

ROBERT SMITH

Associate Support Counselor I

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Compassionate Support Counselor who actively listens and builds trust to help clients resolve personal issues and achieve life goals. Critical thinker with an established skill set in research, technical operations, and interpersonal communication.

CORE COMPETENCIES

Great With Computer Software Such As Microsoft Word, Excel, And Powerpoint.

PROFESSIONAL EXPERIENCE

Associate Support Counselor I

ABC Corporation - 2018 – 2020

Key Deliverables:

- Worked with individuals who were homeless and have been immediately released from incarceration, crisis stabilization units, locked-down facilities, and hospitals.
- Provided linkage to private and community-based resources including, but not limited to, assessments, carrying out of service plan, individual counseling and rehabilitation support, crisis support, and referrals to long-terms support that promote the individuals wellness.
- Provided support and counseling to program participants in homes, places not met for habitation, hospitals, residential facilities, and other unique community locations that are untraditional.
- Provided transportation to program participants to carry out service plan and other needs to support wellness.
- Completed initial contact (phone, outreach, etc.) to new participants, either as a part of a team or individually, to assess his/her initial eligibility and interest in services provided.
- Provided individualized support, counseling, skill-building, and intervention based on the service plan and individual needs of the participant as well as coordinated needs of the program.
- Provided crisis support to individuals based on emergent needs of the participant as well as coordinated needs of the program.

Support Counselor

Delta Corporation - 2010 – 2011

Key Deliverables:

- Customer Service Representative, Bell Atlantic Corporation, Baltimore, MD, Nursing Aide, Saint Paul Nursing Home, Baltimore, MD Property Manager, .
- Assisting individuals with mental and developmental disabilities in developing living, social and recreational skills.

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- Assisting individuals with mental and developmental disabilities in developing living, social and recreational skills.
- Supervision of members in the community and in the group home Setting, doing monthly budget reports, assisting members to and from necessary daily .
- Activities of Daily Life meal preparation, hygiene, medication assistance Charting of health, entertainment, community involvement Follow Initial .
- Assistance with Daily Life Activities Charting behavior Report to supervisor.
- Organized and, over seen the daily activities for children and adults with autism and developmental disabilities.

EDUCATION

Bachelor of Science in Psychology - (Dominican University of California - San Rafael, CA)

