

EMMA MELKERSON

CAREER OBJECTIVE

Detail-oriented professional with 11 years of experience and a proven knowledge of instructional techniques, training and development, and adaptive teaching methods. Aiming to leverage my skills to successfully fill the PTPC Commissioner role.

EXPERIENCE

NORTHWEST ARCTIC EDUCATION ASSOCIATION, KIVALINA, AK

Association President, Aug 2021 - Present

- Oversee the operations of the district wide Association.
- Provide training and support to Association representatives at the building level.
- Facilitate monthly meetings with Association leadership and Association Executive Board Members.

Association Treasurer , Aug 2019 - Aug 2021

- Kept financial records for the Association.
- Reconciled monthly membership rosters with NEA-AK and local school district.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT , KIVALINA, AK

Data Team Chair, Aug 2020 - Present

- Compile and analyze student data for McQueen School students.
- Design and implement an Elementary wide intervention program.

Elementary School Teacher, Aug 2012 - Present

- Adapt teaching methods and instructional materials to meet students' varying needs and interests.
- Establish and enforce rules for behavior and procedures for maintaining order among the students for whom they are responsible.
- Sponsor extracurricular activities such as clubs, student organizations, and academic contests.
- Collaborate with other teachers and administrators in the development, evaluation, and revision of elementary school programs.
- Prepare and implement remedial programs for students requiring extra help.

Curriculum Committee Member

- Participated in multiple committees for the purpose of selecting district wide programs.
- Worked on various teams to design and implement district core curriculum and intervention systems.

EDUCATION

CENTRAL WASHINGTON UNIVERSITY

ELLENSBURG, WA
Bachelor's of Arts Elementary Education (Dec 2010)

ADDITIONAL SKILLS

- Leading a Team
- Attention to Details
- Advocacy

CERTIFICATIONS

- Elementary Education K-8
- Reading K-12

REFERENCES

References available upon request