

Roslyn D. Allison, MSW

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Summary of Professional Skills & Attributes

- Mental Health/Substance Abuse
- Life Skills/Employment trainer/Team leadership
- diverse people, culture; organization
- Scheduling, logistics and detail coordination
- Certified Facilitator (Anger Management)
- Complex Problem Solver
- Psychoanalysis/Direct Service Documentation
- Conducted Psychotherapy sessions (adults and children)
- Community Outreach/ Effective Coalition Building
- Project Management (Community and Individual Planning)
- Face to Face Assessments (Intake and ongoing)
- Public Speaking/Advocacy/Fundraising
- Windows all versions/Microsoft Office/Outlook/Prezi

Objective

To provide Community Engagement/Social Work services for consumers in crisis to ensure a quality of life long positive outcomes; to seek a position that will draw on my skills along with further enhancing and developing my skill base with a driven community-based agency.

Qualification Summary

As a Master Level Social Worker with 15+ years of professional work experience in Project Coordination, Community Service, Career Counseling, Correctional Rehabilitative Case Management Services, Domestic Violence Case Management and Community Development/Engagement. I provided direct services and supervision to families, individuals' children, and staff by offering training, interdisciplinary team meetings, comprehensive intake assessments, treatment planning, goal setting, and counseling. I provide quality, efficient, accurate, reliable and supportive services to a diverse cultural, socioeconomic with the ability to adapt to rapid change.

Related Experience

Correctional/Substance Abuse Counselor

- Provided direct programming and Project Coordination services and supervision to 110 plus female inmates in general population and Therapeutic Community;
- Managed caseload by conducting face to face comprehensive interviews and counseling sessions.
- Interviewed inmate, screened consumer and establishing referrals prior to release, to gather background information on family, social, education and medical life histories;
- Assessed social services needs and makes recommendations for referrals as necessary within the prison systems for employment or merit points for good behavior;
- Scheduled and conducted individual and/or group counseling sessions; evaluate clients' needs;
- Provided direction in setting short/long-term goals and objectives; prepares client's case history and progress reports;
- Discusses cases with superior (Case Management Supervisor and Lead Correctional Officer);
- Made recommend discharge from the program; organized program reports to be forwarded to the Prison and other criminal justice officials;
- Prepared exit plans for inmates such as housing, substance abuse and mental health treatment as deemed necessary;
- Established travel/itinerary for inmate and Correctional Officer for inmate escort.

Case Management/Counselor

- Provided counseling services and psychological support to families, children, men and women (homelessness, re-entry, domestic violence, and substance abuse);
- Lead Evidence Base and Cognitive theory group therapy sessions in shelters and communities;
- Supervised Interns and Special Projects;
- Developed and Maintained a rehabilitation program and ongoing therapy course for discharged patients;

- Provided case management, crisis intervention services and organized/led weekly therapy groups to diverse population;
- Promoted more efficient case management filing system for accuracy and organization.
- Clinical issues included trauma, loss and wide range of mental health issues often compounded by developmental disorders;
- Responded to consumer inquiries regarding community needs;
- Prepared monthly statistical reports and executed Probability Studies;
- Participated in multidisciplinary team of psychiatrists, psychologists, social workers, and case managers;
- Responded to residents' educational and vocational needs; helped clients find and apply for stable employment, and assisted clients with post education options.
- Developed operational policies and occupational guidelines to assist client and social service administrators;
- Coordinated and maintained a various Projects and Managed large clinical cases;
- Assisted in writing a book on theory of Domestic Violence;
- Make referrals and advocated for the client to other agencies and community service providers.

Community Development

- Researched and assisted in grant writings;
- Meet with advisory boards to establish short and long-term plans for groups and individuals;
- Meet Probation, Parole, Judge and District Attorney office to distribute accountability reports of consumer and provide best practice of service;
- Coordinate Social Service Referrals;
- Supervised interns;
- Participated in probability studies and Mapping;
- Fundraising of multiple events raising up to \$10,000;
- Petitioned for Voting Reform of Federal Ex-Offenders and reduce recidivism with community programming.

