

Jessica Boak
(123) 456-7890
youremail@email.com
123 First Street, Durham, NC 12345

Profile

Certified Master Social Worker with experience working with children and adolescents. Strong history of using active listening and communication to assess client needs and locate or promote appropriate community resources. Experienced in crisis intervention and providing support for those experiencing family trauma, including domestic violence, divorce and substance abuse.

Key Skills

- Build strong relationships with clients and colleagues
- Case management skills
- Interact effectively with diverse clientele
- Strong knowledge of available community resources
- Use active listening and directed questions to assess client needs

Education

Master of Social Work

University of North Carolina at Chapel Hill, Chapel Hill, NC, September 2016 - June 2018

Bachelor of Science in Psychology

Tennessee State University, Nashville, TN, September 2012 - June 2016

Professional Experience

School Social Worker, Durham School District, Durham, NC

June 2018 - Present

- Counsel students with personal and psychological issues that impact performance and school behavior
- Provide treatments and resources to ensure students have the opportunity to succeed
- Communicate with educators, administrators and parents to provide understanding of students' challenges and get further information on how to support students
- Maintain reports to track student progress
- Reach out to at-risk students, including those with disabilities, those who have experienced trauma and students exhibiting behavioral issues to offer support and guidance

Social Work Intern, Teen Parent Support, Chapel Hill, NC

September 2017 - December 2017

- Assessed needs of young parents and connected clients to community resources that can offer support
- Assisted with facilitation of group therapy sessions for pregnant teens and mothers and teen fathers
- Maintained detailed client records of treatment plans
- Collaborated with colleagues to develop case management and treatment plans

Certifications

- Certified Master Social Worker, North Carolina, 2018