**PEGGY**

[**PEGGY.336835@2freemail.com**](mailto:PEGGY.336835@2freemail.com)

**Early Childhood Educator**

**Child Development Associate**



\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**KEY RESPONSIBILITIES**

* *Four and a half years* of hands-on experience working with

Infants, Toddlers & Twos and Pre-schoolers (Ages: **4 months to 4 years**)

* Experienced in planning, developing and facilitating programs and activities
* Ensure children are supervised at all times
* Mentoring: model, demonstrate and teach positive values, positive thinking,

as well as social and emotional competencies

* Assess children's learning and development and report performance to families in written format
* Host parent-teacher interviews in order to provide feedback on the child's development
* Coordinate and work as part of the childcare team (infants, toddlers & twos, preschool) to supervise and support all children
* Keep parents informed of program expectations and program activities
* Ensure that equipment and facilities are clean, safe and well-maintained
* Establish routines and provide positive guidance
* Create exit reports or developmental assessments for presentation to families
* Provide staff trainings on centre policies and procedures as well as topics relating to early childhood care

**PROFESSIONAL EXPERIENCE**

**Bright Horizons**® **(The Children’s Centre at Goldman Sachs - Bangalore, India)**

* **PROGRAM COORDINATOR**

**September 2014 – July 2016**

* Worked with teachers on creating developmentally appropriate learning opportunities that

empower children to be confident, successful, lifelong learners

* Conducting weekly classroom planning meet with teachers and training them on the policies
* Conducting bi-annual Parent-Teacher conferences
* Supervise all classroom practices - room arrangement, lesson plans, daily schedules, routines,

and transitions to assure their adherence to program policies

* Supervise children's assessment, including weekly observations in each developmental area,

individual children's assessment data entry and outcome reports

* **TEACHER**

**March 2012 – July 2016**

* Plan and implement programs that meet the physical, emotional, and social needs of children

(Ages: **4 months to 4 years**)

* Assist children in developing self-esteem and confidence
* Ensure classroom management at all times
* Organize weekly and monthly schedule of activities
* Review and Approve individual teacher's written observations of each child
* Support and guide teachers in daily, weekly, and long-range planning based on observational assessment across all areas of development and learning with intentional, focused, performance-assessment tasks for selected objectives
* **CO-ORDINATOR** of **‘Emergency Back-Up Care Program’**

**June 2012 – July 2016**

* Plan developmentally appropriate learning experiences for Back-up children

(Ages: **12 months to 4 years**)

* Documenting and displaying the efforts of individual Back-up child by providing mementos of the child's experience within the program to the parents

**EDUCATIONAL QUALIFICATIONS**

|  |  |  |
| --- | --- | --- |
| **Degree/Diploma** | **University/Institution** | **Year** |
| *Bachelor of Early Childhood Education -*  *Certificate in Early Childhood Education (Level 5)* | *New Zealand Tertiary College* | *Ongoing* |
| *Advanced Diploma in Pre & Primary Teachers’ Training*  *with specialization in Language Development (Phonology) & Classroom Management* | *American TESOL Institute* | *2016* |
| *Certificate in Montessori Teachers’ Training* | *American TESOL Institute* | *2015* |
| *IELTS Academic Band Score 7*  *Speaking: 8 / Writing: 6 / Listening: 7.5 / Reading: 6* | *IDP Education India Pvt Ltd* | *2015* |
| *Child Development Associate (CDA) Credential™ (assessed as Certificate lll level education and care by ACECQA)* | *Council for Professional Recognition* | *2013* |
| *German – B1 Level* | *Goethe-Institut* | *2012* |

**LANGUAGES**

|  |  |
| --- | --- |
| * **English** – *Native or bilingual proficiency* | * **Hindi** – *Native or bilingual proficiency* |
| * **German** – *Limited working proficiency* | * **Khasi** – *Native or bilingual proficiency* |

**CERTIFICATIONS**

* ***Basic Life Support (BLS)*** Training from *Manipal Hospitals*, Bangalore
* ***First Aid Provider Course*** Training from *Manipal Hospitals*, Bangalore
* ***Teaching Strategies* GOLD®** for Early Childhood
* ***Essentials for Montessori: Caring and Learning*** from *Bright Horizons University*
* ***CDA Curriculum Pam Cross’ Cohort Group*** from *Bright Horizons University*
* ***Diversity Awareness – Classroom Training*** from *Bright Horizons University*
* ***Proving World Class Transitions in Full-Service Care*** from *Bright Horizons University*
* ***Providing World-Class Relationships with All Families*** from *Bright Horizons University*
* ***Creating a Reading Culture: Reading Aloud*** from *Bright Horizons University*
* ***The World of Back-Up: It rocks!*** from *Bright Horizons University*
* ***The Clinical Psychology of Children & Young People*** from *University of Edinburgh (Coursera)*
* ***Certificate in Web, Graphic Designing & Multimedia*** from *Arena Multimedia*, Shillong