

Cecilia Cuevas

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Education

Grossmont/Cuyamaca College, San Diego, California
-2 Associate Degrees (Social Work & ASL), June 2020
San Diego State University, San Diego, California
-Bachelor of Arts in Social Work, May 2022

Skills

- Intermediate knowledge of American Sign Language
- RTFH Coordinated Entry System Training
- Retail, Small Business, and Office Experience
- Mental Health First Aid USA Training
- Trauma Informed Care Knowledge
- Outlook & Google Experienced
- Leadership skills

Experience

Urban Street Angels., La Mesa, California

November 2023-Present

Short-Term Bridge Housing Case Manager Lead

- Case managed youth who were diagnosed with a serious mental illness and provided transitional housing to them.
- Processed the screenings and intakes for all new participants, determining their eligibility for the program.
- Updated inventory for the facility to keep upper management informed on what items needed to be purchased.
- Diligently updated clients' status through case notes, company's contact information sheets, and updating their VI-Y-SPDAT on the Regional Task Force of Homeless database
- Collaborated with other organizations in San Diego to assist youth, such as FHCS, The Center, Sharia's Closet, and more.

Home Start Inc., El Cajon, California

January 2023-November 2023

San Diego State University Rapid Re-Housing Case Manager

- Partnered with SDSU's Economic Crisis Response Team (ECRT) through weekly meetings and emails to have updated information about clients
- Provides assistance in helping SDSU students of all ages who are experiencing or at risk of homelessness quickly return to housing through case management and financial assistance through a collaborative partnership between SDSU & Home Start.
- Worked in transitional housing with SDSU students to help them find emergency shelter until they could become stably housed independently.
- Partnered with a housing navigator to locate units for clients to live in, then created a rental agreement plan with SDSU for the client to understand how much rent they would need to pay per month.

Transitional Age Youth Rapid Re-Housing Case Manager

June 2022-January 2023

- Assists in helping participants ages 18-24 who are experiencing homelessness quickly return to housing through case management and financial assistance.
- Helped clients fill out housing applications and would often call or write letters to property managers/landlords to advocate for the client.
- Provided case management to clients and helped them obtain resources they needed such as clothing, diapers, bus passes, referrals, and more.
- Worked alongside property managers/landlords and other nonprofits in San Diego to work to keep the client housed and safe.
- Attended team meetings and team training to learn from others.

Grossmont College: Health & Wellness Center, El Cajon, California August 2021-May 2022

BASW Internship

- Learned clinical software such as *Medicat* to help clients schedule therapy appointments
- Maintaining an organized and positive work environment while being able to coordinate with coworkers during meetings
- Often created posters & flyers for upcoming events on behalf of the department
- When not in the office, worked to help enroll students in Calfresh and held distribution drives for students so they could receive food and essential items, as well as help during Gizmo's Kitchen hours.
- Managed social media accounts on behalf of the department, making sure posts were friendly, affirming, and professional.

Certifications

- CITI PROGRAM-Social/ Behavioral Basic Course Program (Record ID:39823105)
- CALIFORNIA DEPARTMENT OF SOCIAL SERVICES: California Child Abuse Mandated Reporter Online Training for General Training (Record ID:00984284)