

ROBERT SMITH

Correctional Counselor I

info@qwikresume.com | [LinkedIn Profile](#) | [Qwikresume.com](#)

Correctional Counselor with a tenure record of successful launching and directing of large scale programs in the public and private sectors by performing oversight functions such as strategizing training, scheduling, organizing, and tracking processes with emphasis on quality assurance.

EXPERIENCE

Correctional Counselor I

ABC Corporation - JUNE 2014 - JANUARY 2015

- Provided individual counseling to inmates regarding institutional policy and various personal problems dealing with the effects of incarceration, to include drug abuse issues.
- Dealt with were coping with some sort of addiction, typically drugs/alcohol.
- Provided professional advice to assist them in developing appropriate adjustment techniques.
- Developed and implemented programs within the unit to meet the individual needs of the inmates confined, to include individual as well as group counseling.
- Encouraged inmates to view problems objectively and deal with them realistically in order to motivate them to better achieve their goals, improving their feeling of worth and self-pride.
- Played a key role in maintaining and enhancing the security of the unit and institution by extensive contacts with the inmates.
- Supervised an inmate orderly work crew, performed inmate work evaluations and inmate pay, and ensured a high level of sanitation was maintained in the unit.

Correctional Counselor

Delta Corporation - 2009 - 2014

- Uniformed, security trained member of the Unit Management Team responsible for resolving daily detainee issues before they become significant matters.
- Ensure that services and programs are delivered to detainees assigned to the unit as designed, work with inmates toward their goals in rehabilitation.
- The Correctional Counselor is a uniformed, security trained member of the Unit Management Team responsible for resolving daily inmate issues before.
- Ensures that services and programs are delivered to inmates assigned to the unit at a time and manner as designed.
- Provide for the safety, security, and sanitation for the staff, residents,

visitors, and the immediate surrounding community Monitors and document.

- Prepares disciplinary reports Supervises admission of visitors in and out of the facility.
- Conducts drug testing and breathalyzers.

EDUCATION

- Bachelor's in Criminal and Social Justice - (Central Michigan University Mt. Pleasant - Mount Pleasant, MI)

SKILLS

Microsoft Office, Management.