

# Raven Yoder

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## Objective:

Seeking a position as a Writer/Teacher/Tutor

## Education:

Texas A&M University – Corpus Christi  
Bachelor of Arts in English, Concentration in Writing Studies  
Graduated: May 2020

Corpus Christi, Texas  
Summa Cum Laude  
GPA: 4.0

McLennan Community College  
Associate of Arts in General Academics  
Graduated: May 2018

Waco, Texas  
Magna Cum Laude  
GPA: 3.70

## Related Experience:

Sylvan Learning Center of Waco  
*Administrative Assistant, Tutor*

Waco, Texas  
Oct. 2020 – Present

- Assist Sylvan's Director of Operations with the following education-focused duties: contacting inactive and retaining active clients; communicating information about tutoring inquiries via phone, e-mail, and text; tutoring elementary- and middle school-age students in math essentials, academic reading, and early literacy; proctoring potential students' examinations; analyzing and preparing reports for parent/student conferences
- Assist Sylvan's Director of Operations with the following operations-focused duties: analyzing and drafting weekly and monthly Learning Center financial and operations reports and inputting student and customer data into Learning Center system

Idea Public Schools  
*Third and Fourth Grade Writing Co-Teacher*

Midland, Texas  
July-Sept.2020

- Independently managed three classrooms and completed the following daily duties: implementing, maintaining, and directing students in COVID-19 safety measures; distributing meals; and addressing and redirecting problematic behavior in the classroom
- Executed the following academic preparation and instruction: annotating and implementing daily lesson plans by following state-mandated deadlines; educating students in reading techniques, writing processes, and grammar application to written work through presentations, modeling, and individual assistance; recording daily attendance and grades; and communicating weekly with students' parents regarding academic progress
- Collaborated with colleagues for student success by working with fellow writing teachers to address grade-level population needs, participating in daily professional development training where we discussed and practiced teaching and classroom management strategies, and directing and monitoring all grade levels daily during after-school pick-up

Best Buy  
*Customer Service Specialist*

Waco, Texas  
2017 – 2020

- Performed the following customer-facing duties: anticipating and rectifying customer concerns both in-person and via phone, helping customers understand the products for sale; addressing in-store and online pricing or company policy concerns; completing merchandise orders and the fulfillment process, and securing customer loyalty to generate company profit and general trust in Best Buy employees, services, and product warranties

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## Work History:

Texas A&M University-Corpus Christi Center for Academic Student Achievement, Writing Consultant	Aug. 2018-May 2020
Texas A&M University-Corpus Christi, Assistant Editor of Fiction	Oct. - Dec. 2018
McDonald's Restaurants, Swing Assistant Manager	2016 – 2017
H-E-B Grocery, Customer Service Assistant	2014-2015

## Skills:

### Soft Skills:

- Public Speaking, Communications (written and spoken), Problem Solving, Decision Making, Time Management, and Team Management

### Software Skills:

- POS Systems, Microsoft Office Word, Microsoft Office PowerPoint, Microsoft Office Outlook, and Adobe InDesign

### Writing:

- Creative Writing: Poetry, Fiction, Nonfiction, Literary Journalism
- Academic Writing: Research Papers, Essays, Abstracts, Literature Reviews
- Technical Writing: Instructions, Memos, Reports, Letters
- Copy-editing
- Collegiate Tutoring

## Honors/Awards

Haas Writing Award	2019
Robb & Vanessa Jackson Scholar	2019 – 2020
Dean's List	2018 – 2020
Phi Theta Kappa Honor Society	2018 – 2020
Step A Program Scholar	2018 – 2020
Melvyn N. Klein Scholar	2018 – 2020
Donald St. John Smith Scholar	2018 – 2019
Albaugh Scholar	2018 – 2020
Sigma Tau Delta Award for Excellence in Poetry	2018

## Publications:

- Yoder, R. (2019). Fences: The Feeling of Yellow. In W. Mays & T. Murphy (Eds.), *Corpus Christi Writers 2019* (pp. 122-25). Mays Publishing. <https://mayspublishing.com/anthology-2019> (Original work published 2019)
- Yoder, R. (2018a). Dance. *The Stone Circle*, (17)2, 8.
- Yoder, R. (2018b). Oceans Are Like Me. *The Stone Circle*, (17)2, 4.
- Yoder, R. (2018c). Sobriety. *The Stone Circle*, (17)2, 22.
- Yoder, R. (2018d). We Are as The Sky. *The Stone Circle*, (17)2, 4.

**References Available upon Request**