

ANDREA KITTELSON

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Highlighted Education

San Francisco State University – BCLAD Credential Program; Master of Fine Arts in Theater Performance

University of Minnesota – Bachelor of Arts in Theatre Arts with a Minor in Political Science

University of Lancaster in Lancashire, England – Junior Year Abroad

Teaching Credentials

Multiple Subject; Single Subjects in English and Spanish; BCLAD; Studio Teacher License; Certificate of Eligibility for Admin

Highlighted Employment

Essay Scorer for Educational Testing Service (ETS), Elwing, NJ: 09/10 – Present

Score EAP essays written by students applying for placement in the California State University (CSU) system.

Writer for Examiner.com of Clarity Media Group, Denver, CO: 03/09 – Present

Write a column regarding the Los Angeles comedy scene with emphases on stand-up comedy and live theater.

Teacher at Aspire Pacific Academy, Huntington Park. CA: 12/10 – 12/11

Taught ninth and eleventh grade English and founded the 3 Dollars 3 Hours project.

Teacher at Glendale High School, Glendale, CA: 08/07 – 08/10

Taught English and ELD, Grades 9-12, and Advanced Placement English Literature and Composition, Grade 12.

Teacher, Technology Mentor, ELD Department Chair and CSC Chair at Roosevelt Middle School, Glendale, CA: 4/05 – 08/07

Taught English and ELD, Grades 7-8; mentored teachers with regard to the use of technology; facilitated meetings.

Teacher and Math Department Chair at Anthony W. Ochoa Middle School, Hayward, CA: 1/01 – 6/04

Taught math, Spanish, English, history and drama to seventh and eighth graders; liaised between teachers and admin.

Writer, Editor, Narrator and Communications Specialist for BDG Publishing, Inc., Hayward, CA: 1/98 – 8/02

Wrote, edited and narrated electronic tutorials and created print advertisements for a technical education software company.

Bilingual Teacher and Co-Creator of Two-Way Immersion at Jefferson Year-Round Elementary School, Oakland, CA: 1/95 – 8/00

Taught English, Spanish, math, science, social studies and more to students in grades K-5; co-designed the dual language program.

Human Resources Recruiting Coordinator for Sybase, Emeryville, CA: 2/94 – 12/94

Coordinated the hiring of project managers and software engineers in a highly competitive and fast-paced environment.

Assistant Accountant and Fund-Raiser for Greenpeace in San Francisco, CA: 9/89 – 5/92

Assisted with AP and AR, managing several million-dollar accounts; canvassed door-to-door across the Bay Area; and toured with Robert Plant and Elvis Costello, raising funds and awareness for Greenpeace Action and Greenpeace USA.

Campaign Director of Voter Revolt's Proposition 103, Santa Cruz, CA: 8/88 – 8/89

Set up and managed one of Voter Revolt's most successful Prop 103 offices, training and managing over 200 employees.

Highlighted Leadership

3 Dollars 3 Hours Founder and Coordinator at Aspire Pacific Academy: 12/10 – 8/11

Founded this project that pairs public figures with freshmen in order to raise funds and encourage civic involvement.

WASC Team Chair at Glendale High School: 12/09 – 4/10

Led a team of approximately 30 faculty and staff members through the WASC accreditation process.

Technology Mentor, ELD Department Chair and CSC Chair at Roosevelt Middle School: 11/05 – 08/07

Coached fellow teachers on the integration of technology into the curriculum; facilitated department and CSC meetings.

Math Department Chair and Vice Principal Designee at Ochoa Middle School: 8/03 – 6/04

Enabled collaboration among teachers, making sure school, district and state goals were met; assisted with discipline.

Leader of Jefferson's Bilingual/Biliterate Action Team: 5/97 – 9/99

Planned meetings for a committee whose task was to redesign Jefferson's bilingual program to meet the goal of bilingualism and biliteracy for all 1,300 students; co-designed Jefferson's two-way immersion program.

Elected Chairperson of Jefferson Year-round's Faculty Council: 9/95 – 9/97

Organized and facilitated regular meetings between faculty and administration, determining important school policy.

Founder and Co-Artistic Director of *Hyde and Turk Performance Works* in San Francisco: 11/95 – 5/2000

Produced, wrote, directed and performed award-winning works of theater and performance art.

Visiting Director in Chiapas, México: 12/92 – 2/93

Directed hand puppet shows for the Mayan theater troupe *Sna Jtz'i Bajom*, which performed throughout México in Spanish, Tzeltal and Tzotzil for audiences of 3,000+ in the streets and plazas, encouraging the positive perpetuation of Mayan culture.

Interests and Special Skills

Theater, Film, Comedy, Improvisation, Music, Dance and Capoeira; Fluent and literate in Spanish; Technology proficient; Member of Mensa; a PEN Prison Writing Mentor; and a volunteer with Big Brothers and Big Sisters of Los Angeles