

# ANNE FINK

PHONE: 734.395.1246 EMAIL: FINK.ANNIE@GMAIL.COM

**SUBSTITUTE K-12 ART TEACHER | SUBSTITUTE ELEMENTARY ART TEACHER**  
*Ann Arbor Public Schools District | Bloomfield Hills Public School District*

## QUALIFICATIONS PROFILE

Multifaceted, highly talented, and detail-oriented professional with hands-on experience in providing academic and social guidance to wide student population within classroom and studio settings. Equipped with solid understanding of educational processes, procedures, and practices; along with comprehensive knowledge of various forms of visual art, encompassing painting, drawing, ceramics, sculpture, printmaking, textiles and fibers, architecture, and photography. Expert at utilizing innovative teaching techniques and tools to maximize students' learning potential in alignment with the diverse learning style and needs of students. Competent at building positive and productive working relationships with educators, school administrators, students, and parents to secure positive academic outcomes. ***Areas of expertise include:***

*Curriculum Development | Classroom Management | Instructional Leadership | Student Interaction and Needs Assessment  
Primary and Secondary Education | Academic Advising | Arts Administration | Program Management*

## EDUCATION

**Post-Baccalaureate Secondary Teaching Certification in Visual Arts Education, with Concentration in Drawing, Dec 2016**  
Eastern Michigan University, College of Education, Ypsilanti, MI

*Member of the Society for Collegiate Leadership and Achievement (SCLA) | Member of Honor Society  
Dean's List | K-12 (Secondary Education) Visual Arts Education Endorsement (LQ) | GPA: 3.5/3.36*

**Coursework in Master of Fine Arts in Traditional Illustration, with Emphasis in Children's Book Illustration, May 2011**  
The Academy of Art University, San Francisco, CA, USA

**Bachelor of Arts in Speech Communication, with Focus in Organizational Communication, Minor in French, May 2010**  
Miami University, Oxford, OH, USA

**Coursework in Art History and Journalism, Apr 2009** ■ Miami University-Study Abroad Program, Florence, Italy

## TEACHING-RELATED EXPERIENCE

EDUSTAFF, LLC. ■ BLOOMFIELD HILLS, MI

**Long-term Substitute Art Teacher, Way Elementary School (K-4) Feb 2018-Apr 2018**

- Taught choice-based studio art education approach known as Teaching for Artistic Behavior (TAB)
- Conducted various fine art lessons and skill-based demonstrations using different studio centers in the classroom

EDUSTAFF, LLC. ■ ANN ARBOR, MI

**Long- and Short-Term Substitute Art Teacher, Washtenaw Interdisciplinary School District (K-12) 2016-Present**

- Facilitate classes for kindergarten to grade 12 students in the Ann Arbor area
- Conduct classes in absent of art teachers and performed day-to-day responsibilities of the full-time teacher, along with other practices, routines and classroom policies as required by the school principal and local district
- Support student learning to ensure successful attainment of all learning goals and objectives

**Long- and Short-term Substitute Art Teacher, Burns Park Elementary School (K-5) Apr 2017-Jun 2017**

- Quickly gained understanding of established routines and common classroom, school, and district practices
- Enforced curriculum goals, learning objectives and lesson plan guidelines to maximize student learning and drive high levels of student knowledge and understanding
- Acquired solid understanding of preparing and consolidating clean and wrap-up an art room at the end of the year for proper summer vacation condition

**Long- and Short-term Substitute Art Teacher, Bryant Elementary School (Young 5-2) Sep 2017-Dec 2017**

- Participated 2017-2018 Summer Orientation Training and Professional Development Workshops for the Art Department led by the school district, along with teacher-introduction presentation and information-sheet hand-out at Bryant's Curriculum Night 2017
- Partook in art departmental meetings throughout the school year
- Created three months of logical curriculum and grade-level-appropriate lesson plans
- Implemented art room rules and daily procedures, along with daily processes, activities, and behaviors
- Established and maintained meaningful and productive relationships with students, parents, and faculty
- Handled the preparation of necessary classroom materials to meet the goals and objectives of state and national visual arts standards

