

Jennifer Jackson

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Wisconsin Rapids, WI 54494
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EXPERIENCE

Business & Information Technology Teacher, Nekoosa High School, Nekoosa, WI Career and Technical Education Department

August 2013—Present

- Developed Academic and Career Planning program for district
- Instructed courses in Career and Financial Literacy, Accounting, Publications, Web Site Design, Business Law, and online courses for virtual students
- Instructed transcribed courses from Mid-State Technical College in Microsoft Office-Introduction, Introduction to Business, Accounting I, and Marketing Principles
- Career and Technical Education (CTE) Coordinator: 2013—Present
- Future Business Leaders of America Adviser: 2013—Present
 - State Executive Board Adviser: 2015-2017
 - Planned and Hosted Regional Leadership Conferences: 2015, 2017
- Yearbook Advisor: 2013—Present

Business Education Teacher, Pittsville High School, Pittsville

Business Education Department

January 2009—June 2013

- Instructed courses in Accounting, Personal Finance, Desktop Publishing, Career/Employability Skills, Business Law, Yearbook, Web Page Design, Recordkeeping, Entrepreneurship, 8th Grade Business, 4th Grade Keyboarding
- Instructed transcribed courses from Mid-State Technical College in Microsoft Office-Introduction and Accounting I
- Developed curriculum for courses in Entrepreneurship, Web Page Design, Career/Employability Skills, and Desktop Publishing
- Future Business Leaders of America Adviser: 2010—2013
 - State Executive Board Adviser: 2013
 - Planned and Hosted Regional Leadership Conference: 2013
- Yearbook Advisor: 2011—2013

Business Education Teacher, Barneveld High School, Barneveld, WI

Business Education Department

August 2006—January 2009

- Instructed courses in Desktop Publishing, Careers/Employability Skills, Business Law, Web Page Design, Yearbook, School Newspaper, Work Study, Entrepreneurship, and Middle School Keyboarding
- School to Work Coordinator: 2006-2009
- Yearbook Advisor: 2006—2009
- Dance Team Coach: 2006—2009

CERTIFICATION

Business Education #1250—expires June 30, 2021
CESA 9-Wisconsin Virtual School Online Instruction Certification
Microsoft Office Specialist-Word 2013
Microsoft Office Specialist-Excel 2013
Microsoft Office Specialist-PowerPoint 2013

EDUCATION

Northern Arizona University, Flagstaff, AZ January 2009-August 2010
Master of Education
Major: Career and Technical Education

Winona State University, Winona, MN August 2001-May 2006
Bachelor of Science
Major: Business Education (Teaching)

PROFESSIONAL ORGANIZATIONS

Wisconsin Educators of Business & Information Technology (WeBIT): 2009-Present
Executive Board-District II Representative: January 2017-Present
National Business Education Association (NBEA): 2006-2012
Minnesota Business Educators, Inc. (MBEI): 2001-2006
North Central Business Education Association (NCBEA): 2001-2006

TECHNOLOGY

Microsoft Word	Microsoft Excel
Microsoft PowerPoint	Microsoft Access
Microsoft Publisher	Skyward Educator Access
Jostens Yearbook Avenue	Adobe InDesign
Adobe Dreamweaver	Microsoft Movie Maker
PowerSchool	

REFERENCES

Keith Johnson, Principal
Nekoosa High School
500 Cedar Street
Nekoosa, WI 54457
715-886-8060

Dave Thomas, Business and Information Technology Consultant
Department of Public Instruction
125 S. Webster St.
Madison, WI 53703
608-266-2348

Joel Mindham, Career and Technical Education Coordinator
CESA 5
626 E. Slifer Street
Portage, WI 53901
608-745-5481