

Shamera Boozer

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Education

Spelman College, Atlanta, GA
Concentration: **Studio Arts** Minor: **Psychology**
B.A. awarded May 2010 with Cum Laude honors

Professional Experience

Award: 2015 Youth Build Charter School Staff Appreciation Award

Jewish Family and Children's Service, Philadelphia, PA

ELECT Case Manager for Youth Build Charter School, Spring 2014 – Present

Assist with the delivery of school wide services and provide individual case management. Coordinate student based services and truancy intervention. Facilitate educational groups, programs and services. Sustain monthly progress goals set by the School District of Philadelphia to ensure state funding is used adequately.

Jewish Family and Children's Service, Philadelphia, PA

Foster Care Case Worker, Spring 2013 – Spring 2014

Ensured the safety and well-being of foster care children. Established and maintained a nurturing relationship with foster care and kinship parents. Reported to the Philadelphia Family Court about the overall welfare and development of children in the care of JFCS foster parents. Conducted home visits to biological and foster family homes per state guidelines.

IBS Communications Inc., Philadelphia, PA

Web Marketing and Design Specialist, Autumn 2006 – Fall 2012

Responsible for creating and designing functional and visually appealing websites for potential customers to peruse. Created marketing material to be distributed to prospective clients. Helped with the designing of logos and technology provisions for various professional companies. Coordinated seminars and presentations for potential clients.

School District of Philadelphia, Philadelphia, PA

Student Advisor, Fall 2010- Summer 2011

Supported Philadelphia public schools in their efforts to reach and exceed yearly progress goals. Implemented attendance initiatives to motivate students to have perfect attendance. Prepared student profiles to be sent to Truancy Court and the Department of Human Services.

Skills

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|---|---------------------------|----------------------|
| • Strong Customer Service Skillset | • SPSS | • Photoshop |
| • Excellent interpersonal relations with all levels of an organization | • Microsoft Office | • DreamWeaver |
| | • Flash | |

Leadership Experience

IBS Communications Inc., Philadelphia, PA

- *Executive Board Member, 2011-2012*