Professional Experience

Pretrial Service Coordinator

SAVING OUR SOCIETY PRETRIAL, LLC

ATLANTA, GA July 2011 - Present

(Part-Time to Full-Time)

- Conduct preliminary investigation of the client within the county or city courtroom and jails who are allegedly involved in a misdemeanor or first felony offense.
- Maintain a direct affiliation with the Public Defender's Office, Legal Aid Services or private attorneys representing the defendant.
- Prepare and conduct, needs-based assessment and a client-specific plan for community-based orders and conditions of release.
- Monthly prepared reports, and drafting correspondence related to cases in preparation for court records.
- Weekly monitor client's program activities to ensure they comply with the release conditions set by the court and address any issues that affect their ability to comply.
- Monitor client through phone calls and personal contacts, including meetings with them in the pretrial services office or at their place of employment.
- Provide direct service or community referral services tailored to the client such as residential or Intensive Outpatient substance abuse or mental health treatment, medical care, job training, employment assistance and GED or continuous education.
- Manage any risk posed by the individuals to him/herself or the community by verifying their employment, monitoring their associates, monitor their travel, and taking other actions to make sure they're obeying the law.
- Maintained connection of community resources in Metro-Atlanta area, Georgia and other states as needed.

Community Development Consultant

ESSENCE OF SUCCESS, LLC

FAIRBURN, GA

February 2005 - Present

- Advise and facilitate training to community organizations by providing technical assistance related to risk management, clientele report writings, and grant findability readiness.
- Participate in community coalition meetings and advisory panels.
- Monitor budget information for specific programs and events; data analysis
- Develop and manage new organizations structure.
- Maintain connection of community resources in Metro-Atlanta area and Georgia.
- Identify and develop opportunities to match with demographics interests and program needs.

Community Outreach Advocate

PARTNERSHIP AGAINST DOMESTIC VIOLENCE

ATLANTA, GA

March 2013 – August 2015

(Part-Time-Paid; Part-Time-Intern-Full Time)

- Provided crisis intervention to domestic violence participants enrolled in PADV shelter based programs.
- Made referrals and initiate cooperative networks with the criminal justice, legal, medical professionals and other community agencies that also serve survivors.
- Submit professional documentation of services provided, including statistical information and safety planning and maintains case records utilizing GOCF Standards as a primary benchmark in ALICE (data analysis software).
- Provided crisis intervention to domestic violence victims in underserved populations.
- Provided case management and advocacy to underserved clients enrolled in PADV's programs.
- Maintained connection of community resources in Metro-Atlanta area and Georgia.
- Researched services that are specific to the needs of underserved DV victims.
- Represented PADV at Task Force, Fatality Review, and other community collaborative meetings.
- Participated in public speaking engagements, enhance community awareness, and develop networks of referral agencies.
- Conducted training(s) addressing the needs of underserved Domestic Violence victims throughout the community.
- Facilitated community support group meetings for underserved Domestic Violence victims.
- Referred appropriately and works cooperatively with criminal justice, legal, medical and mental health professionals and other community agencies who also serve crime survivors.
- Participated in all required supervisory, team and agency staff meetings.
- Maintained and generate monthly reporting requirements as established for community outreach program.
- Assumed responsibility for professional development by attending relevant and available training, workshops, seminars, and agency staff meetings.
- Completed professional documentation of services provided, including statistical information,
- Utilized the Apricot data entry, safety planning and case records utilizing CJCC Standards as a primary benchmark.
- Committed to the principle of confidentiality as it relates to client information.
- Followed agency/contract/grant/licensing policies and procedures.
- Responded to agency needs as established with the Vice President of Prevention & Outreach in line with program assignments, abilities, and community needs.
- Participated as a part of the "On Call" rotation which serves as backup to shelter staff and volunteers.
- Provided task supervision for interns/volunteers assigned to the outreach program.

