

ROBERT SMITH

Asst. Group Home Supervisor

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SUMMARY

To obtain employment with an agency that is pro-active and progressive in its services. Specifically looking for an opportunity in which skills can be applied and used to the best of their ability.

SKILLS

Management, Organizing.

WORK EXPERIENCE

Asst. Group Home Supervisor

ABC Corporation - February 2006 – February 2008

- Provided leadership and direction to a staff of fifteen plus members.
- Secured a safe, influential and positive atmosphere for twelve ACS and OCFS placed boys aged 12-21, in a HARD TO PLACE FACILITY.
- Developed and monitored program routines and ensured that program objectives were met.
- Coordinated the direct care of residents placed.
- Monitored and modified as needed the care giving and disciplinary practice of staff to ensure that care was provided to children in safe and effective ways.
- Conducted staff meetings, scheduling, monthly supervisions, disciplinary actions, evaluations, interviews and terminations.
- Provided resources for staff development.

Group Home Supervisor

Delta Corporation - 2001 – 2006

- Supervisor for behavioral health treatment group home consisting of nine mentally ill dual diagnosed adults.
- Also provided supervision for four Counselors/Case Managers who were responsible for treatment and case management for clients living in home.
- Supervised foster care treatment group home consisting of nine court ordered male adolescents.
- Also supervised four counselors who were responsible for their mental health, education, and physical needs.
- Provided assistance with daily tasks such as hygiene, housekeeping, and meal preparation to group home clients with cognitive and/or physical .
- Documented clients health information, meal plans, and daily activities.
- Overseeing and complied with Title XXII Community Care Licensing standards for group home residents and staff.

SCHOLASTICS

- BACHELORS In HUMAN SERVICES - (JOHN TYLER COMMUNITY COLLEGE - Chester, VA)