JULIAN MERCER

TEACHER ASSISTANT

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PROFESSIONAL SUMMARY

Teacher assistant with 5+ years supporting elementary classrooms and small-group instruction. Reinforces lessons, manages routines, and gives students extra practice in reading and math. Dependable, patient, and skilled at working beside teachers and families.

PROFESSIONAL EXPERIENCE

Instructional Assistant Aug 2023 - Present
Denver Public Schools, Denver, CO

- Support a second grade classroom of 26 students by leading reading and math groups of four to six students each day.
- Helped seven students reach grade-level benchmarks on winter reading assessments through daily 20-minute fluency practice.
- Prepare copies, centers, and materials in advance so lessons start on time each morning.
- Lead morning arrival and dismissal procedures for 26 students and keep a daily attendance log for the front office.
- Record observations on student progress and share them with the lead teacher at weekly check-ins.
- Assisted with a field trip for 52 students to the Denver Museum of Nature and Science, handling headcounts and group supervision.
- Supervise lunch and recess duty for about 80 students, responding to minor injuries and helping second graders settle conflicts using a simple problem-solving script.

Special Education Paraprofessional Aug 2022 - Jun 2023
Jefferson County Public Schools, Lakewood, CO

- Assisted two students with IEPs in an inclusion classroom, following behavior plans and sensory break routines.
- Prepared adapted worksheets and picture-supported directions for math and reading tasks each week.
- Helped students complete assignments by breaking directions into steps, increasing work completion across the year.
- Tracked behavior data each day on a shared form for the special education teacher.
- Kept a daily communication notebook for one student's family, summarizing wins and challenges so the home routine matched the classroom plan.
- Used visual schedules and first-then cards to help two students complete daily tasks with less prompting.
- Joined the IEP meeting for one student each term to share observations and daily behavior data with parents and staff, which informed two updated goals.

After-School Program Aide Jun 2021 - Jul 2022
Boys & Girls Clubs of Metro Denver, Denver, CO

- Helped 20 to 25 children in grades 1 through 5 with homework and led daily enrichment activities.
- Organized a weekly reading hour with a book swap that increased participation among younger members.
- Planned and led a monthly family night with games and snacks that brought about 30 parents to the club.
- Communicated with parents at pickup about student progress and behavior, and passed written concerns to the site coordinator the same day.

CORE SKILLS

Small-group instruction | Reading fluency support | Math practice | Classroom support | Behavior support | IEP implementation | Student supervision | Classroom materials preparation | Parent communication | Google Classroom | First aid response | Bilingual (English/Spanish)

EDUCATION

Associate of Applied Science in Early Childhood Education, Community College of Denver, Denver, CO

CERTIFICATIONS

ETS ParaPro Assessment, Passed | CPR and First Aid | Colorado Bureau of Investigation Fingerprint Background Check, Cleared