EASTERN MICHIGAN UNIVERSITY-COLLEGE OF EDUCATION ■ YPSILANTI, MI

**Student Teacher, Higher Education Institution 2013-2016**

- Completed all pre-student teaching fieldwork and student teaching courses for Post-Baccalaureate Teaching Certification in Visual Arts Education for grades K-12

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- Carry out field practicums and classroom operations at Bryant Elementary School and Washtenaw International High School in 2014
- Accomplished pre-student teaching assignment at Clague Middle School from January to May of 2015
- Took charge of facilitating Visual Arts course and classes, while generating lesson plans and curriculums, administering examinations, recording grades, implementing creative learning strategies, and delivering expert classroom management
- Regularly communicated with other educators, school administration, and parents and guardians to achieve all academic goals
- Finished both primary and secondary student teaching placements and coursework at Bryant Elementary School from September to October 2016 and Clague Middle School from November to December 2016

## CAREER - RELATED EXPERIENCE

MIDWEST GRAPHICS & AWARDS, INC. ■ DEXTER, MI

### Artist, Apparel Design

May 2016–Sep 2016

- Conceptualized original graphic artwork and custom designs for commercial print materials and apparel
- Handled the manipulation of handmade images using graphic design editing software to create printed merchandise
- Worked in collaboration with the Art Team in supporting and utilizing creative talents for the development and production of graphic design and printing materials

## PROFESSIONAL EXPERIENCE

MIDWEST GRAPHICS & AWARDS, INC. ■ DEXTER, MI

### Inventory Specialist

May 2015–Nov 2015

- Documented and organized all warehouse inventories for thousands of pieces of apparel, award items, and stocks

CAMPUS APARTMENTS, LLC ■ ANN ARBOR, MI

### Leasing Consultant, Residential Real Estate (Apartments and Townhomes)

Dec 2012–Sep 2013

- Applied strategic approach in promoting and selling apartment leasing and condominium, along with the follow-ups and generation of leads and resident prospects to 100% occupancy for 2012-2013 and 2013-2014
- Served as the co-developer of 2013-2014 Woodland News Marketing Plan for Campus Apartments

MAINSTREET VENTURES INC. – THE CHOP HOUSE ■ ANN ARBOR, MI

### Front of House | Customer Relations, Restaurant, and Hospitality Operations

Apr 2011–Nov 2012

- Ensured the delivery of exceptional customer service and maintenance of client relations for the continuous business growth of a 200-seat restaurant
- Acted as a key liaison between restaurant management and staff in addressing and resolving operational issues, as well as in enhancing workflow and customer service standards

## CERTIFICATIONS

Michigan Test for Teacher Certification (MTTC) in Visual Arts Education (LQ)  
Adult and Pediatric First Aid Certification, American Red Cross, Ann Arbor, MI  
Cardiopulmonary Resuscitation (CPR) Certification, American Red Cross, Ann Arbor, MI  
Automated External Defibrillator (AED) Certification, American Red Cross, Ann Arbor, MI  
Daily Substitute Permit, Washtenaw ISD, Ann Arbor, MI  
Michigan Standard Teaching Certification, Michigan Online Educator Certification System (MOECS), Ann Arbor, MI

## PROFESSIONAL AFFILIATIONS

National Art Education Association | National Education Association

## ACTIVITIES

2015–Present

### Supporter

- Jack and Ginny Sinn Family Foundation Grant Contribution, International Child Art Foundation (ICAF), Ann Arbor

2010

### Volunteer and Fundraiser

- Haitian Health Foundation (HHF) Health Clinic Screening Programs, Jérémie, Haiti
- Sisters of Charity Hospice for Needy Men, Women, and Children, Jérémie, Haiti
- HHF Adult Health Clinic, The Maternal-Child Health Clinic (The Center of Hope)

2009–2010

### Public Relations Account Member

- Public Relations (PR) Visions Campaign, Miami University
- PRISM Capstone Program, Miami University

## TECHNICAL SKILLS

Microsoft Office Suite | Adobe Creative Suite (Photoshop and Illustrator)

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iMovie | Tumblr | Google Classroom | Gmail | Google Slides | Comfortable Learning Operating Systems and Programs