

TIMOTHY J. MCLEOD

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March 12, 2009

Superintendent
MSAD 56
15 School Street
Searsport, ME
09875

Dear Ms. Bryant,

I am writing in regards to your vacant Life Science Teacher position at Searsport Middle School as advertised on the Serving Schools in Maine website. Deb Meadows, Searsport High School Head Librarian and long time friend referred me to this position.

As my resume indicates I am currently a Certified Teacher for the State of Maine and have earned my Masters Degree in Education. It also indicates that my background is supplemented through various environmentally focused careers which have enabled me to bring a great breadth of experience to my classroom instruction. I believe in instructing in a way that targets multiple learning styles and favor practical hands on authentic project based learning approach. While employed at MSAD 45 I implemented a greenhouse program for our science department. This project included raising funds through local businesses and grants, constructing the greenhouse with my students and collaborating with the business course instructors and students to develop a well rounded business plan. The fruition of this project is a year round operating greenhouse that supplements our school's cafeteria, a spring seedling program, and partnership with local food pantries, to whom we donate our surplus harvest. Although I manage the greenhouse operations, the resource is used by all the science classes in both the middle and high school.

I am very interested in working for your school because I love the coastal Maine area and hear rave reviews of the educational outcomes of your students. I feel I could be an effective member of your faculty and would offer a unique background which includes working for the National Park Service, Climbing Maine's tallest trees to preserve their historical integrity and most recently as a well respected and engaging instructor.

Please accept this as my letter of intent. I am anxious to meet with you to further discuss my qualifications and what I have to offer your school system. You may best reach me by phone or email.

Thank you for your time and consideration.

Sincerely,

Timothy J. McCleod

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HIGHLIGHTS OF QUALIFICATIONS

Formal Educational Instruction

- Instructed college level courses, high school interdisciplinary courses and professional trainings
- Planned, developed and integrated alternative education programming and curriculum for high school students
- Practical experience developing and implementing curriculum, rubrics and pedagogical methods
- Instructed workforce safety meetings and job skills training on weekly basis
- Initiated, developed and facilitated comprehensive safety program related to arboricultural practices
- Developed and instructed environmentally focused educational programs
- Instructed hazard tree identification workshop to Maine Code Enforcement Officers
- Routinely instruct workshops for the Maine Organic Farmers and Gardeners Association
- Co-instructed tree climbing workshop for Orion Conference at Unity College

Leadership Experience

- 7 years experience leading professional, volunteer and youth trail crew construction teams
- Organized and implemented multiple volunteer service projects including a National Trail Day event
- Management and supervisory experience working for various National Parks
- Awarded for leadership skills by Denali National Park
- Awarded for Conservation Service by the Maine Department of Conservation

Administrative & Professional Skills

- Experience maintaining budgeting, bookkeeping and tax business records
- Ability to develop staff schedules, outline projects and maintain effective work environment
- Basic computer knowledge; Microsoft office, word, excel, powerpoint
- Organized, articulate, and professional disposition
- Advanced oral and written communication skills

EDUCATION

M.S. in Education	University of Maine, Orono ME	May 2002
B.S. in Park Management	Unity College in Maine, Unity ME	May 2000

PROFESSIONAL LICENSURE

Science Teacher Certification	Maine Department of Education	2005
Certified Arborist #NE-6345A	International Society of Arboriculture	Exp. June 2011
Licensed Arborist # FCLU2008	Maine Department of Agriculture	Exp. December 2008

EMPLOYMENT HISTORY

Teacher	MSAD 45, Arundel ME	Sept 2007- Present
Adjunct Instructor	University of Maine, Orono ME	Jan. - May 2007
Arborist	City of Augusta Parks & Recreation, Portland ME	Dec. 2005- Feb. 2007
Arborist/ Team Leader	Lucas Tree Experts, Auburn ME	Nov. 2002- Dec. 2005
Trail Crew Leader	Denali National Park, Denali Park AK	May - Oct. 2001 & 2002
Arborist	Johnson's Arboriculture/Treekeepers, Camden ME	Sept. 2000- Aug. 2001
Assistant Team Leader	Yellowstone National Park, WY	May - Sept. 1998
Team Leader/Member	Conservation Corps, ME & CA	June 1993 - August 1997

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REFERENCES

1. **DEB MEADOWS**
Head Librarian
MSAD 56
15 School Street
Searsport, ME
09875
207. 564.8976
Dmeadows@msad56.edu

2. **RON CHASE**
Superintendent
MSAD 45
58 Elm Road
Arundel, ME
08674
208.875.4736
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3. **CHUCK CARYN**
Park Manager
Denali National Park
P.O. Box 789
Denali Park, AK
99755
907.894.3541
ccaryn@nps.gov