

JESSICA CLAIRE

100 Montgomery St. 10th Floor ♦ (555) 432-1000 ♦ resumesample@example.com

SUMMARY

Professional supervisory Licensed Clinical Social worker with acute critical thinking skills offering multiple years in post-graduate medical education, higher education, psychiatric clinics, and private practice. Proactive advocates for clients in all areas. Experience as a key member in multidisciplinary teams. Strong reputation for defusing tense situations and establishing rapport. Excellent subject matter expertise.

SKILLS

- Curriculum Planning and Implementation
- Field and Classroom Social Work Course Development
- Workshop and Conference Presentations
- Education Assessments
- Conflict Resolution
- Performance Evaluations
- Advanced Research Techniques
- Program Analysis
- Staff Development
- Logistical Planning
- Inter-Department Collaboration
- Policy Management

EXPERIENCE

Instructor, Field Director, Lead Testing Specialist, Research Specialist, 03/2016 - 11/2022

Nevada Regional Medical Center – Nevada, MO

- Created curriculum for Bachelor and Master level social work interns
- Provided supervision for interns, licensed master level social workers, and unlicensed master level practitioners
- Delivered individualized and group instruction for medical students, PhD candidates, nursing students, physician assistant students, nurse practitioner students
- Conducted neuropsychological research including subject selection, implement selection and selection criteria
- Implemented clinical trials and actively participated in investigator meetings in accordance with study timelines and budgets
- Created telehealth scripts and protocols for fellow team members to use during the COVID-19 pandemic, which resulted in increased telehealth use and safe patient encounters
- Provided evidence-based care through individual and group therapy
- Evaluated patients for neuropsychological testing
- Conducted phone consultation with other therapy providers
- Planned instruction to achieve objectives based upon student needs and established curriculum.
- Established objectives for lessons, modules and projects.
- Performed assessments focused on long and short-term student needs to develop individualized education program.
- Maintained evening or weekend hours to provide students with additional support.
- Coordinated and facilitated training, encouraging group participation and ownership.
- Developed curriculum to support distance education and hybrid courses.
- Observed and evaluated student performance and development and provided appropriate feedback on work.

Unit Therapist, 08/2014 - 03/2016

Texas Health Resources - Springwood Psychiatric – City, STATE

- Supervised Social Work Interns
- Inpatient Unit Therapist: Geriatrics, Adult Populations, Adolescents, and Chemical Dependency
- Therapy Provider: Partial Hospitalization and Intensive Outpatient Programs for Adults, Women, Families, Individuals, Adolescents, Complex Trauma, and Chemical Dependency
- Responded to emergency situations and provided crisis support.
- Facilitated and obtained appropriate authorizations for care.
- Evaluated substance use disorders and related mental health issues.
- Revised treatment plans in consultation with clinical psychiatrist based on patient progress.
- Maintained progress notes and documentation for patient health records.
- Collaborated with multidisciplinary team to determine effective treatment plans.
- Delivered appropriate therapy based on diagnosis and individual needs.
- Conducted mental health counseling using evidence-based practice and clinical models.
- Performed comprehensive assessments for each patient.

Education Coordinator for Graduate Medical Education Coordinator, 04/2005 - 08/2011

University Of Texas Southwestern Medical Center – City, STATE

- R-25 NIMH Research Training Grant Coordinator
- Developed a supervision and training program for coordinators in site visit preparation and program management
- Coordinated and administered operations R-25 Research Training Grant
- Developed and managed contracts and budgets, stipends and funding between institutions
- Created and maintained policies and procedures to ensure compliance with university, state, national, and international standards
- Developed and implemented evaluation processes for graduate medical education faculty, staff, and post-graduate students
- Developed and maintained efficient processes for special projects including all recruitment and admissions processes
- Recommended evidence-based instructional programs to utilize with students.
- Created and implemented department support framework to address district's strategic goals.
- Conducted data analysis based on performance scores to develop school improvement plan.
- Built and updated evaluation and survey tools to monitor and improve effectiveness of courses.
- Demonstrated knowledge of varied learning modalities.
- Demonstrated leadership by making improvements to work processes and helping to train others.
- Developed and improved curricula, course formats and lesson presentations for diverse topics.

EDUCATION AND TRAINING

M.S: Social Work Direct Practice

University of Texas at Arlington - Arlington, TX

B.A.: Psychology

University of North Texas - Denton, TX

B.S.Ed: English

Baylor University - Waco, TX

CERTIFICATIONS

- Licensed Clinical Social Worker - Supervisor 2016 - present License #59823
- Licensed Chemical Dependency Counselor 2016 - present License #12979
- Licensed Texas Teacher, Secondary English (grades 6-12) with certifications in Gifted and Talented Education and Advanced Placement