**Christian Quarles**

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**Recovery Culture Manager**

Accomplished Recovery Culture Manager experienced in the treatment field, organizing, facilitating, and managing a caseload of clients. Skilled in building strong team relationships, communication with clients, and policy and procedure implementation. Outstanding client relationship management, leadership, and presentation capabilities, as well as communication skills used to effectively interact with executives at all levels of management. Key skills include:

• Connecting with clients  • Running/Facilitating groups • AMA blockage

• Communication with staff • Documentation • Family contact

• 12 step program experience • Processes and Procedures • Quick Adaption

**Professional Experience**

**Nova Recovery Center, Wimberley TX**

**Recovery Culture Manager, March 2022-Present**

Managed Recovery Department, Recovery Program and the documentation program at Nova Recovery Center. Maintained a caseload and facilitated Chemical Dependency and Big Book groups.

* Managed Recovery Department of 3 employees managing employees schedules, PTO and daily groups.
* Structured Recovery Program at Nova developing Step Study groups, curriculum that clients engage in and the information presented in Big Book groups.
* Overlooked the documentation program used at Nova Recovery Center, scheduling groups and sessions, imputing clients into the program and managing the day-to-day processes within the program.
* Implements the Culture of Nova Recovery Center, bringing clients accountability, an environment of recovery and promoting long term sobriety through the 12 steps and life skills.

**Nova Recovery Center, Wimberley, TX**

**Recovery Specialist, 2018-March 2022**

Engage in a 12-step program with a caseload of clients and facilitating Chemical Dependency and Big Book groups.

* Develop relationship with 10-12 clients throughout their treatment stay and engage in a 12-step program with them.
* Facilitate Chemical Dependency and Big Book groups, breaking down the 12-step process and teaching recovery tools.
* Communication with client families on clients progress, engaging in family sessions and provide aftercare plans for clients including sober living and PHP/IOP step down programs.
* Creating curriculum for clients and groups, executing accountability for clients and their behaviors, creating team processes and procedures.

**Eudaimonia Recovery Homes, Austin, TX**

**Program Coordinator July 2018-September 2018**

Managed a caseload of up to 30 clients providing support and guidance for their early recovery in sober living. I was promoted within the Company and moved to Nova Recovery Center

* Provided case management for clients, helping them find jobs, meetings, and financial aid while in sober living.
* Weekly check ins with clients on their progress in the 12 steps, jobs and day to day living.
* Communicated with families on the progress of loved ones, their struggles, and improvements.
* Accountability with clients on their sobriety, cleanliness of living areas and providing services if client had relapse.

**Eudaimonia Recovery Homes, Austin, TX**

**Resident Care Advocate 2016-2018**

Provided residential care for clients in sober living and providing direction on living a life in recovery.

* Utilization of Bestnotes, a Hippa approved communication system, to log written reports as well as provide oral accounts of client observations continually while on shift.
* Assisted with monitoring and providing direction/redirection to clients regarding the structure of ERH programming, model, and support clients in what a recovery program can look like.
* Facilitated daily walkthroughs of the property, engaging in daily drug testing of clients on the property and responsible for client discharges and intakes.

**Education**

**High School Diploma –** Winfree Academy Richardson, Texas 2011

**Technical Skills**

MS Excel, MS PowerPoint, MS Word, MS Outlook, Bestnotes, Appsheet

**References**

**Steven Long, Director of Client Services, Infinite Recovery**

512-800-9262

**Ryan Rodriguez, Director of Operations, Eudaimonia Recovery Homes**

512-430-1484 [ryan.rodriguez@eudaimoniahomes.com](mailto:ryan.rodriguez@eudaimoniahomes.com)