservations.
 - Managed placement of serving staff as well as side jobs for opening or closing the restaurant.
- College of William and Mary Theater**, Props Assistant, Williamsburg, VA, USA Fall 2012- 2013
- Maintained and organized props storage for the year
 - Compiled inventory lists, transfer of items, and assistance for each department show
- Williamsburg Graphics**, Campus Marketing Coordinator, Williamsburg, VA, USA Spring 2010-2013
- Marketed and coordinated all campus business for the College of William and Mary
 - Promoted business through flyers, web advertisement, and email
- Personal Child Care Services**, Nanny, Ashburn, VA, USA Summer 2009-2014
- Provide work day hours of child care and extra-curricular activities
 - Worked on summer school curriculum with children and community engagement activities
- Safeway**, Bakery Assistant, Ashburn, VA, USA Summer 2012
- Packaged, baked, organized bakery product, and promoted store-wide sales
 - Dealt with customer service including working with diverse co-workers and those with disabilities
- Arena Stage**, Marketing Intern, Washington, D.C., USA (**William and Mary in Washington**) Fall 2011
- Compiled preliminary research for marketing packets for season of 12 shows
 - Assisted in planning and managing special events as well as ticketing specials
- Source Theater**, Production Coordinator and House Managing Intern, Washington, D.C., USA Summer 2011
- Planned, advertised, and produced a talent show for local artists, bringing in a full house of patrons
 - House managed the evening shows, managed concessions, and worked the box office
- Foster's Grille**, Server, Ashburn, VA, USA Summer 2011
- Worked shift with one or two other employees to manage customers at front, mentor server
 - Bus and waited tables as well as worked the phone and register

- Loudoun Foundation Non-Profit**, Co-entrepreneur of Food Vender, Ashburn, VA, USA Summer 2010
- Created healthy food vending business “Fresh Chic Picnic” for non-profit concert series
 - Publicized for business, accumulating over \$10,000 in sales and made donations to local cancer patient
 - Dealt with inventory, marketing, and product design aspects of the seasonal business

- 3Ball Productions’ ABC Family series “Huge”**, Casting Assistant, Washington, D.C., USA Summer 2010
- Liaison between actors and staff interviewers for ABC Family hit series *Huge* and *Biggest Loser*
 - Assisted with casting and coordinating call backs

COMMUNITY SERVICE

- **Kappa Delta Sorority**, member: Girls Scouts USA, Avalon, PCAA, Richmond Hospital Fall 2010-2014
 - Coordinate performance opportunities within the sorority (i.e. recruitment, other philanthropies)
 - Help with philanthropies as well as outside volunteer work (i.e. volunteer with Avalon)
- **Mission Trip to Belize**, Central America, team leader (*also member 2005-2009*) Summer 2011
 - Year-long fundraising, on-site VBS, help with community construction, donated resources
 - As leader, lead ministry within the group, reflection times, managed student volunteers
- **Students Helping Honduras**, Alternative Spring Break trip, member Spring 2011
 - Helped build community schools and engage in community outreach
 - Assistant taught in foreign language classrooms (math and English)
- **Coalition for the Homeless**, Alternative Spring Break to Cincinnati, OH, USA, member Spring 2010
 - Volunteered in soup kitchens, shelters, and classrooms
 - Attended meetings, workshops, and educational exercises about service and the community
- **William and Mary School of Law**, USA, Volunteer Actress Spring 2010-2012
 - Acted as an adolescent in a troubling situation to simulate legal services needed
 - Followed as well as created situations to train law students for practical situations
- **William and Mary Dance Marathon**, USA, Productions and Logistics Director Fall 2010-11
 - Managed all production related parties: dancers, DJs, speakers, technicians, security
 - Organized logistics including event agenda, booking dates, as well as location
 - Served on year-long committee as leader, recruiter, and collaborated with other dance marathons
- **MentorMatch**, USA, trained mentor Spring 2010
 - Attended educational sessions to be eligible for mentoring
 - Shadowed program leaders to gain experience
- **William and Mary Sharpe Scholars program**, USA, Productions Committee Head Fall 2009- 2010
 - Studied in depth research topic all year: Life and Career of Maggie Walker
 - Lead planner for community project with educational entertainment, showcasing research findings
 - Archived thousands of historical documents in partnership with the National Park Service
- **Matthew Whaley Elementary School**, USA, Volunteer Choreographer Fall 2009
 - Co-choreographed routine for winter Nutcracker
 - Held weekly rehearsals to instruct students and prepare them for the winter performance
- **Students Helping Out Williamsburg**, USA, volunteer for annual service day Fall 2009
 - Assigned a section of the community to clean and purge for the day
 - Worked with other student volunteers to clean up the Muscarelle Museum of Art

PERFORMANCE IN NORTH AMERICA

- **Singer**, StageCoach Theatre Co., VA, Christmas Cabaret: *Jingle All the Way* Fall 2014
- **Actress**, StageCoach Theatre Co., VA, Murder Mystery Series (school event) Fall 2014
- **Actress**, StageCoach Theatre Co., VA, *Old MacDonald’s Farm* original Fall 2014
- **Actress**, College of William and Mary, *Ghostburg* Film Short Spring 2013

- **Scenic Designer**, College of William and Mary, *Attempts on her Life* Spring 2013
- **Lead Actress**, Sinfonicon Light Opera Company, *Iolanthe* Spring 2013
- **Actress**, College of William and Mary, *Overheard at William and Mary* Film Short Fall 2012
- **Director**, College of William and Mary, Adaption of *The Twelve-Pound Look* Fall 2012
- **Actress**, Apple Theater Company, VA, Series of One Acts Fall 2012
- **Actress**, Welder's Theatre Company, D.C., *TREE HOUSE* Summer 2012
- **Volunteer Actress**, William and Mary School of Law, *Mock Trials* Spring 2011-12
- **Actress**, Apple Theater Company, Series of Short Films Spring 2012
- **Stage Manager**, College of William and Mary, *We Will Rock You* Spring 2012
- **Stage Manager**, College of William and Mary, *The Night of the Iguana* Spring 2012
- **Lead actress**, Sinfonicon Light Opera Company, *Thoroughly Modern Millie* Spring 2012
- **Director**, "Premier Theater", *Since We Were Here...* Spring 2011
- **Lead Actress**, "Shakespeare in the Dark", *Taming of the Shrew* Spring 2011
- **Actress**, Sinfonicon Light Opera Company, *Patience* Spring 2011
- **Actress**, College of William and Mary, *Oklahoma* Fall 2010
- **Actress**, College of William and Mary Advanced Performance Class, *Hair* Spring 2010
- **Actress**, "Premier Theater", *Every Night I Die* (Premier Show) Spring 2010
- **Soprano II Member**, A cappella group "Intonations" Spring 2010
- **Costumes Crew**, College of William and Mary, *School for Wives* Spring 2010
- **Lead Actress and Co-choreographer**, Briar Woods High School, *Footloose* Spring 2009
- **Lead Actor, Sound Designer and Choreographer**, *Charlie and the Chocolate Factory* Winter 2009

*Five CAPPIS nominations for this performance related to my design work

SPECIAL SKILLS: Working with children of all ages, performance, creativity, event planning, nanny experience, Comedic delivery, Dance: jazz, ballet, tap, hip hop, and modern, working proficiency in French, volleyball, basketball, minimal sewing, makeup, yoga, valid license, valid passport, swimming, event planning, MS Office, Raisor's Edge, Tessitura software, basic shop carpentry experience, scenic design skills, SCUBA certification, living abroad, basic conversational Bahasa Melayu (including Kelate dialect)

REFERENCES

Available upon request.