

# Amber Cox-Pretti

725 Seffert Street ♦ Philadelphia, PA 19128 ♦ 215.305.7737 ♦ amberlynncox10@gmail.com

## Work Experience

---

### City Year Philadelphia (July 2009-Present)

#### Position: Director of Learning and Instruction (June 2016 – Present)

- Lead on strategy for year-long training program for about 250 staff and AmeriCorps Members who provide services to schools with 3<sup>rd</sup> to 10<sup>th</sup> grade students
- Manage staff team of three Instructional Coaches and one Learning and Development Manager
- Lead on instructional strategy for City Year Philadelphia, including choosing and implementing math and literacy intervention curriculums and overseeing workshops and resources provided
- Lead on observation and coaching strategy, including supporting and managing site around expectations
- Collaborate with School District of Philadelphia on instructional strategy and expectations
- Support Director Team in site strategy and advancement toward Long-Term Impact Goals

#### Position: Instructional Coach (June 2014-June 2016)

- Provided observations and coaching sessions to about 60 AmeriCorps Members throughout their service year in math and literacy interventions with students in 3<sup>rd</sup>-10<sup>th</sup> grade
- Created and facilitated instructional workshops
- Led on data driven instruction practices at the site

#### Position: Senior Program Manager (September 2013-June 2014)

- Led a team of 33 Senior Corps Members through meetings and professional development opportunities
- Served as an experienced Program Manager and support professional development for other Program Managers

#### Position: Program Manager (July 2011-August 2013)

- Managed a team of 18-20 young adults through a year of full-time service in Philadelphia public schools, providing interventions to students in math, literacy, attendance and social emotional learning, running after-school programming, and executing events
- Served as a member of the school's leadership team at a public middle school
- Used progress monitoring throughout the year to ensure maximum impact and achievement of goals
- Served as Co-Literacy Lead, including localizing and facilitating Literacy trainings, managing Literacy Coordinators for each school, and creating a Site Literacy Action Plan with the Regional Literacy Trainer

#### Position: Senior Corps Member – Team Leader (July 2009-June 2011)

- Led a team of 8 young adults through a year of full-time service in a Philadelphia Public School, providing interventions to students in math, literacy, attendance and social emotional learning, running after-school programming, and executing events
- Worked as a mentor and tutor for 6<sup>th</sup> through 8<sup>th</sup> grade students
- Managed partnerships with the school, community, and local organizations and businesses
- Collected, organized and applied data documenting teams' work as Evaluation Coordinator

### The College of New Jersey Residential Education and Housing (August 2008-May 2009)

#### Position: Assistant Residence Director

## Education

---

### The College of New Jersey (2005- 2009)

- Bachelor of Science in Business Management
- Graduated Cum Laude with a GPA of 3.6

### Oakcrest High School (2001-2005)

- Graduated with a 4.0 GPA