

Eleanor B. Jones

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Objective

A position as a social worker in an urban elementary school.

Education

University of Pennsylvania, Philadelphia, PA

Master of Social Work: May 2015

GPA: 3.90

University of Delaware, Newark, DE

Bachelor of Arts, cum laude, Psychology and Art, with a concentration in Painting: May 2013

GPA: 3.667/4.0

Honors: Dean's List (2011-2013), Calloway Humanities Scholarship and UD Scholar Award

Related Coursework: Developmental Disabilities; Policies for Children and Families; Practice with Children and Families; Advanced Social Work Clinical Practice; Mental Diagnostics; Applied Social Research; Groups, Organizations, and Community Dynamics; Promoting Social Change: Issues of Race and Gender; Developmental Psychology; Emotions and Preventive Intervention.

Related Experience

Social Work Intern, Waterford Township Public Schools, Waterford, NJ

9/14 – 5/15

- Provided individual and family counseling to special education and general education elementary school students.
- Facilitated social skills groups.
- Participated in Individualized Educational Program meetings, Educational Planning Team meetings, and Child Study Team meetings.
- Wrote and implemented counseling goals for students' IEPs and develop behavior contracts
- Conducted social evaluations and write social history reports.
- Compiled a comprehensive list of local resources and potential referrals for students and families.

Classroom Aide, Kingsway Learning Center, Haddonfield, NJ

Summer 2014

- Provided support and assistance to the teacher and students in a special education classroom during the extended school year.
- Fostered and strengthened students' academic skills.

Social Work Intern, Robin's Nest Group Home, Glassboro, NJ

9/13 – 5/14

- Provided individual counseling services to female residents ages 13 to 18.
- Planned and co-facilitated weekly therapy, support, and/or psychoeducational groups for residents.
- Conducted intake assessments of incoming residents.
- Developed and implemented treatment plans and participate in treatment-plan meetings.
- Provided daily services, assistance, and support to residents.
- Participated in staff meetings

One-on-One Aide, Kingsway Learning Center, Haddonfield, NJ

Summer 2013

- Provided one-on-one support and assistance for a student with autism.
- Attended meetings to discuss the student's strengths, needs, and progress.
- Assisted other students in the classroom.

Emotion Tutor, University of Delaware, The College School, Newark, DE

9/12 – 12/12

- Held weekly tutoring sessions with 9-year-old student, utilizing emotion regulation, emotion recognition, and emotion vocabulary to promote child's understanding of and comfort in discussing emotions.
- Assessed child's progress and submitted weekly reports of activities and results.

Undergraduate Research Assistant, Infant Caregiver Project, Newark, DE

9/12 – 12/12

- Coded and transcribed videotapes.
- Attended visits with children in the project.
- Researched and presented information to other undergraduate research assistants.

Childcare Provider, Hockessin Montessori School, Hockessin, DE

2/10 – 5/12 (Academic Years)

- Organized and executed group and individual recreational, artistic, educational, and social activities.
- Supervised children ages 2 to 9 in the Aftercare Program.
- Maintained a safe and productive environment.

International Experience

Volunteer, Buen Samaritano Orphanage, Esperanza, Dominican Republic

3/14 and 3/15

- Participated in week-long volunteer experiences
- Interacted with and supervised the children living at the orphanage.
- Taught at the orphanage and at the local schools.
- Developed intake and exit procedures for the orphanage residents.

Skills and Certifications

Home and School Visitor Certification (as of May 2015). Certified in adult, infant, and child CPR. Proficient in use of Microsoft Word, SPSS, and Internet Applications. Basic knowledge of Spanish.

JULIE KIM

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Permanent Address: 000 Eighth Ave., Apt. 4G, New York, NY 10019
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EDUCATION

UNIVERSITY OF PENNSYLVANIA
Master of Social Work Candidate
GPA: 3.97/4.0

Philadelphia, PA
May 2015

UNIVERSITY OF NOTRE DAME
Bachelor of Arts, *magna cum laude*, Psychology
GPA: 3.62/4.0
Honors: Ruth E. Fizedale Social Work Award; Dean's List (six semesters)

Notre Dame, IN
January 2013

SOCIAL WORK INTERNSHIPS

WOMEN AGAINST ABUSE
Social Work Intern

Philadelphia, PA
Fall 2014-Present

- Provide case management services to women in a domestic violence shelter, including assessments, housing referrals, ongoing counseling, and mediation between clients
- Created and facilitate a weekly psycho-educational workshop series
- Co-facilitate two weekly support groups based on the SELF model
- Work as part of a team in maintaining a safe environment for victims of domestic violence

PHILADELPHIA HEALTH MANAGEMENT CO.
Case Manager - Intern

Philadelphia, PA
Fall 2013-Summer 2014

- Provided case management services for up to 18 clients in the Maximizing Participation Project (MPP) by conducting home visits
- Developed Individual Service Plans and maintained weekly case notes for clients
- Provided case management services for clients living in subsidized housing
- Created a resource database for use by all employees at PHMC

OTHER RELEVANT EXPERIENCE

THE PARENT INFANT CENTER
Assistant Teacher in After School Center

Philadelphia, PA
Spring 2012-Summer 2012

- Worked to provide a safe and nurturing environment for pre-school aged children
- Taught the children academic and social skills through enrichment programs
- Developed a curriculum of age-appropriate workshops and clubs for the children
- Provided ongoing feedback and support for the parents

THE CENTER FOR THE HOMELESS
Family Services Assistant and Children's Activity Room Aide

South Bend, IN
Spring & Fall 2012

- Assisted the case managers in the department of family services
- Provided resources and additional support for homeless families
- Monitored play, organized activities, and taught social skills in the children's room

THE FAMILY AND CHILDREN'S ASSOCIATION

Westbury, NY
Summer 2012

Volunteer

- Assisted the counselors and staff at a substance abuse counseling center
- Conducted intakes, coordinated resources, and answered and redirected phone calls
- Organized activities for the children while their parents were in Nassau County Family Court.

