

B. MARIA FIORITO

417 Bulifants Blvd., Apt. 323
703-888-7580
Indyroma@gmail.com
www.FioritoArt.com

SUMMARY

I am eager to provide services as an Art Teacher to support the educational and emotional development of students of all backgrounds and abilities for their success as individuals and teammates within their school and wider community. My aims are to promote a child-centered classroom to cultivate autonomous creativity, skill improvement, empathy, and understanding. I practice a strong work ethic with attention to detail, prioritization, multitasking, and commitment. I have leadership qualities of encouragement, compassion, and adaptation to new situations, with the goal of fostering a positive and flourishing classroom environment.

EDUCATION

M.A., Art Teacher Education (part-time and on-line)

University of Florida; Gainesville, FL

Currently 24 credits completed

This is NOT a teacher preparation program for a certificate. Currently working with VDOE to evaluate necessary future requirements.

Expected August 2024

M.A. Coursework in the Visual Arts, 27 credits total

Georgetown University; Washington DC

2009 - 2011

B.A., Spanish Language

University of California, Riverside; Riverside, CA

2004

Undergraduate Level Coursework in Art Practice Education, 33 credits total

Equivalent to BA in credits within focus area of Fine Art

2000 – 2022

Baroque Rome - UC Riverside, 4.00 credits – Art Teacher Education

Beg Paint & Design - UC Riverside, 4.00 credits – Fine/Studio Arts

ART 020A Color - Foothill Community College, 3.00 credits – Fine/Studio Arts

Beginning Ceramics - Foothill Community College, 3.00 credits – Applied Arts

Beginning Ceramics Seminar - Foothill Community College, 1.00 credit – Applied Arts

Drawing I - Northern Virginia Community College, 4.00 credits – Fine/Studio Arts

Intro to Graphic Skills - Northern Virginia Community College, 4.00 credits – Graphic Arts

Fund of Design I - Northern Virginia Community College, 4.00 credits – Applied Arts

Figure Drawing - Thomas Nelson Community College, 3.00 credits – Fine/Studio Arts

Computer Graphics I - Thomas Nelson Community College, 3.00 credits – Graphic Design

EXPERIENCE

Art portfolio and art education resources (lesson plans, research, etc.), go to www.FioritoArt.com

Long-term Substitute Teacher in Art (ends Jan. 22, 2024)

1/2024 - Present

Tabb High School, York County School District

Teaching the assigned subject and enabling each student to pursue his/her education in the absence of the regular teacher. Per the York County School Description:

- Teach the lesson plans outlined by the regular classroom teacher. Assist in technical and creative practice.
- Assume responsibility for overseeing pupil behavior in class, during lunch and in other activity periods.
- Maintain maximum supervision of assigned students at all times.
- Report in writing on the day's activities at the conclusion of each teaching day.

President of Williamsburg LDS Primary Organization

6/2021 – Present

Church of Jesus Christ of Latter-Day Saints—Williamsburg, VA

- Oversee the Primary organization for the learning and growth of children ages 18 months to 11 years old.
- Appoint and oversee 16 teachers and head music leader for 8 children's classrooms which make up the Primary organization for the Ward (congregation).
- Oversee weekly learning instruction and extra-curricular activities of the Primary.
- Prepare and conduct various quarterly and yearly programs and activities for parents and children.
- Participate and provide input and support in the Ward's Leadership Council.

Co-Founder, Web Designer, Graphic Designer, & Brand Management

2018 – 2021

Vivamus, Inc., Immortal Reef Website, <https://www.immortalreef.com/>

- Web design using CSS and HTML to develop stylistic elements on the Immortal Reef website. The designs required in depth consideration of the functional and navigation requirements of the site.
- Graphic design using Adobe Illustrator to design website's main logo, trade dress, unique icons for navigation buttons, merchandise illustrations, merchandise stickers, and social media advertisements.
- Brand management including social media advertising, client and stake holder relations, and website forum management.

Executive Assistant & Program Coordinator

2/2008 – 5/2012

Office of the College Dean, Georgetown University—Washington, DC

- Provided direct support to the Dean of Georgetown College of Georgetown University. Handled correspondence, files, calendar scheduling, and events such as dinners, lectures, and ceremonies hosted by the Dean.
- Acted as liaison between the Dean and University administrators, donors, staff, faculty, and boards. Safeguarded the confidentiality of College administration by exercising discretion in communication between the Dean's office and faculty and staff, as well as with confidential and sensitive records.
- Handled the Dean's personal travel and business travel. Managed all expenses related to the Dean and Provided general maintenance of Dean's office.

Assistant Program Manager

9/2007 – 1/2008

(* Promoted from position of Office Manager/Executive Assistant)

GATTS, Inc. (*Global Analytic IT Services*) HQ—Alexandria, VA

IT and network services for security, defense and e-government for federal customers

- Provided assistance to the Program Manager for programs, including a \$51 million contract. Led entire internal set up of new facility accommodating employees, including construction, furniture order, interior design, equipment & supply order, and voice/data set up. Assisted in reorganization of internal documents, policies and deliverables, and support contract, security, proposal, and accounting department in all deliverables due to customers.

Office Manager & Executive Assistant

9/2005 – 9/2007

GATTS, Inc. (*Global Analytic IT Services*) HQ—Alexandria, VA

IT and network services for security, defense and e-government for federal customers

- Provided direct assistance and support to the CEO/Chairman and President. Provided support to all office departments while providing all general office maintenance such as ordering and maintaining office supplies, equipment, office build-out/expansions, meeting coordination, and web updates for headquarter, project/contract personnel.
- Implemented new travel and purchase system for company and contracted staff, reducing the workload for the accounting department. Managed all travel arrangements for headquarters' staff and project/contract staff.
- Managed overseas Army contract, providing all pricing and delivery of equipment order.
- Integral part of proposal submission, support in pricing, final binding/presentation and final delivery of proposals.

- Updated HQ database, prepared, submitted and kept records of all procurement forms and requisitions for all orders of supplies, services, purchase orders and other forms. Assisted accounting with management and tracking of project account payables and receivables improving department's functionality.
- Monitored and responded to multiple email accounts, phone service, copier maintenance and technical issues.
- All company event planning: Holiday & annual (100-300 people).

SKILLS & QUALIFICATIONS

- Positive behavior, classroom, and lesson management from experience in teaching art classes to both children and adults for various art and activity programs
- Fine artist in drawing & oil paint medium with extensive art training through art classes and studio lessons
- Word Perfect, Microsoft Office Word, Outlook, Excel, Power Point
- Adobe Illustrator and Adobe Photoshop
- Member of Relief Society, largest women's organization in the world

LANGUAGES

- Intermediate in Spanish Language