

SAM SMITH, M.Ed., E.S.A., L.M.H.C., C.M.H.S

123 Any Street ▪ Any Town, USA 12345

Mobile Telephone: 123.456.7890 ▪ Home Telephone: 123.456.7890 ▪ Email: samsmith@hotmail.com

LICENSED MENTAL HEALTH COUNSELOR/SCHOOL COUNSELOR, K-12

Crisis Intervention/Academic & Career Counseling/Vocational Education

High-Risk Students/Child, Adolescent, Family and Group Therapy

PROFESSIONAL PROFILE

A highly-skilled, empathetic, strength-based, solutions-oriented licensed mental health/school counseling professional dedicated to empowering students and adults toward academic, personal, emotional, and social triumph. Demonstrated track record of success working with diverse client populations in one-on-one and group settings in community agencies and public school environments. Effective motivator, communicator, and advocate with inherent ability to manage all types of personalities, diffuse stressful situations, proactively resolve issues, and meet and achieve challenging goals and objectives. Innate capability to establish rapport quickly, build trust, interact with and relate to individuals on all levels. Superior leadership skills proven in successful staff development and group facilitation. Team-oriented; consistently recognized for capacity to establish and maintain solid relationships with students, parents, teachers, administrators, community professionals, and local, state, and federal agencies. Strong interpersonal, organizational, and analytical skills. Excellent written and oral aptitude.

CORE COMPETENCIES

- *Individual/Group Counseling*
- *Character Development*
- *Play, Sand & Art Therapies*
- *Program Creation*
- *Group Facilitator/Leader*
- *Crisis Intervention*
- *Family Education/Therapy*
- *Conflict Resolution*
- *Anger Management*
- *Realty/Rogerian Therapy*
- *Academic/Career Counseling*
- *Client Assessment/Evaluation*
- *Cognitive Behavioral Therapy*
- *Grief/Bereavement Counseling*
- *Life Skills Training/Building*

EDUCATION

Masters in Education (Guidance & Counseling) - Whitworth University, Spokane, Washington

Bachelor of Science in Sociology - Grand Valley State College, Allendale, Michigan

LICENSURE

- Licensed Mental Health Counselor/Child Mental Health Specialist, Washington License Number: 1234567890
- Educational Staff Associate, Washington License Number: 1234567890

PROFESSIONAL CHRONOLOGY

ABC Company <i>Therapist I & II</i>	Any Town, USA	Nov. 2002 - Present
ABC Company <i>Strive Specialist</i>	Any Town, USA	Mar. 2002 - Jun. 2002
ABC Company <i>School Counselor</i>	Any Town, USA	Jan. 2001 - Jun. 2001
ABC Company <i>School Counselor</i>	Any Town, USA	Sept. 1998 - Jun. 1999

KEY QUALIFICATIONS/HIGHLIGHTS OF PROFESSIONAL EXPERIENCE

- Provided a confidential, nurturing, and positive environment to diverse client populations.
- Expert individual, group, and family Counselor/Therapist with practical experience (children ages 2 - 18 and their families) in a variety of environments and capacities.
- Extensive school counseling experience working with upwards of 520 students.
- Provided crisis intervention and long-range counseling to high-risk individuals and groups; conceptualized and implemented Intensive Family Services Program.
- Offered off-site mental health services.
- Clinical supervision of Masters-level students in mental health counseling/social work.

KEY QUALIFICATIONS/HIGHLIGHTS OF PROFESSIONAL EXPERIENCE (CONTINUED)

- Identified and resolved personal and environmental problems/concerns which threatened family functioning and jeopardized family units.
- Facilitated groups in conflict resolution, career counseling, anger management, social skills, and parent training; accessed community resources for clients and families.
- Gifted in client assessments and development and implementation of effective treatment plans.
- Instrumental in development of comprehensive K-12 educational curriculum/plans.
- Demonstrated ability to provide preventative and crisis services to students and parents; provided counseling services at ABC Center, ABC Middle School, and ABC Elementary School, and at CBA and ABC Alternative High Schools for at-risk students.
- Taught 2nd Steps curriculum and organized peer mediator program.
- Led academic/career counseling for general student populations; initiated classroom meetings, served as CARE Team Leader, and scheduled home visits.
- Provided vocational education for Special Education Students; scheduled tours and speakers for career exploration.
- Assisted with portfolio development, resume and application generation, interviewing preparation, and on-the-job training.

RELATED EXPERIENCE

- Behavior Intervention Aide - ABC Middle School
- Classroom Aide (Autistic Students) - ABC Elementary School
- Classroom Aide (Severely Developmentally Disabled Young Adults) - Any Town, USA
 - ESL Tutor - ABC Elementary School
 - Mainstreaming Aide - ABC Elementary School
- Title 1 Instructional Assistant - ABC Elementary School
 - VISTA Volunteer - ABC Help Center
- Volunteer Coordinator - ABC Resettlement Program

HONORS

- Volunteer of the Month, ABC Community Center, January 2009
- Instant Recognition Award, ABC Mental Health, October 2008, September 2007, and September 2003
 - Book Dedication, Author Mitch Finley, December 1990
 - Finisher, Boston Marathon, April 1983

PROFESSIONAL AFFILIATIONS

- American School Counseling Association
- ABC Coalition on Eating Disorders
- Washington Association of Mental Health Counselors

COMMUNITY INVOLVEMENT

- Program Staff, American Cancer Society, Camp ABC
- President and Board of Directors Member, ABC Community Center
- Chairperson, Inaugural ABC Preparatory High School Cookbook
- President, ABC's School Board
 - Oncology and Pediatric Aide, ABC General Hospital
- Recreation Aide, Intermediate Care Facility (Residence for Alcoholics) & ABC's Hospital
 - Volunteer, ABC Christmas Program
 - Volunteer, ABC Lunch Soup Line for Recovering Alcoholics
 - Volunteer, ABC Program
 - Volunteer, Red Cross Blood Drives