

# Brett Fallon

2074 Bernwood Drive - Erie, PA 16510

**814.490.8781**

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## *Work History*

2012 to Present; **Project Coordinator/Marketing Consultant**; Starlite Events by Design - Erie/Warren, PA

- Formulate marketing plans and provide network of necessary resources, including social media assistance, to help clients reach their goals on both a personal and professional level

2010 to Present; **Puppeteer for *Kids on the Block***; Barber National Institute - Erie, PA

- Teach children about disabilities through informative and interactive puppet shows conducted in schools, childcare centers, and other facilities

2010; **Project Coordinator for *SibSessions***; Barber National Institute - Erie, PA

- Create and administer stimulating projects and fun activities for clients with disabilities and their siblings

2010 to Present; **Substitute Teacher**; Erie School District/IU5/Other County Schools - Erie, PA region

- Teach all grades, both elementary and secondary; all subjects; including: mainstream, gifted, life skills, emotional support, and autistic classrooms

2009 to Present; **Substitute Teacher**; Kelly Services - Erie/Warren, PA

- Teach all grades, both elementary and secondary; all subjects

2008 - 2009; **Second Grade Tutor**; Warren Area Elementary Center - Warren, PA

- Provide specific, one-on-one instruction to students; full-day rotation in classroom and as a pullout tutor

2006 to 2011; **Pre-School/School-Age Teacher , Kindergarten Co-Teacher**; Tutor Time Learning Center - Erie, PA

- Teach and provide care for young children, toddlers through school-age
- Develop and administer a complete alphabet curriculum, geared towards kindergarten students

2005 to Present; **Founder/Artistic Director**; Dance Elite\* Company - Erie, PA

- **Performance Company**: Provide professional entertainment for all demographics at varied venues/events
- **Therapeutic Dance Project**: Develop and administer therapeutic dance programs for special needs individuals of all ages, including interactive shows, workshops, and classes in mental health facilities, geriatric facilities, childcare centers/schools.
- **Dance Outreach Project**: Develop and administer dance programs for at-risk youth of all ages, including interactive shows, workshops, and afterschool classes in children's facilities and schools

2004 to 2005; **Pre-School Lead Teacher/Childcare/Creative Movement Instructor**; Around the Clock - Erie, PA

- Teach and provide care for young children in a childcare and classroom setting; develop and teach creative movement class

2003 to 2004; **Activities Coordinator**; Point Park University - Pittsburgh, PA

- Plan and carry-out various activities for university students

2001 - Present; **Dance Instructor/Guest Performer**; Various locations throughout Erie, PA, Warren, PA, and Chautauqua, NY

- Erie Dance Conservatory, Lake Erie Ballet, North Coast, Kristin's Dance
- Linda Dies' Dance Unlimited, Warren Co. Summer Music School, A.R.T.E., Chautauqua Reg. Youth Ballet
- Provide innovative and energetic dance instruction for all ages (pre-school through adult), at all levels, in studio, school, and theatre settings including: jazz funk, hip-hop, tap, ballet, ballroom/swing, musical theatre, music in motion, and choreography
- Develop and administer creative, summer dance camp programs for children and form adult dance class programs

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## *Objective*

- To obtain full-time employment which best utilizes my qualifications and experience as noted in this resume

## *Qualifications*

### **Activities and Event Coordinator/ Project Coordinator**

- Experience in planning/executing fun and stimulating events for individuals of all ages (children through seniors)
- Able to initiate creative projects and direct others on an individual basis or as a group
- Energetic, outgoing personality which engages the interest of those involved in therapeutic and recreational activities
- Develop and administer programs to individuals with special needs, and adapt activities to best suit each individual according to their unique, physical and/or mental disabilities
- Form and administer outreach programs which expose at-risk youth to creative outlets such as art, music, and dance
- Working experience with all ages (children through seniors) and all abilities (mainstream, gifted, life skills, emotional support, autistic support, and MR)
- Has served as Head Entertainment Chair for St. Vincent's Festival of Trees, an annual large fundraiser for specific charitable organizations within the Erie community; as well as planning/conducting other innovative fundraisers
- Has provided stimulating and therapeutic entertainment at summer camps for children with disabilities

## *Education*

2004; **Elementary Education**; Edinboro University, Edinboro, PA

2004 Graduate; **BA Degree in Dance/Jazz Concentration**; Point Park University, Pittsburgh, PA

2001 Graduate; **High School Diploma**; Harbor Creek High School; Erie, PA

1999; **Dance Major**; PA Governor School for the Arts; Westminster, PA

## *References*

**Melanie Augenstein**, Starlite Events by Design - Owner and Operations Manager, **814.688.9292**

**Carol Mills**, St. Mary's East - Activities Director, **814.459.0621**

**Debbie Swift**, Scott Enterprises, **814.868.9500**

**Pat McGuire**, Barber National Institute - Supervisor, **814.868.9032**