

Robert Smith

Service Advocate

PERSONAL STATEMENT

- 1) Psychology instructor in the 90's at college in Las Vegas, NV x 10 years
- 2) USAF x 10+ years as a medic and photojournalist in US and Europe
- 3) three earned university degrees (i.e., BA/English; MS/Community Counseling; and PsyD/Psychology)
- 4) five different volunteer social organizations to give back to my community [see all on website at <http://www.wjackson.net>].

WORK EXPERIENCE

Service Advocate

ABC Corporation - July 2014 - February 2016

Responsibilities:

- Advocate for and supporting the individuals served to ensure they are as independent as possible.
- Develop and maintain a positive relationship with individuals served.
- Teach daily living skills to individuals served.
- Provide oneonone or group community integration outings.
- Monitor individual physical and emotional health, obtain services as directed and report all significant issues to the coordinator.
- Administer individuals medications.
- Write shift summaries on a daily basis.

Advocate

Priest River Ministries - 2010 - 2014

Responsibilities:

- for victims of domestic violence, sexual assault and trafficking
- Volunteer one day per week to act as advocate if victims are in need of assistance, shelter, clothing, Civil Protection Orders, and childcare
- Perform shelter checks at three local locations
- Spokane Neighborhood Action Partners (SNAP), Spokane, WA 2015-Present Grant writing assistant for Living Green, energy conservation/awareness outreach program
- Responsible for research of potential grants available, completion of Letters of Interest (LOIs), Completion of grant applications, edit/proofreading, and other misc
- tasks as needed
- Golden Key International Honor Society Member since 2014.

Education

Bachelor of Arts in Early Childhood Education Administration -
(Ashford University - San Diego, CA)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
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www.qwikresume.com

SKILLS

Demonstrated Ability To Assist Clients With Activities.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)