

Robert Smith

Community Advocate/Analyst

PERSONAL STATEMENT

Professional, dedicated, and people-oriented with excellent listening and communication skills. Creative thinker and problem solver, skilled at responding well to difficult situations.

WORK EXPERIENCE

Community Advocate/Analyst **Humboldt State University - 2014 - 2020**

Responsibilities:

- Recruited participants in the Healthy Start Program. Served as a resource to community groups and organizations.
- Identified and assessed needs in the counties being served.
- Facilitated repeat prevention pregnancy sessions with teenagers.
- Helped individuals or groups of two with disabilities around the community and teach them
- Worked on their objectives like Career, Education, Mobility, Social Skills, etc.
- Provided support on the barriers they struggle with and support them.
- Couraged that they could accomplish anything they set their goals too.

Community Advocate **ABC Corporation - 2009 - 2014**

Responsibilities:

- 81004 # (719)-549-7100 Case Managing in School implementing a Truancy Pilot Program to keep youth in school.
- Collaborating with Judges, Social Services, Principals, Teachers, and Guardians.
- Providing Community involvement, building healthy relationships, home visits, summer school, tutoring, counseling, mentor and overall being a positive role model.
- Transporting youth to recreational, educational and disciplinary outings.
- Appearing in court to present the Judge with court reports and progression of student.
- Monitoring attendance, grades and behavior in the school environment, providing support for entire school, engage in school/community events..
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

B.S. in Child and Family Development - (Benedict College - Columbia, SC)

CONTACT DETAILS

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

SKILLS

Comport Skills, Research
Skills, Presenting
Building.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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