

Myaja Watson

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Norfolk, Virginia

EXPERIENCE

Danzstar, Virginia Beach, VA — *Dance Teacher*

May 2023 - PRESENT

- Educated students on the importance of proper technique and safety when performing.
- Collaborated with choreographers to refine or modify dance steps.
- Encouraged creativity and innovation in all aspects of dance instruction.
- Assisted with costume design for performances including selecting colors that are suitable for the type of dance being performed.
- Harmonized body movements to rhythm of musical accompaniment.
- Participated actively in professional development opportunities such as attending conferences or seminars related to teaching dance classes.
- Organized and managed student choreography for school performances. Assessed students' dancing abilities to determine areas needing improvement.
- Designed syllabi that incorporated elements of music theory, improvisation, composition, anatomy, kinesiology, history of dance forms.
- Created choreography for student performances in various styles of dance such as jazz, ballet, tap, hip hop, and contemporary.
- Assessed students' dancing abilities to determine areas needing improvement.
- Designed syllabi that incorporated elements of music theory, improvisation, composition, anatomy, kinesiology, history of dance Forms.
- Created choreography for student performances in various styles of dance such as jazz, ballet, tap, hip hop, and contemporary.
- Explained and demonstrated techniques and methods of regulating movements of body to musical or rhythmic accompaniment.
- Managed budgets related to purchasing costumes, props required for performances or other activities organized by the school and studio where I was employed as a Dance Teacher.
- Incorporated new trends in dance into existing repertoire while staying true to core style elements.
- Utilized improvisation exercises to encourage creative development among dancers.
- Provided guidance throughout entire rehearsal process from initial concept creation to final performance execution.

SKILLS

Time Management

Accountability

Marketing

Public Speaking

Babysitting

Event Planning

Mentoring

Tutoring

Communication

Teaching

Organizational

Curriculum Development

Certifications

CPR

First Aid

Old Dominion University, Norfolk, VA— *Front Desk Receptionist*

April 2021 - Present

- Answer door requests
- Perform key audits
- Update desk logs
- Perform incident reports
- Check in/out students of housing
- Handle packages
- Monitored front desk traffic to support customer satisfaction
- Handled multi-line phone system and promptly transferred calls
- Answered questions about company

Movement in Motion, Norfolk, VA— *Dance Teacher*

October 2022 - May 2023

- Teach using various dance styles and methodologies from beginner to advanced level
- Develop/ create dance curriculums and prepare lesson plans
- Communicate with a diverse group of teachers and students
- Engage, encourage, and motivate students to reach their goals
- Evaluate student performance and make recommendations for improvement
- Choreograph routines and select music for recitals and concerts
- Conduct group and private lessons as required
- Provide a fun and creative environment
- Keep up discipline and implement any changes to the dance routines and curriculum as needed.
- Organized weekly rehearsals for student performances in recitals, competitions and shows.
- Established relationships with parents by providing detailed information about their child's progress in class.
- Fostered an atmosphere of respect among peers through activities designed to build confidence.
- Advised on proper nutrition habits for dancers in order to maintain healthy physical conditioning

StudySoup, USA (remote)— *Blogger*

August 2019 - May 2023

- Utilized social media platforms to promote blog content for increased visibility.
- Developed and managed content for a blog website, utilizing SEO best practices to maximize reach.
- Interpreted Google Analytics reports in order to identify areas of improvement.
 - Edited photos in Adobe Photoshop for use in blog posts and social media updates.
 - Conducted user testing sessions with target audiences to gain insights into how they interact with content.
 - Created monthly editorial calendars outlining upcoming post topics.
 - Managed blog posts from idea conception to publication, including writing, editing, proofreading and formatting

Soccer Shots, Virginia Beach, VA— *Coach*

February 2022- April 2022

- Instructed players on rules, regulations, and soccer techniques.
- Evaluated athlete skills and reviewed performance records to determine fitness levels and potential in sport.
- Adjusted coaching techniques based on strengths and weaknesses of athletes.
- Planned and directed physical conditioning programs to enable athletes to achieve maximum performance.
- Planned activities designed to promote physical fitness through nutrition education.
- Analyzed game footage to understand player performance and scout upcoming opponents.
- Evaluated opposing teams' strengths and weaknesses in order to create effective game plans.
- Created strategies for team success in competitive matches.
- Maintained records of team members' attendance, conditioning levels and other pertinent information.
- Collaborated with other coaches to organize tournaments or special events.
- Monitored athletes' use of equipment to verify safe and proper use.

