**Tiffani Rodriguez**

1551 Oak Lawn Ave, Dallas, TX 75207

**Education**

The University of Texas at ArlingtonArlington, TX

**Master of Social Work** August 2017 - Current

Texas Christian University Fort Worth, TX

B**achelor of Science in Sociology & Criminal Justice**  May 2014

**Professional Experience**

**Program Facilitator** June 2018- Current Girls Inc. of Tarrant County Fort Worth, TX

* Facilitate educational lessons to girls ages 10-17
* Engage in approved continuing education opportunities as appropriate.
* Serve as an ambassador for the agency.
* Administer programming directly to students.
* Coach students individually or collectively; provide referrals as needed.

**Box Office Intern** May 2018 – Current

Stomping Ground Comedy Theater Dallas, TX

* Manage at-door box office - sales
* Manage cash box
* Handle customer questions and serve as a theater liaison

**Case Manager**  June 2017 – October 2017

Guardianship Services Inc Fort Worth, TX

* Arranged services and benefits for the clients
* Advocated for clients to ensure they have proper care and all essential needs are met
* Managed a caseload of clients in nursing homes and group home settings

**Service Coordinator**  October 2015 – February 2017

MHMR of Tarrant County Fort Worth, TX

* Service Coordinator for the HCS programs providing ongoing services to persons with intellectual and developmental disabilities
* Screening and assessing needs for individuals
* Crisis intervention
* Planning, coordinating, and monitoring services to ensure individuals have a good quality of life

**Legal Clerk**  March 2015- August 2015

Jbabb Law Firm Dallas, TX

* Handled client intake paperwork and inputted information in online software
* Provided clients with up to date case status in relation to their cases
* Coordinated with a variety of courts to retrieve case information
* Provided customer service to clients and addressed clients question and concerns