

Richard E. Poulin III

ICT Teacher/Technology Integrator



To Whom It May Concern,

It is my objective to obtain a rewarding educational leadership position that will utilize my passion for teaching and learning. I want to become a member of an educational community that supports life-long learning and working as a team to offer the best educational services.

As an innovative Technology Integrator with extensive experience providing leadership and innovation for enhancing teaching and learning through the identification, evaluation, adoption, and integration of effective educational innovations into the school's curriculum. I possess a strong ability to engage the academic community in the exploration, discussion, and assessment of educational technology and work collaboratively across the school, and to complete duties and responsibilities in compliance with school values, curriculum, and policies. These points coupled with my proven success in establishing and maintaining positive and effective working relationships with students, employees, and families, while providing maximum technological flexibility.


My core strengths include, but are not limited to:


- Demonstrated experience across multiple functional areas including technology integration, teaching, instructional design, strategic planning, and sales/marketing.
- Ability to apply various instructional design approaches to learning content and to professionally design and implement engaging and effective teaching and learning strategies.
- Superior interpersonal and persuasive verbal/written communication skills.
- Proven ability to work collaboratively with others as a team player and a "diplomat" who can build consensus and be persuasive across a highly complex organization.
- Demonstrated ability to organize, prioritize, and work in a multi-tasking, high-pressure environment while remaining current with changing technology.
- Outstanding problem solving, organizational and analytical skills with exceptional facilitation, collaborative, and coordination abilities.
- Knowledge of multiple educational programs and applications with the ability to quickly learn new programs.

I welcome an opportunity for a personal interview to discuss potential educational positions and the results you can expect from me in addressing your needs.

Yours sincerely,

Richard E. Poulin III

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TEACHING

I believe in supporting students to become independent life-long learners that take ownership in their education. I aim to create a learning environment that is student-centered and promotes inquiry. Students will feel safe, curious, and apart of a community of learners. I strive to make learning fun, authentic, and hands-on. I believe in differentiated learning and promoting multiple intelligence to help all students reach their full potential.

MISSION

Support students, teachers, and families to use technology authentically and appropriately to enhance teaching and learning in a collaborative environment.

EDUCATIONAL PHILOSOPHY

As a former international student and growing up to become an Adult Third Culture Kid, I understand the importance of an international education and the benefits of attending a World School. A World School is a community of global leaders who are life-long learners that appreciate other cultures while also understanding the uniqueness of their own. A World School's vision is visible in all aspects of its community.

I understand that importance of building a strong foundation that is sustainable as well as visionary. I believe technology should support students to become independent and collaborative digital citizens that use technology authentically and appropriately to enhance learning, communication, and creativity.

Technology is an essential tool and skill for students and teachers. I aim to use technology to support a internationally-minded program, build digital citizenship characters, enhance communication and collaboration, and promote culture and identity in a world context. This can be achieved through strong leadership, meaningful role-modeling, and strategic planning with all stakeholders.

Cognitive research shows that students are able to learn better through practical experiences and when they have opportunities to solve real-life problems, as opposed to traditional didactic teaching models (American Institute for Research, 2016). Technology is an essential tool to help schools reorganize curriculum and instruction to support **authentic learning**.

When technology is used authentically, it has the power to allow students to conduct projects that are changing the traditional thought of how learning takes place. Today, the classroom extends beyond the walls of the school and education is allowing students to see real-world use and application of information they research. Technology becomes a tool that helps drive informative instruction and provide an enhanced learning experience.

Technology should no longer be just a skill that is only taught as a separate class. Instead, students should use technology daily in the classroom as a tool to help accomplish learning objectives and goals. Effective integration of technology provides opportunities for students to independently select the appropriate technology tools to help them quickly access information that can be analyzed and synthesized, in order to be professionally presented.

I aim to leverage technology to support our educational team in developing a learning culture that supports an environment where students' work is interdependent, where they are required to share responsibility and must make substantive decisions with others. The goal is to continue to transition the learning culture from being a model of individuality to one of collaboration.

My goal is to prepare students for a future that will be dynamic and constantly changing. To achieve this, students must be life-long learners and motivated to take ownership of their learning. Knowledge is no longer static and students should not be expected to just recite information. We are already swimming in a sea of information and the rate at which information is updated will only increase. Students must know how to find reputable sources of information and then use that information to engage in deep learning so they can construct their own knowledge and understanding about the world around them.

