

Jody Rutherford.

Bogota, Colombia. 314.372.2373. jody.rutherford@hotmail.com



To whom it may concern,

Your institute's dedication to facilitating the education process of your students has sparked my interest in joining your team. I wish to request that you consider my application for a teaching position at your school. The opportunity to expand my experience as a teacher in the MYP with an internationally-minded organization such as yours is very exciting, and speaks to my passion for the IB, for teaching, learning and exploring world issues.

Several years teaching the MYP in Tanzania and Colombia have provided me with a comprehensive study and understanding of the IB. I have spent time immersed in the IB teaching and academic philosophy, and have developed a passion for being part of student centered, differentiated learning process.

As an individual, I believe in community centered learning, especially in the Humanities, and strive to develop curriculum which relates to the real world. For example, as a Grade 9 IDU, I developed a unit with the final task of creating and documenting a local humanitarian project. The result: Project Mafia, a project which has been established on Mafia Island in Tanzania, and which has grown to raise funds internationally, even in my absence. This project has tackled issues such as Malaria prevention, HIV/AIDS awareness and rural education. A local dispensary was opened where none existed previously and provided with solar power (going green!).

In another instance, my Grade 7 class was able to visit a real African village, conduct case studies in rural schools and managed to send a child to school by providing him goods he could vend to pay fees.

I feel that teachers have the responsibility and exciting challenge of creating a stimulating environment which promotes creative and constructive learning. Children learn best when they actively participate in inquiry and when they experience learning through constructive lesson planning and student-led extensions. I believe that creativity is the key to personal engagement because it is inspiration plus individual expression that results in personal productivity. As teachers, we create the environment and provide the tools to facilitate such a process.

Education is, above all, the process by which a student learns the skills and concepts which will shape their perception and approach to the real world. Teachers and schools are therefore responsible for contributing to the shaping of well-balanced, thinking, open-minded and globally aware persons. The IB's dedication to such a process has convinced me of the superiority of this educational programme.

I have taken several opportunities to pursue specialized IB training and have benefitted from an MYP Humanities Training Workshop and the privilege of being invited to join the Personal Project Review Team under the supervision of Helen Jeffery: Curriculum and Assessment Manager for Personal Project. I have also been selected as a candidate for "test-running" the new MYP Humanities Guide to review and assess its readiness for global implementation.

I feel I would be an asset to your organization due to my dedication to the components of MYP teaching and my zeal for creative and individualized education. Please consider my application and attached CV for a position at your school. Thank you very much for your consideration.

Sincerely,
Jody Rutherford



SUMMARY OF QUALIFICATIONS: IB experienced and IB Humanities workshop certified (highest achievement level). Active participant in IB educational development; currently a member of the Personal Project Review Team and candidate for implementing and reviewing the proposed new Humanities Guide. Proven success as subject leader of curriculum development. Creative and personal teaching style. Excel when handling multiple responsibilities. Experience living and working abroad. Well-traveled and well-adjusted. Highly motivated, dependable and flexible. Bilingual: Spanish. Well-developed Swahili speaking skills; trained in Literature and Linguistics. Experience in leadership, organization and multi-tasking. Mac and PC literate. Ability to work independently or as part of a team. Excellent time management skills, fast learner and hard-working. Dedicated and committed to success and community improvement.

SELECTED SKILLS AND ACCOMPLISHMENTS

Supervised and guided the development and assessment of several **Personal Projects** by investing time, effort and sincere interest in the development of each student's individual process. Built relationships with students of various backgrounds and languages by working collaboratively while giving each student space to generate and effectuate their own unique ideas. Helped students incorporate meaningful elements of their life with MYP concepts and guidelines in order to fully realize the purpose and function of International Baccalaureate as a truly practical and personal learning philosophy and programme.

Developed and facilitated an LED workshop on **creativity** for a teacher-training course at Dar es Salaam International Academy, Tanzania and Colegio Anglocolombiano, Colombia. Created a booklet with videos and activities designed to help teachers encourage personal creativity in the classroom and increase constructivity.

Recognized and awarded as a **stand-out teacher** after one year in the Humanities position at Dar es Salaam International Academy. Commended for creating a comprehensive and innovative Humanities curriculum and for ability to adapt to a dynamic environment and contribute to a stimulating teaching environment despite the challenges of living as an expatriate in a foreign culture, language and climate. Received a perfect evaluation in second teaching year.

EDUCATION

2012	Inquiry Based Learning Training Program: Completed
2011	Bilingual Education Training Program: Completed
2010	English Second Language (ESL) Student Adaptation Workshop: Completed
2010	International Baccalaureate Humanities Workshop Certificate: Level 4 in all criteria
2005-2009	Honors Bachelor of Arts: University of Toronto Humanities and Social Sciences; Double Major in Spanish and East Asian Studies
Summer 2006	Contemporary Mexican Art and Politics, Spanish Grammar High Level Credits: University of Guadalajara

EMPLOYMENT

2011-Present	Colegio Anglocolombiano, Bogota, Colombia; International Baccalaureate MYP <i>Humanities Teacher, Grade 6; Form Tutor</i> Year 2 Humanities teaching and curriculum development, Form Tutor group leader, Citizenship Program Facilitator, Personal Project Supervisor.
2009-2011	Dar es Salaam International Academy, Dar es Salaam, Tanzania: International Baccalaureate MYP <i>Humanities Department Head, Humanities Teacher, Language A (English) Crossover Teacher</i> Years 1-5 Humanities teaching and curriculum development, AOI Leader (Health and Social Education), Language Steering Committee, Events Coordinator, Activity Supervisor (Girl's Boot Camp), Grade 9 Homeroom, Community and Service Leader (Marine Conservation Group), Director of Performance, Personal Project Supervisor, Moderator.

COMMUNITY VOLUNTEERING

2009-2011	Project Mafia: Personally developed and facilitated humanitarian project: raised funds annually to purchase and deliver disease prevention goods to a poor Tanzanian island community (mosquito nets, dental hygiene products, mosquito coil, shoes etc.) and produced and supervised accompanying annual awareness program in cooperation with village head and island MP.
2009-2010	DIA: Swimming program for local Tanzanian disadvantaged children; Marine Conservation with local NGO