

Craig Bouchard



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Early Childhood Educator

Massachusetts Licensure in Early Childhood Education

Spring 2019 (expected)

- **Anti-Bias Teacher:** Committed to creating a safe and enriching learning environment that reflects, supports, and respects the diverse strengths of all children within a school's community.
- **Proven Team Player:** Dedicated to collaboration, supporting and listening to colleagues, practicing clear communication, and approaching each day as a learning opportunity for both teacher and student.
- **Professionalism:** Prepared to connect with parents, work with fellow educators, and inspire students. Transitioning to career in education after years of successful work experience and empathetic staff management.

Teaching Experience

Shady Hill School

2018 - Present

1st Grade Apprentice Teacher (Spring 2019):

Cambridge, MA

- **Collaborating with co-teachers** to plan, teach curriculum (Literacy, ThinkMath! and Foundations), and manage classroom.
- **Leading reading group** of three students. Assessing reading skills and guiding content discussion and analysis.
- **Creating social emotional development unit** on Multiple Perspectives and power of empathy.

Kindergarten Apprentice Teacher (Fall 2018):

- **Full responsibility** for classroom routines during Lead Teaching days and Solo Week. Managed classroom setup, morning meeting, small and full group lessons/discussions, transitions, lunch, recess, dismissal, and communication with families.
- **Designed and executed lesson plans** throughout semester that integrated math, art, writing, social justice, and discussion; created an additional thematic focus on diverse families during solo week unit.
- **Reflected on best practices** and curriculum standards consistently with help of mentor instructors and co-teachers.

HappyFeet Boston

2017 - 2018

- Coaching position taught soccer classes to local preschool and daycare programs.
- Curriculum used songs, stories, and creative play to hone developmental skills and foster appreciation for fitness.

Education

Lesley University and Shady Hill School

Spring 2019 (expected)

Ed.M. in Early Childhood Education (GPA: 3.96)

Collaborative Internship Program

Cambridge, MA

Middlebury College

1998

Bachelor of Arts, English, *cum laude*

Middlebury, VT

Board Positions

Newton Community Farm

2013 - 2016

Fundraising Chair

Earthshare of New England

2009 - 2013

Clerk

Additional Professional Experience

Mass Audubon's Blue Hills Trailside Museum

2014 - 2017

Development Director

Milton, MA

- Out-the-door fundraiser responsible for identifying and cultivating prospective major, institutional, and deferred donors.
- Created brochures and on-line outreach promoting environmental education programs and nature summer camp.
- Conducted meetings to listen to concerned members and determine institutional interest, gift capacity, and philanthropic goals.
- Lead role in planning and executing events such as Circle of Friends stewardship spring fundraiser at private residence.

The Nature Conservancy

2006 - 2010

Senior Donor Relations Manager

Boston, MA

Donor Relations Manager

San Diego, CA

- Oversaw a donor portfolio ranging from 120 (California) to 400 (Massachusetts) individuals that required rigorous interaction through personal visits, field trips, letters, email, and phone calls.
- In both state chapters, devised strategy and served as lead for donor prospect field trips to various conservation projects. Communicated effectively with conservation and executive staff for maximum efficiency and return on donor engagement.
- Supervised two staff members within California Donor Relations Team and two individuals within Massachusetts Chapter.
- Selected to represent Massachusetts Chapter in 2010 Emerging Leaders Workshop, a series of management programs designed for the next generation of Conservancy leaders.

ROI Solutions, Inc.

2002 - 2005

Account Manager, Client Services

- Main liaison between clients and data programming staff, providing consultation, product support and project management for progressive non-profit clients such as Human Rights Campaign, The Interfaith Alliance, and Brady Campaign.

Louise Rosen, Ltd.

2001 - 2002

Assistant to Managing Director

Brookline, MA

- Supported Managing Director on project development for independent documentary producers.
- Previewed and evaluated projects, co-wrote and prepared quarterly sales newsletter, maintained company database, and represented company at non-fiction programming conferences and forums.

Small Angst Films

2000 - 2001

Assistant to Managing Director

Jamaica Plain, MA

- Worked with film director, Lucia Small, on indie documentary film, *My Father, The Genius*.
- Provided editing feedback, performed grant writing, organized a fundraising event, and managed five interns.

The Concord Cheese Shop

2004 - 2014

Cheesemonger

Concord, MA

- Part-time and seasonal retail role specialized in cutting and preparing fine cheeses from around the world.
- Discussed gourmet food with customers, continuously provided samples and generated product interest and education.

Additional Interests

Aspiring children's author (www.craigbouchardwrites.com) • Hiking enthusiast • Adventurous home cook • Arts & Culture