

LINDSAY LUFT-DIXON

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EDUCATION

Michigan State University, Lansing, Michigan

Educational Technology Graduate Certificate, conferred June 2019

Master of Educational Technology, expected conferral August 2020

Northern Michigan University, Marquette, Michigan

Bachelor of Music Education, conferred May 2014 magna cum laude

General Assembly, New York, New York

User Experience Design Course, December 2015 - March 2016

WORK EXPERIENCE

Elementary Music Teacher, Kent School District, Kent, WA

August 2017 – June 2020

Taught general music classes K-6 and assisted directing fifth and sixth grade bands. Primarily focused at Kent Valley Early Learning Center teaching kindergarten and dual-language kindergarten music, traveled to other schools on a weekly basis. Managed Facebook and Twitter social media presences for Kent Valley Early Learning Center.

Certificated Substitute Teacher, Renton School District, Renton, WA

December 2016 – June 2017

Worked 4-5 days a week filling in for various K-12 teachers to provide a consistent teaching experience for all students.

Account Management Coordinator, NBC Learn, New York, NY

May 2016 – October 2016

Sales Assistant, NBC Learn, New York, NY

May 2015 – May 2016

Responsible for renewals of annual subscriptions and enabling customer use of NBC content in educational programs.

Accomplishments: Delivered renewals for over 140 accounts with an 86% renewal rate, provided live webinar training, created social media content, planned two-day virtual conference, and kept inventory of and shipped marketing materials.

Teacher - Summer Music, Northport-East Northport UFSD, Northport, NY

Summers 2012, 2011

Taught instrumental music lessons as part of a five-week summer music program for both beginning and continuing students, entered student data into district database, and corresponded with parents and teachers via email and phone.

RELATED EXPERIENCES

Assistant All-State NYSSMA Festival Host, New York State School Music Association

March 2014 – June 2014

Assisted in the planning, coordination, and execution of the South Huntington All-State Solo-Ensemble Festival that served five districts and over 400 students. Duties included working with NYSSMA's own Excel-based web program, letter formatting, and organizing volunteers.

TECHNICAL SKILLS

Microsoft Office 365, Salesforce Sales Cloud, Adobe Marketing Cloud (Omniure), Adobe Creative Cloud (Photoshop & Illustrator), Slack, Skyward, Blackboard, Canvas, Schoology, D2L, Seesaw, Teams.

AWARDS

Going the Extra Mile (GEM) Award, NBCUniversal

July 2016

Harden Presidential Scholar, Northern Michigan University

2010-2014

Awarded to incoming students who show leadership skills and academic success, grants a full-ride scholarship.

References Available Upon Request