To accomplish all of this, I will unite a team of effective teachers. I believe that a leader should role model the change and demonstrate how to take theory and put it into practice. With proper management of a technology integration team, we can support teachers in class and provide professional growth. By harnessing the power of synergy we will achieve our shared goals and much more.

The power of **effective teachers** and the vital role they play in developing successful students cannot be underestimated. Studies have shown that no matter how many resources a school had or didn't have, the teacher always played the most important role in the lives of students (D. Tucker, 2005). As collaborative member and leader, this fact will be evident in my actions. I aim to provide teachers with the tools to help them enhance their teaching skills and to make their objectives easier to accomplish.



Richard E. Poulin III
November 2017

1. American Institute for Research (2016). *Does Deeper Learning Improve Student Outcomes? Results From the Study of Deeper Learning: Opportunities and Outcomes*.

2. D. Tucker, Pamela & H. Stronge, James. (2005). *Linking Teacher Evaluation and Student Learning*. Association for Supervision and Curriculum Development. .



JOB EXPERIENCE

ICT INSTRUCTOR/TECHNOLOGY INTEGRATOR

KEYSTONE ACADEMY (BEIJING, CHINA), 2016-PRESENT

- * Deliver ICT instructions for grades 3-5 and technology integration
- * Support teachers and admin integrating technology
- * Coordinate schoolwide assessment testing and reporting
- * Schedule classes, teaching, and student timetables
- * Coordinate professional development activities directly related to the integrated use of technology in all content areas by student demonstration projects, classroom demonstrations, team teaching, and workshops
- * Collaborate with teachers in composing effective technology-infused, content-based lessons, and support the teachers as they implement the lessons in their classrooms
- * Articulate appropriate instructional technology practices as described in technology standards for students and teachers
- * Works with curriculum staff to develop and implement technology-enhanced curriculum integration projects
- * Demonstrate knowledge of latest computer, media, communication, web-based tools, curriculum design, and working knowledge of instructional design and assessments
- * Present information to parents regarding the school's technology program and provide support for integrating technology at home

DIRECTOR OF MARKETING & ADMISSIONS/TECH COACH

MAGIC YEARS INTERNATIONAL SCHOOL (BANGKOK, THAILAND) | 2015 – 2016

- * Managed marketing and communication, while overseeing budget and newly established department
- * Coordinated events. Managed online web presence and social
- * Supported teachers and students with technology integration and IT support
- * Collaborated with other managers in establishing and achieving monthly new student goals and enrollment plans
- * Managed and taught afterschool and Saturday ESL classes
- * Developed and implemented innovative marketing plans
- * Recommended purchase of hardware, software and IT resources
- * Worked on creating and maintaining the admissions budget

REGIONAL SUPERVISOR

ETON KIDS INTERNATIONAL SCHOOL (BEIJING, CHINA) | 2014 – 2015

- * Trained, evaluated and supported more than 120 Kindergarten teachers at 45 campuses in the Beijing region
- * Managed promotional events to promote and advertise the ETON Kids schools
- * Conducted professional development and training workshops to enhance and motivate teachers
- * Applied leadership and analytical skills to execute company mission
- * Established consistency among teaching population to deliver curriculum consistency

SUBSTITUTE TEACHER

INTERNATIONAL SCHOOL BANGKOK (BANGKOK, THAILAND) | 2013 – 2014

- * Served as on-call substitute teacher for K-12
- * Provided immediate lessons for teachers unable to attend class
- * Directed the learning of the class and maintained the academic progress
- * Maintained effective classroom management strategies and applied advanced teaching capabilities in all subject areas
- * Led maker space and design thinking extracurricular activities
- * Maintained classroom climate that is conducive to learning environment

EDUCATION

M.A. in Education K-12

IB Concentration & PYP Certificate
Bethel University, USA | 2018

Bachelor of Business

Bangkok University, Thailand | 2006

Associate of Arts

University of Maryland, USA | 2002

ATTRIBUTES

- * Tech Integration
 - * Web Design & Coding
 - * Parent Communication
 - * Teamwork
 - * Professional Development
 - * Leadership
 - * Student Information Systems
 - * Learning Management Systems
 - * Multimedia Production
 - * STEM/STEAM
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LANGUAGES

