

# GET SMART

705 N KILLINGSWORTH ST.

PORTLAND, OR 97217

503-978-5600

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**OBJECTIVE:** To obtain an entry level position in the Alcohol and Drug field in which I may assist individuals through the recovery process in their journey of self rediscovery

## SUMMARY OF QUALIFICATIONS:

- Knowledge of community resources, street recruiting, and public venues for outreach
- Familiar with all aspects of DBT, CBT, Matrix, MRT, MI, Seeking Safety, and DUI requirements
- Apply ASAM/HIPPA & 42 CFR policies to case management and charting
- Knowledge of DSM diagnosis and implications needed for treatment
- Understand and uphold boundaries and ethics for client relationship and development of rapport
- ASIST Certificate 11/18/07

## EDUCATION:

**AAS, Alcohol and Drug Counselor PCC, Portland, OR**

**June 2009**

**Honor roll since 2005 GPA 3.49**

**CADC I**

**September 2009**

## RELEVANT EXPERIENCE:

- **Lifeworks Northwest-Millikan Site, Beaverton, OR (Practicum)** **3/31/08-9/10/08**  
**Lifeworks SW Site-Downtown Portland, OR** **1/5/09-present**  
Conduct intakes through the protocols utilized by Lifeworks. Co-facilitate/facilitate education & process groups. Work extensively with DV clients, including home visits and court appearances for family reunification. Perform recordkeeping obligations at a level that meets agency accreditation standards with treatment plans, progress notes, discharge summaries and utilizing concurrent documentation. Work with WIOP, DHS, Matrix, DUI, and BOP, parole and probation, and United States pre-trial clients.
- **New Beginnings -CMA, Tigard, OR** **2007- 2009**  
Assisted in facilitating a clean and sober environment during weekly meetings. Participated in outreach efforts, comfortable in conducting public presentations using appropriate self disclosure and listening skills. Role modeled a 12-step program, provided support and resources to individuals from diverse backgrounds.
- **Oregon Partnership, Portland, OR** **2007-2008**  
Assisted clients and or the general public with calls that presented issues involving mental/physical wellness, housing, addiction, abuse concerns and various barriers. Provided crisis intervention, suicide assessment; experienced in working with emergency services to track at risk callers. Maintained coping skills in stressful situations.
- **Community Partners for Affordable Housing, Beaverton, OR** **2006-2007**  
Supervised after school activities for children with backgrounds of abuse, domestic violence, parental substance abuse and mental health issues. Interacted through play therapy, fieldtrips and homework techniques. Set clear limits handling children in crisis and turmoil, used praise and rewards to encourage positive behavior.

