

Graduate with Bachelor's Degree

Jenia Lubedev

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EDUCATION

Bachelor of Science in Environmental Science June 2014
Portland State University, Portland, OR

EXPERIENCE

Paraeducator Substitute Sept. 2014 - present
Portland Public Schools, Portland, OR

- Implement instructional and behavioral strategies in the classroom and other supervised learning environments.
- Assist with the preparation of instructional/learning resources.
- Support, strengthen and encourage families' participation in their child's learning experience.
- Perform medical protocols as delegated by registered nurse.

Teen Director May - August 2014

YMCA Camp Collins, Portland, OR

- Worked with Program Director to design, develop and implement teen program.
- Provided leadership, guidance and support for teen counselors and Program Coordinators. Responsible for overall unit operation: tone-setting, camper behavior management, communicating with parents, scheduling, staff evaluations and coordinating activities and off-site trips.
- Assisted in staff hiring and orientation.
- Co-created the YMCA's Teen Program, which serves as California's state-wide model for adolescent leadership development

Field Instructor February - April 2014

Northwest Outdoor Science School, Northwest Regional Education District, Hillsboro, OR

- Trained and mentored volunteer counselors to teach field study content to elementary students.
- Developed lesson plans and outlines of duties for counselors and teachers.
- Prepared teaching and student guides along with instructional materials.
- Facilitated student use of the small group discovery method.
- Met with teachers on a daily basis to plan age appropriate instructional activities.
- Designed and implemented surveys and other assessment instruments to evaluate program and instruction quality. Survey currently being used to assess program.

Program Coordinator, Cabin Counselor Summers 2011, 2012, 2013

YMCA Camp Collins, Portland, OR

- Worked closely with cabin counselors to provide constructive guidance for cabin groups of 10-12 campers aged 6-17.
- Led, guided and ensured the emotional and physical safety of one cabin. Acted as teacher, mentor, and activity facilitator.
- Developed and taught high quality, interactive workshops on leadership, personal development, risk management and peer pressure.
- Invited to apply for Teen Director position based on excellent performance.

SKILLS AND CERTIFICATION

MS Office: Proficient in Word, Excel, PowerPoint

Outdoor: Experience rappelling, orienteering, tracking and star study

American Red Cross CPR (exp. 12/2020)