English

Japanese

Thai

MEMBERSHIPS

Association of American Educators

2017 - Current

CUE

2017 - Current

ISTE Educator Member

2017 - Current

RoundSquare

2016 - Current

Seesaw Ambassador

2016 - Current

Google Educator Level 2

2016 - Current

Microsoft Innovative Educator

2016 - Current

SALES & MARKETING MANAGER

THAIMED INTERNATIONAL (BANGKOK, THAILAND) | 2006 – 2015

- * Arranged meetings with partners which required conversing in English, Thai, and Japanese to negotiate contracts. Partners included transportation, lodging, restaurants, tour agencies, hospitals, dental clinics, and retail stores
- * Created websites, blogs, graphics, databases, and digital assets
- * Provided English training for nurses to improve services
- * Utilized Social Media to implement events, promotions, and campaigns
- * Developed annual marketing plan and assisted in creating the operational budget resulted in increased customer base

SALES & MARKETING MANAGER

BANGKOK SMILE DENTAL CLINIC (BANGKOK, THAILAND) | 2005 – 2006

- * Established an international marketing program
- * Negotiated corporate relationships with companies that entitled partners to discounts and credit in for customer loyalty and marketing
- * Developed and maintained all international marketing materials including but not limited to; collateral, website presence, and promotional items
- * Provided English training courses for Thai co-workers
- * Established and managed budgets for international programs

AUTOMATIC DATA PROCESSING EQUIPMENT SPECIALIST

MCCS (OKINAWA, JAPAN) | 2002 – 2005

- * Responsible for tracking of all technology, worth an excess of \$1 million
- * Received equipment and assigned control tags.
- * Created a detailed tracking database
- * Established instructions designed to create an efficient inventory
- * Assigned to complete bi-annual audits of company IT equipment
- * Performed analytical, evaluation, management, and maintenance duties related to computers, software, and peripherals



PROFESSIONAL DEVELOPMENT

- Finalsite Workshop, 2017
- EPIC! Literacy Certified Teacher, 2017
- Certified Microsoft Innovative Educator, 2017
- Microsoft Educator Community Influencer and Contributor, 2017
- Google Educator, 2017
- UWF Teacher Certification, 2017
- ITSE Conference, 2017
- MAP NWEA Workshop, 2017
- 21st Century Learning Conference, 2017
- Office 365 Education Summit, 2016
- Seesaw Digital Portfolio Ambassador, 2016
- IPC Professional Learning, 2016
- Eduro Learning Create, Capture & Curate, 2016
- IB PYP Inquiry, 2016
- PBS Blended Learning and Flipped Classroom, 2016
- PBS Promoting Digital Literacy and Citizenship, 2016
- EDUCCA Looking for Learning, 2015
- Design Thinking, 2015
- American Montessori Society Training, 2015
- Student Centered Learning Workshop, 2014
- Positive Discipline Training, 2014
- EARCOS Assessing Assessments, 2013
- TESOL Certificate, 2012
- EARCOS Teaching to Both Sides of the Brain, 2012
- Thai Language and Culture Course ISAT, 2011
- IB Workshop (Making the PYP Happen), 2010

EXPERTISE

Instructional Technology
Curriculum Development
Computer Programming/Coding
Educational Advancement
Staff Relations
Project Management
Analytical & Critical Thinking
Judgment and Decision Making
Administration & Management
Strategic Planning/Execution
Delegation and Supervision
Complex Problem Solving
Web-Based Technologies
Digital Design/Publishing
Blogs and Article Writing
Photography and Video
Conflict Resolution
Training & Development
Outstanding Communication Skills
Coordination/Team-Building/
Leadership
Website Design
Network Management

PRACTICUM

English Teacher (2013)

Satriwithaya Girls School, Bangkok Thailand

English Teacher (2012)

United Educational Consultants, Bangkok

Tutor (2011)

Manhattan English School, Taoyuan, Taiwan

Consultant (2010)

Columbia Consulting Company, Taiwan

English Teacher (2005)

Marilyn English Agency, Ratchaburi, Thailand

Internship (2004)

MCCS Internal Control, Okinawa, Japan

VOLUNTEER

Thailand Coastal Conservation, 2017
ESL Saturday School, 2015
Beijing Sun Village, 2014
Habitat For Humanity, 2013
Fatima Good Shepherd, 2012-2013
Klong Toey Kindergarten, 2005
Phayathai Orphanage, 2004



REFERENCES

AVAILABLE UPON REQUEST

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