RECTORY PADDOCK SCHOOL FOR AUTISM

London, England
Fall 2011

Teacher's Assistant

- Assisted teachers in a classroom for developmentally delayed autistic children
- Helped to create and implement appropriate activities for the children
- Provided support for various group activities that involved all the children in the school

ACTIVITIES

- Member, Asian Social Work Alliance, 2014-Present
- Member, Asian American Association, 2019-2012
- Secretary, Korean Students Association, 2011
- Member, Diversity Council of Notre Dame, 2011
- Volunteer, World Hunger Coalition, 2010

SKILLS

Computer: Microsoft Word, Excel, Powerpoint, SPSS, Psych-Info

Languages: Competency in Korean and Spanish

DANIEL P. LEHMAN

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EDUCATION

University of Pennsylvania, Philadelphia, PA

Master of Social Work, Clinical Concentration, expected 5/15

Tulane University, New Orleans, LA

Bachelor of Arts, Sociology, 5/08

SOCIAL WORK EXPERIENCE

Hospital of the University of Pennsylvania, Outpatient Psychiatry Department, Philadelphia, PA
2nd Year Field Practicum, Student Psychotherapist, 9/14 - present

- Treat clients from diverse ethnic and socioeconomic backgrounds presenting with depression, anxiety, hypochondriasis, histories of trauma, sexual dysfunction, addiction, and personality disorders.
- Create and implement treatment plans and complete progress notes.
- Implement interventions with clients using psychodynamic and cognitive behavioral approaches.
- Administer Structured Clinical Interviews for the DSM-IV TR (SCID) and SCID II. Complete 5 axes diagnoses and a biopsychosocial assessment of clients seeking treatment at the Center for Cognitive Therapy.
- Present at and participate in weekly multidisciplinary case conferences.
- Participate in a bi-monthly Family Therapy Clinic and Sexual Trauma and Psychopathology Conference, and a monthly cognitive behavioral therapy lecture series.
- Facilitate psychoeducational support groups for college students with bipolar disorder and female survivors of childhood sexual abuse.

Thomas Jefferson University Hospital, Department of Family Medicine, Philadelphia, PA

1st Year Field Practicum, Student Social Work Intern, Inpatient Psychiatric Unit, 9/13 - 5/14

- Provided outpatient psychotherapy for clients in acute and chronic psychological and social stressors.
- Performed case management duties and offered community resource referrals.
- Completed biopsychosocial assessments of all referrals.
- Performed supportive therapy for patients in acute crisis in the inpatient psychiatric unit.
- Prepared patients for discharge and made aftercare arrangements.
- Attended psychiatric grand rounds and multidisciplinary case conferences.
- Assisted in mental health court procedures for involuntary commitments.
- Co-led art therapy, music, and check-in groups in the inpatient psychiatric unit.

ADDITIONAL EXPERIENCE

The Encyclopedia Britannica, Philadelphia, PA

Freelance Writer, Editor, 1/15 - present

- Write and edit all mental health articles for The Encyclopedia Britannica online children's encyclopedia.

The Publisher's Partnership, Philadelphia, PA

Freelance Project Manager, Writer, Editor, 9/11- present

- Directed and managed projects and coordinated workflow and scheduling among writers, editors, production teams, artists, and clients. All team members were at multi-site locations around the country.
- Created a series of math tests of 1000+ questions and a series of 7 review books, for grades K-8.
- Wrote teaching materials for a major college publisher to inform teaching strategies at the college level.
- Examined the application of state education standards in existing textbooks in math, language arts, science, and social studies to inform new product development initiatives for a major educational publisher.
- Developed teacher's edition materials for government textbook series.

Prevent Child Abuse Georgia, Atlanta, GA

Resource Development Specialist, 8/09 - 8/11

- Raised 20% of the organization's annual campaign budget through foundation and corporate grant writing, playing a key role in reaching development team's campaign goals. Exceeded 2009-2010 goal of \$1.6 million.
- Cultivated new prospects for individual and corporate giving, and for collaborative partnerships.
- Planned and carried out all aspects of special events, including sponsorship solicitation and cultivation, volunteer management, event logistics, promotion, and merchandising.
- Managed and coordinated Champions for Children, the agency's young professionals volunteer group.
- Acted as Sibling Group leader for the Strengthening Families Early Intervention Program.

NOTABLES

- Member of NASW.
- Awarded certificate of competency in cognitive behavioral therapy.
- Selected for and participated in social work immersion program in Lapland, Finland, focusing studies on mental health policy and practice with social work professionals from over 20 countries worldwide