



LINA JORDAO

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PROFESSIONAL SUMMARY

Enthusiastic nanny/facilitator with an extensive background providing exceptional care and support to early years children and above. Monitoring and supervising behaviour, addressing concerns swiftly to minimise ongoing issues. Promoting self-directed learning and play through appropriate and creative activities. Exceptional Nanny with experience supporting daily success and health of children of varying needs and interests. Versatile and adaptable in conducting errands, changing nappies and entertaining children according to parental specifications. Reliable and supportive member of house operations, assisting family as extenuating circumstances arise.

SKILLS

- Creative
- Follow well instructions
- Can do attitude
- Caring
- Good listener and communicator
- Punctual
- Motivated,
- Dedicated
- Patient.
- Emotionally Supportive
- Behaviour Management Techniques
- Skilled in working with special needs children
- Cheerful and energetic
- Good singer and story teller.
- Speak Portuguese
- Covid fully vaccinated
- Valid passport
- Eu settlement
- Nanny insurance
- Dbs

WORK HISTORY

SEN NANNY

04/2021 to CURRENT

Hampstead | London , hampstead

- Nanny for 7 year old twins with main focus on the boy with cerebral palsy.
- Supported parents and the boy while he was recovering from a operation.
- Built positive and nurturing environments to support child social and emotional growth.
- Supported children in daily activities, including playing, meals and snacks and hygiene
- Worked with and learned from parents, to develop and implement discipline programs as ideas to promote positive behavior and to help both children.
- Developed games and activities using arts and crafts to support learning and verbal skills and development of fine skills.
- Promoted language/ physical development skills, spelling through reading

and storytelling and singing resulting on a natural engagement of the boy who has become more vocal expressive and more willing to try movements

- Engaged with children on age-appropriate level.
- Assisted children in dressing appropriately for day's activities.
- Assisted with light housekeeping duties as well as running errands.
- Involved the girl in caring for household chores.
- Balanced playtime and limited screen time to support development of fine motor, gross motor and cognitive skills.
- Bathed, dressed and helped with teeth brushing as part of bedtime preparation and nappy change in particular with the child with cp.
- Communicated with children at age-appropriate levels to encourage understanding and foster relationships with resulting in a better response from the girl who reluctantly would take instructions and started to take instructions and initiative on her own.
- Develop creative ideas to engage the boy in math learning using resources as toys and stories that positively made an impact.
- Administered epilepsy medication.
- Used basic makaton signs to help with understanding daily tasks/activities.

SEN NANNY

10/2020 to 02/2021

London | London

- Encouraged to do tasks to develop fine skills and motor skills, (handwriting, glueing cutting, drawing, etc) took out to the park and playground, exposed the child to new situations, supported communication with pecs.
- Recorded information about behaviour, food served.
- Led the child to tidy up, teach responsibility and increased initiative with fewer prompts.
- Assisted with sensitive tasks such as toileting and bathing, maintaining strict confidentiality and respect.
- Monitored playtime to prevent overuse of technology, television, or other detrimental influences.
- Read/introduced a variety of books to promote communication/ language development skills and increased - non-verbal response and interest with independent requests for more reading.
- Devised activities that helped promote physical and mental development(yoga),mastered one yoga pose.
- Encourage the child to listen to recordings from the speech and language therapist and there was an independent word attempt that became regular.

CHILDREN'S ENTERTAINER

03/2015 to 03/2020

london | London

- Children's entertainer in various events.

- Storytelling/musical Puppet shows/ games/balloon modelling face painting.
- Studied characters' backstories to perfect interpretation.
- Memorised all lines and cues in time for rehearsal and performances.
- Delivered an exceptional level of service to each customer by listening to concerns and answering questions.
- Engaged audiences and had very happy children and parents who wanted to extend the time previously arranged.

LIVE IN NANNY

11/2014 to 09/2016

London | London

- School, pick-ups, and drops.
- Cooked healthy meals, helped with children's baths, to dress up, with homework, played with the children, organized playdates, trips to the park museums, theatre, and farms, took the children to medical appointments, parties, cinema, and restaurants.
- Stimulated the children's interests and encouraged them to do age-appropriate activities (role play, storytelling, singing, dancing arts and crafts, lego, etc).
- Increased children's independence and expressions of their feelings, wants, and needs, in particular with one of the siblings who was shy and less confident and significantly gain control over his space.
- Utilised practical communications skills to maintain and build positive bonds, children learned concepts, through games and roleplay and were able to implement slowly those concepts while being supervised.
- Children have developed a sense of self and started to nurturing their own interests Children's interest and openness increased and language, and communication and physical skills have developed very positively.
- Storytelling/musical puppet shows/ games/balloon modelling face painting Children's entertainer in various events.
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- Studied characters' backstories to perfect interpretation.
- Memorised all lines and cues in time for rehearsal and performances.

PLAY THERAPY VOLUNTEER

01/2015 to 01/2016

care free kids | London

- Facilitated the continued expression of emotions that the child was unable to share before, through a dedicated observation.
- An acknowledgment of what the child was playing and experiencing.
- Some independence achieved and openness due to a non-judgemental approach and for providing time for the child to explore.

CHILDREN'S ENTERTAINER

01/2013 to 12/2014

London | London

- Delivered an exceptional level of service to each customer by listening to

concerns and answering questions.

- Engaged audiences and had very happy children and parents who wanted to extend the time previously arranged.

NANNY/MOTHERS HELP

10/2012 to 03/2013

London | London

- Looking after a 2 years old girl, taking the child on trips to the park or local activities assisting the mum with a 7 months old boy, and evening babysitting.
- Development of the oldest child language in Portuguese and improvement of speech, and communication.
- Independent requests to use the toilet while being potty trained.
- Requests to play, development of fine and motor skills, through games puzzles and actions songs.
- Increased engagement(focus) in activities (arts and crafts) and listening to stories.
- Able to locate and ask for objects of interest.
- Stimulated to follow simple instructions with praise and attention and being capable to follow them.
- Being showed different role models through role play and being able to copy and independently started to play.

PURPPETS WORKSHOP LEADER

08/2011 to 09/2011

Lisbon | Lisbon, Portugal, Portugal

- Planning and introducing models of puppets to the class.
- Giving materials and prepared for a puppets show presentation Employed excellent time-management skills and positive reinforcement to maximize completion and reducing errors.
- Children have completed and produce very original puppets and felt very satisfied with their own results.
- Children felt very confident and proud and performed their own puppet show which was a positive contribution to their self-esteem.

DRAMA FACILITATOR

09/2009 to 08/2011

Lisbon | Lisbon, Portugal, Portugal

- Weekend classes for children from 4 years old up to 12 years old including exercises to improve social skills, self-confidence, creativity, and language.
- Children have developed their confidence and explored different roles.
- Improved their acting and social skills Felt inspired to pursue a career as an actor.
- Increased their resilience and the ability to take and wait for their turn.
- Learned how to overcome some personal challenges and make a positive turn.
- Bonded and made new friends Parents become more supportive and built

a little community.

- To help their children to be successful.
- Children become more in acceptance and less rigid.
- Performed a show and felt very satisfied with the parent's input.

EDUCATION

Understanding Autism Asperger Online
University of Derby , Derby

02/2021

Understanding Learning Difficulties Level 2
Learning Curve

03/2021

- Continuing education in special needs

Acting

08/2019

Arts And Shows Institute, Lisbon

- Professional development completed in acting

ACCOMPLISHMENTS

- Song writing and singing for children'
- Shows in local schools
- Collaboration with a theatre director from Flash musicals.