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| HELENA c. CRICK  pH: 703-728-4947  email: CRICKH@cSP.EDU  EDUCATION |

**MA Education 2012**

Concordia University

St. Paul, MN

**BA Child Development 2009**

Concordia University

St. Paul, MN

**AMS Early Childhood Credential 2004**

Institute for Advanced Montessori Studies

Silver Spring, MD

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| PROFESSIONAL Experience |

**2015-present**

**PRINCIPAL**

**The Madame Curie School**

* Worked with state licensing to achieve initial licensing within 60 days
* Review existing curriculum to identify areas for improvement
* Identify developmentally appropriate curricular areas for ages 2-6
* Write lesson plans and oversee team of curriculum developers
* Identify goals and implement specific strategies to market new facility
* Design facility classrooms and lead teams to complete facility by target date

**2011-2015**

**DIRECTOR**

**Reston Montessori School**

* Successfully executed the mission and goals of the school
* Established new policies and procedures to ensure integrity of programming
* Supported developmentally appropriate curriculum for ages 3 months-6th grade
* Provided and promoted educational leadership and support
* Encouraged high level environment for staff professional growth
* Provided high level training/professional development opportunities
* Reviewed all evaluations of student progress and made changes as needed
* Worked effectively with group leaders to support each aspect of the school team
* Organized and facilitated group and all-team meetings
* Planned and presented workshops for staff and parents
* Observed, evaluated, and reviewed staff on a regular basis
* Maintained high professional standards as per DSS licensing regulations
* Ensured budget targets for each classroom; purchased materials within budget
* Analyzed data, interpreted and presented educational research to parents and staff
* Implemented new systems for student transitions and increased parent involvement
* Participated in monthly meetings and was an integral part of promoting PTA activities and events

**2008-2011**

**Reston Montessori School**

**ASSISTANT DIRECTOR**

* Effectively communicated school mission and goals with over 40 staff members in Director’s absence
* Developed curriculum goals and schedules for teaching and support staff
* Planned and organized group events for over 200 families
* Scheduled workshops for staff development and training, encouraged and supported leadership initiatives in summer camp program

**2003-2011**

**Reston Montessori School**

**MONTESSORI TEACHER**

* Developed, planned and implemented lessons for class of 26 children
* Trained and guided three support staff members in best practices of the classroom
* Maintained constant communication with parents through written quarterly reports, conferences, and newsletters
* Supervised primary group teachers and interns
* Collaborated with team members on Kindergarten curriculum
* Supported parent education goals and presented workshops to staff and parents
* Self-directed intern 2003-2004 under recommendation of school director
* Institute for Advanced Montessori Studies teacher consultant for student interns

**1998-2012**

**DIRECT SUPPORT PROFESSIONAL (AGES 2-10)**

* Implemented academic, communication, self-help, play and social skills lessons
* Assessed skills and recorded data during various client sessions

PROFESSIONAL associations

* American Montessori Society Member
* NAMTA
* Columbia College-Early Childhood Faculty Member

PROFESSIONAL training and skills

* Online portfolio of written work: http://www.helenacrick.efoliomn.com/
* Medication Administration Training
* CPR (Infant-Adult), First Aid, Bloodborne Pathogens
* CDC Licensure Training (Phase 1 & 2)
* AMS Conference 2015