sharon brown

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519-281-2282

# summary

Dedicated Early Childhood Educator, Emerging Child and Youth Care Counsellor, Experienced advocate for children with exceptionalities.

# Experience

Nanny/Caregiver September 2020-Present

* Create developmentally appropriate programs for children.
* Follow safe practices.
* Develop flexibility and the ability to solve problems as

 they arise.

* Provide care for children from infants to school age.
* Communicate with parents.

Crayon Academy Inc - |Early Childhood Teacher Medicine Hat, AB July 2017-2019

* Followed Childcare Licensing Regulations.
* Observed and recorded children’s development and planned for extension based on their interests.
* Communicated with parents, other staff members and management. Attended staff meeting and professional development.

VIP Kid and Bling ABC - | TESOL Instructor, 2020

* Remote teacher of English and a Second Language.
* Delivered instruction using an interactive online interface.
* Prepared materials.
* Took part in ongoing training.
* Provided written feedback to parents at the end of each lesson.

Medicine Hat Women’s Shelter Society| Early Childhood Teacher| Medicine Hat Alberta|2015-2016

* Provided a sensory rich program for children who have been affected by family violence.
* Cultivated appropriate interventions for challenging behaviours.
* Modeled positive interactions.
* Created a predictable routine which allowed flexibility according to the needs of the children.
* Respected culture and diverse traditions of families. Followed Alberta Child

 Care licensing protocol.

* Cleaned building and sanitized equipment, keeping a record of tasks completed.
* Planned and implemented activities which were developmentally appropriate and according to the interests of the children.
* Kept a record of program statistics using Microsoft Excel.
* Communicated verbally and in written form with staff.
* Participated in professional development and training.

# Education

### College diploma (student) in Child and Youth Care Advanced Diploma

Algonquin College – Ontario September 2023 to Present

Semester 1: Earned placement on the Dean’s List with a GPA of 3.90

### Business Administration Diploma in Technology

Cypress College - Medicine Hat, AB September 2014 to February 2015

### English

Medicine Hat College - Medicine Hat, AB 2007

### Bachelor of Teaching Early Childhood in Teaching Early Childhood

Queensland University of Technology - Brisbane, AU 1994

High School Diploma

Pine Rivers High School - Brisbane, AU 1990

# skills|Certifications|licenses

### Critical Thinking.

### Ability to work as a leader and task delegator.

### Articulate public speaker. Knowledge of Microsoft Office including Excel, Outlook, Publisher, PowerPoint, Project, and Word.

### Typing average of 52 words per minute with 99% accuracy. Knowledge of conflict resolution strategies, customer service, self-leadership, resume writing, interview skills, personality dimensions, and time management.

### An understanding of verbal, written, and non-verbal communication and their role in effective team building.

## Ontario Human Rights Commission

October 2023

Call It Out - Racism, Racial Discrimination and Human Rights.

 Certificate of Completion.

## Worker Health and Safety in 4 Steps

October 2023

Ministry of Labour, Training and Skills Development, Government of Ontario.

## Customer Service Standard Training

October 2023

Access Forward

Integrated Accessibility Standards Regulations.

Certificate of Completion. October 2023

## Behaviour Management Systems Training

September 2023

Certification number 259449

## Standard First Aid| Canadian Red Cross

March 2022