



# ALISON WRONA

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## SOFT SKILLS

Compassion  
Flexibility  
Interpersonal Skills  
Attention to Detail  
Problem Solving  
Quick Learner

## HARD SKILLS

MS Office / iWork / G Suite  
Graphic Design  
Adobe Suite  
WordPress

## COURSEWORK

Cultural Anthropology  
Child Psychology / Development  
Sociological and Philosophical  
Foundations of Education  
Intro to Linguistics  
Social Inequality in the US

## EXPERIENCE

**Pittsford Central School District**  
Pittsford, NY  
2021–Current

### **Committee on Special Education-Assigned Paraprofessional**

*Nonviolent Crisis Intervention, Crisis Prevention Institute, 2021*  
Adapt to rapidly changing conditions in a fast-paced, high-stress environment to maintain group and individual safety  
Work collaboratively with a wide range of individuals  
Communicate ideas clearly and concisely, utilizing various communication methods and styles for different audiences  
Cultivate independence and creativity and encourage the development of independent problem-solving skills  
Advocate for the needs of others based on official documentation, personal observation, and progress monitoring  
Modify individualized programs and instructional materials to meet the frequently changing needs of diverse learners

**Christ Clarion Community Preschool**  
Pittsford, NY  
2016–2021

### **Assistant Teacher | 2020–2021**

#### **Per Diem Teaching Assistant | 2016–2021**

Managed small (under 10) and large (over 20) groups of individuals  
Facilitated group activities to promote creative thinking  
Supported individuals at different stages of development  
Promoted age-appropriate practices and met each individual's needs with compassion and an open mind  
Maintained a clean, safe, and organized work environment  
Designed instructional and promotional material, as needed

**The Pyne Family**  
Pittsford, NY  
2021

### **Assistant Nanny**

Maintained a clean, orderly, safe environment for all  
Promoted a healthy lifestyle  
Ensured individuals in care properly managed their time and met expected competencies and academic goals

**Sara Silvio Jewelry**  
Rochester, NY  
2009–2020

### **Jewelry Apprentice**

Replicated complex designs with precision  
Executed creative problem solving in a collaborative environment

**Dollar Tree**  
Victor, NY  
2017

### **Part-Time Sales Associate**

Managed money and inventory with ease and care  
Put forth constant positive customer service

## EDUCATION

**State University of New York at New Paltz**  
New Paltz, NY

### **Bachelor of Science – Visual Arts, 2020**

Dean's List (2017, 2018, 2020)