



## Elementary School Principal

# Melanie Green

### Professional summary

Dedicated Elementary School Principal with 9+ years of experience in fostering a nurturing and inclusive learning environment. Proven track record of improving student achievement by 18% and leading school improvement initiatives at Washington Hills Elementary School. Adept at developing teacher training programs and engaging parents and the community.

### Experience

## Elementary School Principal

July 2018 - Now

Washington Hills Elementary School / Singapore, Seattle, WA

- Lead academic and administrative operations for a K-5 school with 500+ students, focusing on academic growth and inclusivity.
- Spearhead literacy programs that enhance reading proficiency by integrating innovative teaching methods and parent involvement.
- Collaborate with teachers and staff to develop data-driven instructional strategies that improve student outcomes.
- Engage with the community and parents, increasing participation in school events and initiatives by 35%.

## Assistant Principal


August 2013 - June 2018


Greenwood Elementary School / Portland, OR


- Designed and implemented a mentoring program for new teachers, improving retention rates and instructional quality.
- Facilitated data-driven interventions that led to a 10% increase in math scores across all grade levels.
- Coordinated school-wide behavior management programs that reduced disciplinary incidents by 20%.
- Organized professional development workshops focused on differentiated instruction and student engagement.

### Professional Affiliations

- Member, National Association of Elementary School Principals (since 2019)
- Board Member, Seattle Educational Leadership Consortium (since 2015)
- Volunteer, Reading Partners Seattle (since 2012)

 (123) 456-7890

 emily.anderson@email.com

 Seattle, WA

### Links

LinkedIn: /in/melaniegreen

### Education

#### Master's in Educational Leadership

2010 - 2012

University of Washington

Seattle, WA

#### Bachelor's in Elementary Education

2004 - 2008


Oregon State University


Corvallis, OR


### Certifications

- Washington State Principal Certification (valid till 2026)
- Certified in Responsive Classroom Techniques (renewed in 2024)
- Trauma-Informed School Leadership Certification (issued in 2022)

### Skills

Curriculum Development 

Parental Engagement 

Data-Driven Decision Making 

Staff Professional Development 

Student Behavioral Management 