404.376.4211
teach.victoriajpayne.com
victoriaj@victoriajproductions.com

VICTORIA J. PAYNE

OBJECTIVE

Creative, resourceful teacher with proven ability to enhance students' performance by using data-driven instruction seeking a position as a 3rd – 5th Grade Math Teacher.

RELEVANT ACCOMPLISHMENTS

- Rated "Exceeds Expectations" in 6 domains on PDAS (2015).
- Recognized by **Achievement Network** for excellence with the use of data driven instruction to achieve outstanding results in students' performance (2014).
- Rated an "Effective Teacher," IMPACT rating system (2011 – 2014).

EDUCATION

HOWARD UNIVERSITY: WASHINGTON, DC   **M. ED, 2011**

Major: Curriculum and Instruction, Elementary Education   **GPA 4.0**
Honors Received: Helen M. Rand Endowed Scholarship ♦ Trustee Scholarship ♦ Maryland Association of Teacher Educator's Distinguished Teacher Candidate Award ♦ ETS Recognition of Excellence

OGLETHORPE UNIVERSITY: ATLANTA, GA   **B.S., 2004**

Major: Business Administration, concentration in Marketing   **GPA 3.6,** *Cum Laude*
Honors Received: Beta Omicron Sigma Business Honorary ♦ Omicron Delta Kappa National Leadership Honorary ♦ Dean's List ♦ William A. Egerton Memorial Endowed Scholar

COMPUTER PROFICIENCIES

- **Microsoft Programs:** CRM, Office Suite, Project, SharePoint, SP Designer, Visio
- **Adobe Programs:** Photoshop, Acrobat, InDesign, Dreamweaver, Flash, Lightroom
- **Other Programs:** Crystal Reports, ST Math, WordPress, Weebly, Edmodo, Kahoot!

EXPERIENCE

ELEMENTARY TEACHER, NORTH EAST INDEPENDENT SCHOOL DISTRICT

2014 – Present   *San Antonio, TX*

- Created unit wrap-up projects that allowed students to apply the taught skills.
- Designed review games and activities with peer coaching.
- Organized a school-wide march during Black History Month to commemorate historic Selma to Montgomery march on its 50th anniversary.
- Facilitated the Robotics club after school.
- Planned math units for 4th grade team to address the demands of new TEKS with scaffolds, hands on activities, and gradual release strategies.

ELEMENTARY TEACHER, DISTRICT OF COLUMBIA PUBLIC SCHOOLS

2011 – 2014   *Washington, DC*

- Taught math on departmentalized 4th grade team and significantly impacted grade level growth, including one student scoring a perfect score on state assessment.
- Created unit wrap-up projects that allowed students to apply the taught skills.
- Collaborated with colleagues on grade level teams to plan and execute unit plans.
- Implemented review games with teams of mixed abilities and peer coaching.
- Coached students in oratory and entered 5 students into the Frederick Douglass Annual Oratorical Contest. One student was awarded 2nd place in this national

competition.

- Asked to join as a 3rd grade teacher at the end of the internship. After second year as a 3rd grade teacher, asked to loop to 4th grade with students.

PHOTOGRAPHER AND WEB DESIGNER, VICTORIA J. PRODUCTIONS, LLC

2009 – 2014   *Hyattsville, MD*

- Designed custom websites using HTML, Flash, and CSS for clients by gathering requirements, drafting design concept, and implementing the approved design.
- Photographed events, weddings, and portraiture as contracted and edited images.

KNOWLEDGE MANAGEMENT CONTENT COORDINATOR, FOX ROTHSCHILD LLP

2007 – 2009   *Philadelphia, PA*

- Served as web designer of project to migrate Intranet site from classic .asp platform to Microsoft SharePoint 2007 platform.
- Generated reports on site usage metrics and increased awareness of internal databases.
- Trained users on general usage of Intranet, posting content to Intranet, and best practices.
- Upon resignation from full-time position (August 2009), asked to stay on board part-time until replacement was hired. After replacement was hired and beyond with assignments on special projects.

KNOWLEDGE MANAGEMENT CONTRACTOR, DELOITTE SERVICES LP

2005 – 2006 (Intern, 2003)   *Atlanta, GA*

- Managed several key components of a large scale web design project.
- Maintained and researched industry-specific information.
- Completed analyses on usage and effectiveness of processes to track client wins.
- Started as intern, then promoted to Knowledge Management Associate.
- Asked to return to assist during transition of several roles to India.