

# ANDREW RICHMAN

99 Greensboro Road • Hanover, New Hampshire 03755 • (603) 643-5931 • asrichman@gmail.com

## TEACHER CERTIFICATION

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New Hampshire 7-12 mathematics certificate  
Illinois high school mathematics and social studies certificate  
Illinois self contained K-9 certificate

## EDUCATION

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**M.Ed. in Curriculum and Instruction**, Loyola University Chicago, IL  
Graduated January 1996. GPA: 4.0.

**Additional Mathematics Coursework**, University of Illinois at Chicago and DePaul University Chicago, IL  
Completed mathematics and methods classes needed for certification in high school mathematics (included 3rd semester calculus, linear algebra and mathematical biology).  
September 1996 – June 1997.

**B.A. in Government**, Harvard College Cambridge, MA  
Graduated June 1990 with honors.

## CURRICULUM DEVELOPMENT EXPERIENCE

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**Curriculum Writer and Project Manager**, Andrew Richman Educational Services. Hanover, NH  
Lead a group of writers creating a semester long junior college course that teaches basic mathematics and financial literacy using both original and public domain materials. Contracted by a partnership between the Dartmouth Center for Quantitative Mathematics and Education and the Financial Literacy Center at The RAND Corporation.  
July 2011 – September 2011.

## CLASSROOM AND TUTORING EXPERIENCE

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**Mathematics and Test Preparation Tutor**, Self-Employed Chicago, IL, Washington, DC and Hanover, NH  
Mathematics and test preparation tutor for elementary through high school students. Have worked one-on-one in person and online with a wide range of abilities and aptitudes. Have developed and taught private hands-on and discovery math classes designed to serve students with unusual needs.  
January 1996 - present.

**Adjunct Faculty – Mathematics**, Community College of Vermont White River Junction, VT  
Taught college level mathematics including statistics.  
June 2007 – December 2007.

**High School Mathematics Teacher**, Chávez Public Charter School for Public Policy Washington, DC  
Taught McDougal Littell's Integrated Mathematics II and III – 10<sup>th</sup> and 11<sup>th</sup> grade classes. Academic advisor and grade level dean. Advised community action projects and public policy internships. Co-taught end-of-year interdisciplinary capstone projects.  
September 2001 – June 2005.

**High School Mathematics Teacher**, The Edmund Burke School Washington, DC  
Taught Algebra 1, Algebra 2, Pre-calculus and UCSMP's Functions Statistics and Trigonometry course. Academic advisor, grade level dean and mentor teacher.  
September 1997 – June 2001.

**3<sup>rd</sup> and 4<sup>th</sup> Grade Self-Contained Classroom Teacher**, Chicago Public Schools Chicago, IL  
On faculty of the VISIONS School-Within-a-School (thematic, whole language philosophy). 3<sup>rd</sup> grade for two years, 4<sup>th</sup> grade for one year. Represented VISIONS on the Small Schools Network Annenberg Grant Board. Helped write Annenberg and other grant proposals. Member of Site Leadership Team.  
September 1993 - June 1996.

**OTHER RELEVANT EXPERIENCE**

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**Business Owner**, Andrew Richman Educational Services/Upper Valley Tutoring Hanover, NH  
Created and currently running an educational consulting company that provides tutoring, test preparation and curriculum development services. Hired and supervising 19 math, science, foreign language writing and test preparation tutors and two curriculum writers. Created and currently implementing all systems and policies including payroll, marketing, and evaluation.  
September 2008 - present.

**Grant Writer**, Profamily Social Service Connections Inc. Chicago, IL  
Helped a small non-profit organization formulate goals, objectives, mission statement, and evaluation plan. Wrote funding proposals for private foundations and the federal government. June 1996 - March 1997.