Building Blocks Preschool, Norfolk, VA— *Teacher*

January 2022- March 2022

- Implemented strategies for managing disruptive behaviors within a classroom setting.
- Developed and implemented physical education lesson plans to meet the needs of diverse students.
- Encouraged positive behavior among students by providing guidance, support, and motivation during classes.
- Collaborated with classroom teachers to create interdisciplinary activities that integrated physical activity into curriculum topics.
- Provided feedback on individual student progress and encouraged improvement through constructive criticism.
- Responded quickly and appropriately to medical emergencies or injuries during class time.
- Managed daily operations of a gymnasium including equipment maintenance and storage.
- Communicated effectively with parents regarding student progress in physical education classes.
- Taught basic skills in various sports such as soccer, basketball, volleyball, badminton
- Fostered healthy attitudes towards physical activity through implementing fun yet challenging games.
- Created an environment in which all students felt safe, respected, and comfortable while participating in physical activities.
- Maintained accurate records of student grades and attendance for report

cards.

Follet Bookstore, Norfolk, VA—Bookstore Associate

November 2021- January 2022

- Restocked shelves with newly arrived merchandise while adhering to proper display techniques.
Monitored stock levels on shelves to ensure adequate supplies were available at all times.
- Performed cashiering duties including processing credit card payments and issuing receipts.
- Assisted customers in selecting books that best suited their needs and interests, utilizing knowledge of current authors, titles and genres.
- Demonstrated excellent customer service skills by resolving customer complaints quickly and efficiently.
- Maintained accurate records for inventory control, ordering merchandise as needed.
- Received and inspected book merchandise, reconciling inventory with purchase orders.
- Shelved, arranged and organized product or space within store to maintain appealing sales floor.
- Located books for customers, ordering out-of-stock books upon customer request.
- Conducted research into potential new titles for stocking in the store based on customer demand or industry trends.

Country Inn and Suites by Radisson, Virginia Beach, VA—Front Desk Receptionist

May 2021-August 2021

- Handled multi-line phone system and promptly transferred calls.
- Answered questions about company location and hours of operation.
- Monitored front desk traffic to support customer satisfaction.
- Compiled reports from information gathered through computer systems or other sources for management review.
- Assisted colleagues in completing special projects related to customer service initiatives.
- Assisted with the set-up of meeting rooms including arranging seating arrangements, providing refreshments.
- Created invoices for customers based on their orders placed with the company.
- Maintained cleanliness and organization of public areas and conference rooms.
- Welcomed on-site visitors and directed to appropriate personnel.
- Managed digital and analog filing systems to protect confidential data.
- Performed nightly closing procedures such as balancing cash drawers and reconciling accounts.
- Processed payments for room charges and incidentals using point-of-

sale systems.

Utilized reservation system to book rooms, adjust rates, and modify reservations as needed.

Prepared reports on occupancy levels, revenue collections, account balances

Madison Heights Elementary, Madison Heights, VA-*Assistant Teacher*

August 2018- May 2019

- Observed play activities to identify positive behaviors and areas in need of improvement
- Offered positive and nurturing environments to support child LANGUAGES social and emotional growth
- Created and implemented diverse educational strategies to boost English development
- Monitored schedules to maintain sleeping, eating, and school schedules for children
- Maintained effective schedule balance between rest periods, active play, and instruction
- Cleaned classrooms and organized instruction materials in appropriate locations.
- Helped to maintain a positive learning atmosphere in the classroom.
- Developed and maintained consistent, positive relationships with children.
- Participated in student field trips and provided support to students during outings.
- Conducted small group instruction sessions focusing on specific topics or skills according to individual student needs.
- Provided guidance counseling services for at-risk youth facing social or personal challenges.
- Organized field trips that aligned with curriculum objectives to provide real world applications of lessons taught in class.
Collaborated with teacher in adapting curriculum to meet individual student needs
- Provided guidance counseling services for at-risk youth facing social or personal challenges.
- Organized field trips that aligned with curriculum objectives to provide real world applications of lessons taught in class.
- Collaborated with teacher in adapting curriculum to meet individual student goals.
- Assisted teachers with lesson plans and classroom activities, while encouraging student participation.

Panera, Lynchburg, VA- *Line Worker*

June 2018- May 2019

- Learned new menu offerings and options easily to assist
- Efficient multitasking customers with selecting items
- Maintained spotless and tidy dining area by throwing away food
- Strong Verbal Communication wrappers on tables, emptying trash

- receptacles and cleaning Leadership floors during slow periods .
- Maintained well-stocked stations with supplies and spices for Problem-Solving maximum productivity Materials Preparation Prepared foods like sandwiches and soups to assist cooks meet
- Food Inspection turnaround times on orders
- Prepared identical dishes numerous times daily with consistent Accountability care, attention to detail and quality
- Prepared various types of dishes and ingredients according to standard recipes.
- Assisted with prepping ingredients for a variety of menu items.
- Verified freshness of food and ingredients by checking for quality and rotating stock.

Old Dominion University , Norfolk, VA— *Bachelor's of Arts: Dance*

August 2019- December 2023