

## CURRICULUM VITAE

**NAME:** BELINDA LEE PETERS

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**CONTACT DETAILS:**

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**DATE OF BIRTH:** 23<sup>rd</sup> October 1986

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### EDUCATION

**2005 – Present date**  
**Bachelor of Education (Primary)**  
The Australia Catholic University, Strathfield

**2004**  
**Higher School Certificate**  
Cerdon College, Merrylands

### CERTIFICATIONS

**Active After-school Communities**  
Community Coach Training Program

**Network of Community Activities**  
Accentuate the Positive

**Asthma Foundations Australia**  
Asthma First Aid

**Member of the Primary English Teacher Association**

### EMPLOYMENT

#### **Casual Teaching**

**February 2008- Present date**

CEO Sydney

**Marion Primary School** Horsely Park  
**St Catherine of Sienna Primary School** Prestons

CEO Wollongong

**St Claire's Primary School** Narellan Vale

**Wesley Mission****March 2005 – February 2008****Quakers Hill Family Centre, Quakers Hill****After School Hours Care & Vacation Care****Childcare Worker – Senior Member**

My responsibilities include:

- The management, care and direction of up to 45 children in the centre between the ages of 5 – 12 years.
- Assistance in programming in order to meet the varying needs of individual children, cultures and abilities.
- The collection and transportation of children from surrounding schools to the centre.
- Involvement in the development of the centre's policies and procedures.
- Being intricately involved in the successful accreditation process for the centre in 2007.
- Dealings with the children's parents when required.
- Dealings with Department of Community Services in relation to the children's wellbeing and safety.
- Management of children with special needs, including behavioural plans and consequence charts.
- Training of new staff in the policies and procedures of the centre.
- Dealings with school principals and classroom teachers.
- Being the senior staff member on excursions with excess of 40 children.

**Autism Spectra Australia****14 February 2006 – 29<sup>th</sup> November 2007****Western Sydney School for Children with Autism****Teacher's Aide**

My responsibilities include:

- Washing and dressing children from ages from 3 – 18 years.
- Assisting with their education, including the essential Mathematics, English and Handwriting.
- Accompanied the staff and children on excursions and provide hand on assistances when required.
- Assisting in teaching the children essential 'life skills'.

**Home Tutor****January 2006 – Present date**

My responsibilities included:

- Teaching children from ages from 7 – 10 years.
- Foster and support the skills gained in the classroom over a range of subjects including English, Mathematics and Religious Education.

**Professional Experience Placements:**

2005	Saint Francis Xavier Primary School Lurnea Year One
2006	Our Lady Queen of Peace Primary School, Greystanes Year Four
2007	Holy Spirit Primary School, Carnes Hill Year Five

## ACHIEVEMENTS AND ACTIVITIES:

### Outstanding Performance 2005 – Deans Honour List

I was given the 'Outstanding Performance 2005' award by the Head of the School of Education at the Australian Catholic University. This recognises those students who have achieved high success in their studies. Recipients of this award must obtain a grade point average which places them in the top 10% of the Faculty within the School of Education NSW.

### Mary Immaculate Sports Club

I have participated in various facets of Mary Immaculate Sports Club for over thirteen years and have had much success as both a Player and Umpire. Throughout my time at M.I.S.C., my dedication and hard work has been rewarded when I received the prestigious M.I.S.C. award for The Sports Person of the Year 2000 and 2001. As well, I have won five grand finals and had great success in attaining my National 'C' Umpires Accreditation in 2002. By attaining my National 'C' Badge I was able to umpire at a national level, in turn my communication skills and group management flourished

### The Hills Physical Culture Club

I have participated in Physical Culture for over eighteen years, which involves both team and individual competitions. My love and commitment to this sport has provided me with the opportunity to build on my social skills and attain the ability to work both within and lead teams of people in stressful situations. Throughout my eighteen years at Physical Culture I have had success in winning both the State Individual and Team Competitions twice and have been awarded The Hills Physical Culture Lady of the Year for the last fourteen years. My success and love of Physical Culture and teaching was combined in 2005, when I became involved in teaching junior children lengthy routines which involve great concentration, co-ordination and memory.

## PERSONAL ATTRIBUTES:

My experience in Casual Teaching, *Before and After School Care*, *The Western Sydney School for Children with Autism* and my professional experience placements has taught me a great deal about children's intelligence, moral development, behavioural management, parental communication, programming and staff interaction. Teaching is my passion and this has only strengthened throughout my experiences in Casual Teaching. Throughout my time in school, I have come to believe that each school should be a place where all children feel safe, secure, content and are able to learn in their own style. Throughout my time at 'After School Care' I was often dealing with stressful and high pressure situations which required me to reflect on my theoretical background and prioritise certain situations on a case-by-case basis. I feel that I have gained the trust and respect of these children as I have provided them with stability and guidance. Casual teaching, *After School Care* and *Autism School*, has taught me that each child is unique and has come to school or care with differing backgrounds, home life, cultures and interests. In turn, each child will need different support, assistance and learning approaches from their teacher. Overall, my communication skills with children, parents, staff and teachers have been refined and I have been able to work one on one with a child's parent when dealing with their growth and development.

## REFERENCES:

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|-----------------------|--|
| Ms. Vickii Micet      | Acting Assistant Principal, St Catherine Sienna School<br>Ph: (02) 9607 3888 |
| Ms. Helen Klein       | Principal, Marion Catholic Primary School<br>Ph: (02) 9620 2045              |
| Ms. Marisa Turcinskis | Regional Coordinator, Operations, Wesley Mission<br>Ph: (02) 9626 6620       |