

YARYNA MYKHALONOK, MA

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Qualifications

- Over 10 years of tutoring experience with children, youth and adults in History, literature and language
- Worked with students from across the globe using various online tools
- Languages: English, Ukrainian, Russian, and Polish
- Knowledgeable in various teaching methodology and learning styles
- Familiar with child behavioural management techniques
- Able to create learning materials for students with individual learning plans
- Classroom Supervisor Program, St. Nicholas Adult High School
- Bachelor in Pedagogy and Educational Psychology
- Collaborative team member and able to work across departments
- First Aid and CPR and clear background check and vulnerable sector check
- Able to work flexible shifts and clear background check and vulnerable sector check
- Strong interpersonal communication skills and empathetic and friendly
- Software: MS Office (Word, Excel, PowerPoint, Teams) Google platform (Slides, Sheets, Docs, Meet) Zoom

Work Experience

Supply teacher, Sacred Heart High School (7-12)

May 2023

Teacher, Ukrainian School of Ottawa - Lesia Ukrainka

Mar 2023-Present

Tutor (Language, History and Literature), Preply-Platform for Private Online Lessons

Jan 2022-Present

- Tutored approximately 40 global students each semester in Ukrainian
- Utilized patience, positivity, empathy, confidentiality, technical knowledge, active listening, communication, leadership, problem-solving and time management
- Implemented unique teaching methods such as putting on plays or writing to teach students about world history
- Administered quarterly tests and used the grades to improve my own teaching methods
- Hosted study groups twice per week

Customer Service, Farmboy, Ottawa, ON

Jul 2022- Oct 2022

- Greeted customers and answered any questions and explained specials
- Took accurate orders and provided professional customer service
- Kept work area clean and clear and disinfected as required

Tutor (Language, Literature, History), BUKI - Marketplace for tutoring Kyiv, Ukraine

Jan 2018 - Mar 2022

- Prepared students for state evaluations both university and elementary levels
- EIT - External independent evaluation (Ukrainian language, Ukrainian Literature, history)
- Final state examination (elementary, middle, and high school)

News Editor, Espresso TV, Ottawa, ON

Nov 2019 - Mar 2022

- Editor for Ottawa, Poland, and Ukraine
- Responsible for editing news packages and videos for local newscasts of the ESPRESO Television Group
- Checked the accuracy of submitted news by reporters
- Edited and cut videos that are already in-house
- Responsible for supervising reporters and conducted performance reviews
- Assessed and determined the channels to place in news reports
- Provided suggestions regarding headlines of breaking news
- Responsible for editing, changing, and improving the news content before broadcasting on the channel

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Press Secretary, Public Movement Peoples Control, Ukraine Apr 2015 – Nov 2019

- Coordinating with the Head of Party to develop, manage and organize communications activities, including writing press releases, talking points, organizing local press events, updating the official website, coordinating with reporters, executing social media posts and coordinating Tele-town halls
- Utilized media relations skills to develop local media strategy and led implementation, and assist with national media messaging
- Executed successful communications messaging initiatives both locally and nationally
- Knowledge of the legislative process
- Communications experience implementing progressive messaging strategies through national media relationships, formal spokesperson and media liaison for all local media

Senior Research Officer, Kyiv History Museum, Ukraine Sept 2008-May 2014

- Researched various topics and presented findings
- Completed analysis and wrote reports

Education

Own It: Practical Career Growth Strategies for Women, University of Ottawa - PDI , Ottawa, ON	Mar 2023
Classroom Supervisor Program , St. Nicholas Adult High School, Ottawa, ON	Oct 2022-Dec 2022
ESL Level 5-6 – St. Patrick's Adult School, Ottawa, ON	Jun 2022-Present
Awarded Scholarship of President of Ukraine - Ministry of Culture, Ukraine	2019-2020
Master's of History , National University of Kyiv-Mohyla Academy, Ukraine	Jun 2014
Bachelor's of Pedagogy and Educational Psychology , National University of Kyiv-Mohyla Academy, Ukraine	Jun 2008

Certification

Soft Skills Solutions© Training Certificate , Simcoe Muskoka Workforce Development, Online	Nov 2022
• Topics covered: Communication, Collaboration, Personal Management, Problem Solving	
First Aid & CPR/AED level C Certificate (Canadian Red Cross)	Nov 2022
WHMIS Training , (OCSB) Online	Nov 2022
AODA Training and Certificates , Online	Nov 2022
Worker health and safety Certificate , Online	Nov 2022
Transformations in Education Certificate , (National Academy of Educational Sciences of Ukraine)	Feb 2022
EdEra for Primary School Teachers Ukraine Certificate, Ukraine (Ministry of Education of Ukraine)	Apr 2020
Mass-Media Ukraine Certificate, Ukraine	Jun 2014

Volunteering experience

Member, Plast - National Scout Organization of Ukraine	1999 - Present
Human Rights Expert, Smart Medias	2019-2021
Founder, Psychological Rehab After War "I live!"	2015 - 2019
Coordinator Of Volunteers, Helping families of fallen Ukrainian soldiers	2014 - 2019
Coordinator Of Volunteers, Parcel Kindness	2014 - 2019