



WENDY MUELLER

704.678.0881 | GracePathwayCoaching@gmail.com | Charlotte, North Carolina

PROFESSIONAL SUMMARY

Dynamic Educator and Professional Development Designer with a proven track record at Charlotte-Mecklenburg Schools, adept in project management and facilitation techniques. Spearheaded literacy training, crafting district-wide educational solutions, and mentoring educators. Exceptional at adapting to diverse learning environments and driving student success.

EXPERIENCE

Charlotte-Mecklenburg Schools |
Charlotte, NC

**Expanded Impact Teacher 2 (EIT2)/
Literacy Teacher**

08/2018 - Present

- Elementary and Secondary Literacy Teacher guiding multiple classrooms in literacy supporting students in attaining grade-level skills through intentionally designed physical and digital resources in general education and dual-language classrooms
- Designed scaffolded instruction and materials for a diverse classroom including students identified as Exceptional, Gifted, and Multi-Language Learners
- IEP Case Manager for 20+ students designing and implementing standards-based instruction to general and special education students
- Mentor and Expanded Impact Teacher across multiple grade bands including staff development and literacy training.

Charlotte-Mecklenburg Schools |
Charlotte, NC

LETRS Local Certified Facilitator

07/2022 - Present

- Certified to locally facilitate LETRS Volume 1 and 2
- Facilitate professional development and literacy training sessions 1-2 times per month.

Charlotte-Mecklenburg Schools |
Charlotte, NC

**Professional Development Designer
and Trainer**

06/2020 - Present

- Collaborated with District Literacy Specialists to create multiple professional development training tools and courses.
- Co-facilitated professional development in multi-day, live sessions.

Varsity Tutors, a Nerdy Company | US

Tutor

10/2019 - Present

- Tutored K-12 and adult learners in literacy, academics, and social skills
- Designed and implemented training courses including curriculum design and instruction for students in Literacy, Social Skills, and Critical Thinking Skills
- Collaborated with divisional leaders to develop and implement on-going programs for students with learning differences, and scaffolded courses to support personalized learning through group experiences.

Grace Pathway Coaching | US
Certified Life Coach and Tutor
08/2008 - Present

- Coached adult clients in the areas of life skills, life coaching, time management, social skills, grief management, and joy restoration
- Tutored K-12 students in academics and social skills.

VIPKid | US
English as a Second Language Teacher
10/2016 - 10/2020

- Provided private ESL instruction to individual students and groups to improve academic performance
- Successfully trained and implemented instruction in basic English grammar, reading, phonics, and test preparation for grades Pre-K through middle school
- Successfully completed all available tutoring courses and have been approached repeatedly to return to this position by the company.

Pioneer Springs Community School | US
Special Education and Reading Teacher
08/2017 - 05/2018

- Joined the PSCS team as an intern and was quickly promoted to teaching an EC Resource Class as well as a Fourth-grade Reading and Social Studies Class
- Designed and delivered differentiated lesson plans for Exceptional Children in grades 3-6.

EDUCATION

M. Ed. in Reading Specialist/Special Education
Regent University | Virginia Beach, VA
May 2018
GPA: 3.95

Life Coach in Coaching
Beautiful Life International
October 2017

SKILLS

- Project Management
- Easily Adaptable
- Organization Skills
- Coaching & Mentoring
- Effective Communication
- Facilitation Techniques

CERTIFICATIONS & LICENSES

- Certificate of Graduate Studies in Autism, Regent University
- Dyslexia Certification, Regent University
- Reading Specialist, North Carolina Department of Public Instruction, 1215035
- Family and Consumer Sciences (CFCS), North Carolina Department of Public Instruction, 1215035
- Teacher Of Exceptional Children, North Carolina Department of Public Instruction, 1215035
- English As a Second Language Teacher, North Carolina Department of Public Instruction, 1215035

- Elementary Education K-6 Teacher, North Carolina Department of Public Instruction, 1215035
- National Board Certified Teacher, National Board for Professional Teaching Standards
- IMSE Comprehensive and Intermediate Orton-Gillingham Trained
- Literacy Leader in Secondary Literacy, North Carolina Center for the Advancement of Teachers (NCCAT), Facilitator certification *in progress*

PUBLICATIONS

- "Using Visual Literacy to Support Instruction in Multilingual Classrooms", Charlotte Teachers Institute, University of North Carolina at Charlotte, 2023
- "When I Say 'Hello!' and they say '¡Hola!' 'Bonjour!' 'Xin Chao!' and 'Shalom!': Discovering the Intersectionality of Culturally Responsive Teaching and Restorative Practices", Charlotte Teachers Institute, Johnson C. Smith University, 2022
- "Creating a Peaceful Puzzle One Piece at a Time: Peaceful Hearts Growing Compassionate Citizens", Charlotte Teachers Institute, University of North Carolina at Charlotte, 2021
- "Citizenship: Developing Intentional Multi-Racial Relationships", Charlotte Teachers Institute, University of North Carolina at Charlotte, 2020

FELLOWSHIPS

Fellow, **Teaching Fellows Institute**

August 2020 to Present

The Teaching Fellows Institute offers outstanding teachers the opportunity to reflect and collaborate with fellow teachers in an enriching and rewarding environment. Teachers from Mecklenburg County schools will share best practices, explore the art and science of teaching, and be encouraged to become leaders who advocate for educational excellence.

Fellow and Seminar Coordinator, **Charlotte Teachers Institute**

March 2020 to Present

The Charlotte Teachers Institute (CTI) is an innovative partnership among CMS (Charlotte-Mecklenburg Schools), the University of North Carolina at Charlotte (UNC Charlotte), and Johnson C. Smith University, and is made possible by a joint commitment of resources and energy from all three Institute partners and through the generosity of private funders and community partners. Charlotte Teachers Institute earned the Council of Great City Schools Urban Impact Award (2013) for partnership and impact on student learning.