

Objective

Seeks to perform this job to the best of the ability using the knowledge and skills have obtained through education, experiences, and volunteer work.

Skills

Interviewing, Project Development, Customer Service, Data Entry, Administrative Support.

Work Experience

Community Engagement Specialist

ABC Corporation - March 2015 – October 2015

- Coordinated foster home recruitment and retention efforts.
- Responsible for providing resource homes for 11% of children in foster care.
- Analyzed and provided continuous improvement solutions for statewide resource family matriculation.
- Increased the foster home applicant pool in Carroll County by 200% and County by 300%.
- Trained state staff in marketing, customer service, and business development strategies.
- Provided data-supported solutions to save money and increase pipeline management efficiency, which would allow for foster home matriculation in 90-120 days, as opposed to state standard 300 days.
- Worked with the executive team in strategic planning of grant implementation programs.

Community Engagement Specialist

Delta Corporation - 2010 – 2015

- Advocate for and assist clients in obtaining needed services + Assist consumers in maintaining eligibility for applicable programs, monitoring.
- Specialized in partnership development and building strong relationships with in-kind donors and religious organizations.
- This position requires elements of food service, volunteer coordination, and program management as well in relation to our special events and feeding.
- Home visits were conducted where Intake & assessments were completed to assess the needs of the families who have had a previous child welfare case.
- Provided one on one counseling sessions with mothers for family bonding to prevent future child abuse.
- Meet and collaborate with other local human services agencies to provide necessary resources for these families.
- Events and resource fairs were often provided for families to inform them of the resources in the community.

Education

Bachelor of Arts in Psychology - (California Baptist University - Riverside, CA)