

JOCELYN N. CLAYTON

<https://jocelynclayton.wixsite.com/resume>

16753 Century Trail
Burlington Junction, MO 64428

jocelynclayton17@gmail.com
(660) 254-7802

EDUCATION

The University of Nebraska-Lincoln, *Lincoln, NE*

Expected Graduation: May 2023

Degree: M.A. in Composition and Rhetoric

Park University, *Parkville, MO*

Cumulative GPA: 4.1/4.0

Degrees: B.A. in English and B.S.E. in Secondary Education

Graduation Date: May 2021

HONORS AND AWARDS

English Department Honors, *Park University (2021)*

Making a Difference Award, *Park University (2021)*

- Given to the junior or senior teacher candidate who best exemplifies commitment to service through their coursework, field experiences, and service.

The Outstanding Parkite Award, *Park University (2021)*

- Given to two students who best exemplify the ideals of the University in their character, conduct, scholarship, and student activity participation.

Dr. Doris Howell Leadership Award, *Park University (2020)*

- Given to students who distinguish themselves uniquely as leaders and represent the spirit of Park University by showcasing the core values of the University.

Phi Beta Lambda (PBL), *State and National Conferences*

- Job Interview, National 1st Place, State 1st Place (2021)
- Future Business Educator, National 4th Place, State 1st Place (2020)
- Business Decision Making, National 7th Place, State 2nd Place (2019)
- Website Design, National 3rd Place, State 2nd Place (2019)
- Administrative Technology, National 3rd Place, State 1st Place (2018)
- Business Communication, National 7th Place, State 1st Place (2018)

Presidential Scholar, *Park University (2019, 2020, 2021)*

Dean's List, *Park University (2017-2021)*

Presidential Scholarship Recipient, *Park University (2017-Present)*

Toni Griggs Award, *Park University (2019)*

- Given to honor students who have made an outstanding contribution to Park through leadership, service, or work performance.

Education Department Honors, *Park University (2019)*

RESEARCH AND PRESENTATIONS

"Ambiguity, Antiquated Settings, and Cultural Commentary: Adapting Gothic Texts for Film." Park University English Department (Literary/Rhetorical Analysis), Dec. 2020

"How to Serve Communities Virtually." Missouri Phi Beta Lambda (Workshop), Nov. 2020

"Virtual Engagement in Student Organizations." Park University Student Life (Presentation), Sep. 2020

"The Concept of Hesed in Cambodian Genocide Literature." Honors Academy (Literary Analysis), May 2019-May 2020

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“From Two Cultures to One Identity.” Sigma Tau Delta National Conference (Literary Analysis), Accepted
Dec. 2019

“Red as a Metaphorical Language.” Sigma Tau Delta National Conference (Literary Analysis), Accepted
Dec. 2019

“How to Break the Ice.” Missouri Phi Beta Lambda State Leadership Conference (Workshop), Apr. 2019

“Straws.” Sigma Tau Delta National Conference (Creative Fiction Work), Mar. 2019

PRACTICUM EXPERIENCE

Student Teaching, *North Platte High School*

Jan. 2021-May 2021

- Developed curriculum for LA I and seventh grade courses, adjusting for academic needs.
- Taught writing and reading mini lessons in sixth, eighth, sophomore, junior, and senior classes.
- Collaborated with teachers and administration to build welcoming atmospheres for all students.

Teaching Field Experience II, *Oak Park High School*

Sep. 2020-Dec. 2020

- Observed AP Language, freshmen intervention, and ELA II courses while answering questions.
- Assisted cooperating teacher to brainstorm lesson plans and ensure students completed work.
- Designed and taught lessons according to Missouri Learning Standards while being observed.

Teaching Field Experience I, *Faith Christian Academy*

Jan. 2020-Mar. 2020

- Observed teaching strategies of my supervising teacher for eighth through twelfth grades.
- Created appropriate lessons according to Missouri Learning Standards about classroom content.
- Taught class periods throughout the semester while being observed by a practicum coordinator.

EMPLOYMENT

Writing Tutor, *Park University Academic Success Center*

Aug. 2018-Present

- Instruct students in writing and English by revising and providing feedback on written works.
- Aid international students with English vocabulary, grammar, phrasing, and sentence structure.
- Teach undergraduate and graduate students study skills, including reading comprehension.

Research Assistant, *The University of Nebraska English Department*

Aug 2021-Present

- Research varying English topics for English department professors.
- Locate and discern source materials for time-sensitive research projects.
- Work in the writing center at the front desk to ensure appointments run smoothly.

Student Ambassador, *Park University Parkville Campus Admissions*

Jan. 2018-Dec. 2020

- Gave tours to prospective Park University students in large groups and/or to individual families.
- Assisted the Admissions Office in office work, including filing documents or stuffing folders.
- Facilitated and engaged in group discussion with parents about the safety and support at Park.

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Rise Assistant, Oakhill Day School

Aug. 2019-Mar. 2020

- Watched 18-months to 5-year-old children before school began for 1.5 hours.
- Facilitated play and harmony among the students, including discipline and structure.
- Monitored behavior and assisted students in eating, coloring, and other fine-motor skills.

In-Home Special Needs Tutor, Missouri Department of Mental Health

Aug. 2019-Mar. 2020

- Tutored a 19-year-old student with autism regarding handwriting, reading, and comprehension.
- Assisted the student with washing hands, eating properly, and other hygiene matters.
- Communicated with parents about the student's progress in set goals and skills.

Summer Conference Assistant, Park University Residence Life

May 2019-Aug. 2019

- Prepared rooms for conferences including family reunions and high school groups.
- Held the 24-hour phone which summer residents and conference groups called for assistance.
- Completed two rounds of both residential buildings to ensure safety and rule compliance.

Marketing Freelance and Therapy Assistant, Baker Chiropractic and Rehab

Aug. 2016-Oct. 2018

- Designed bulletin boards advertising upcoming events, promotions, and patient activities.
- Created flyers for and promoted "Patient Appreciation Day" once quarter.
- Instructed patients in five stretching or therapeutic stations while also running the front desk

STUDENT ORGANIZATIONS

Phi Beta Lambda (PBL), National business leadership organization

- Chapter President (2017-2021)
- State President (2019-2021)
- State Secretary (2018-2019)

Sigma Tau Delta, International English honors society

- Chapter Treasurer (2019-2021)
- Chapter Secretary (2018-2019)

Revive, Inter-Varsity non-denominational Christian organization (2017-2021)

National Society of Leadership and Success (NSLS), Honor society (2018-2021)

Alpha Chi, Honors society for juniors and seniors (2020-2021)

Park Student Government Association (PSGA), Student government

- Secretary (2019-2020)
- Senator (2018-2019)

Crimson Dancers, Student-led dance group (2017-2018)

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COMMUNITY INVOLVEMENT

Blue Springs Optimist Club Firework Tent Sales (2016-2021)

Missouri Leadership Seminar (MLS)

- Senior Facilitator (2021)
- Junior Facilitator (2016-2019)
- Board of Directors Recruitment Assistant (2017-2018)
- Board of Directors Co-Alumni Director (2018-2019)

Parkhill Baptist Church (PHBC)

- Children's Church (2018-2021)
- Youth Volunteer (2019-2021)
- AWANA Cubbies Lead Teacher (2020-2021)

Parkville Community Band (2017-2019)

Phoenix Family HIKE Reading Tutor (2018-2019)

Red Cross Blood Drive Donor (2017-Present)

YouthFriends Elementary ELL/ESL Volunteer (2017)