INTERNSHIP

TANGU, Inc. (Transitional Substance Abuse Treatment Center)

MARIETTA, GA

August 2012 – May 2013

- Complete individual assessment (Psycho-social);
- Conducted 30,60,90-day review of needs through exit planning;

- Conducted evidence-based practice groups;
- Monitor random urinalysis;
- Provided court, attorney and other necessary documentation proving consumer participation and completion;
- Applied and implemented models of intervention based theory used in social work practice.
- Maintained connection of community resources in Metro-Atlanta area and Georgia.

Pre-School Teacher's Aid

Community Christian School STOCKBRIDGE, GA July 2011 – October 2012

- Hands on approach to nature and provide quality early development education.
- Establish developmentally appropriate instructional and behavioral expectations for students.
- Develop appropriate group learning and extra curriculum activities through play.
- Coordinate with peers to develop, plan, and implement best practices based on the needs/abilities of the students.

Customer Coordinator/Retention

JC Penny MCDONOUGH, GA November 2009 – October 2011

- Displayed designers fashions, propped a variety of panels for exhibitions and produced point-of-sale displays.
- Ensured that all customers receive excellent service through direct customer care with prompt and courteous service.
- Attended weekly customer retention meetings,
- Executed collaborative projects with team members,
- Cultivated successful relationships with consumers and service providers.
- Identified multiple tasks and implemented problem-solving techniques.
- Preparing merchandise for display,
- Assisting customers with purchase decisions,
- Assisting in physical inventory counts,
- Watching out for loss prevention through leakage and theft.

Paraprofessional (Special Education)

Henrico County School System (Brookland Middle) RICHMOND, VA July 2008 – July 2010

- Worked directly with students under the supervision of the classroom teacher; identify pupils in the provision of general studies (i.e. Math, English).
- Supported students with emotional and/or behavioral problems and assisted with developing their social skills.
- Tutored and promoted children in learning academic material using the teacher's lesson plans; providing students with individualized attention.
- Worked with students one on one or in small groups listening while he/she read, review or reinforce class rules and lessons; shadow students who require intense behavior modification therapy.

Residential Case Manager (Domestic Violence)

YWCA OF RICHMOND RICHMOND, VA May 2007 – July 2008

- Provided physical and sexual abuse therapeutic intervention services to children, adolescents, and adults using individual and family treatment sessions.
- Educated clients about the dynamics of Domestic Violence and available resources.
- Managed caseload by conducting face to face comprehensive interview and counseling sessions.
- Make referrals and initiate cooperative networks with the criminal justice, legal, medical professionals and other community agencies that also serve survivors.
- Submit professional documentation of services provided, including statistical information and safety planning and maintains case records to the Virginia database.
- Facilitated workshops and intervention groups.

Correctional/Substance Abuse Counselor (state prison)

VIRGINIA DEPARTMENT OF CORRECTIONS GOOCHLAND, VA December 2005 – May 2007

- Provided direct programming services and supervision (security levels) to 110 female inmates in general population and Therapeutic Community.
- Managed caseload by conducting face to face comprehensive interviews and counseling sessions.
- Prepared exit plans for inmates such as housing, substance abuse and mental health treatment as deemed necessary. Established travel/itinerary for inmate and Correctional Officer for inmate escort.

Education and Professional Development

MASTERS OF SOCIAL WORK-Whitney M. Young School of Social Work

Clark Atlanta University – Atlanta, Georgia

2014 May 19

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE

North Carolina Central University – Durham, North Carolina

1997 May 05

Public Speaking

- Public Speaking, panelist speaker for Domestic Violence Advocacy and Awareness
- Conducted psychotherapy to substance abuse client's in a mid-size group setting.

Trainings and Certifications

- STAR (Military Service Personnel Behavioral Health Certifications - (Tier I and II)
- Comprehensive Counseling Solutions, Inc. (Substance Abuse Supervision)
- Ethics Core Values
- Anger Management Certification
- HIV/AIDS certified tester and community awareness advocate

Community Service and Achievements

- Recipient Verizon Wireless Graduate Fellow in 2012 for the Graduate Mentoring/Domestic Violence Prevention Leadership Academy at Clark Atlanta University
- South Fulton Human Services Coalition-membership
- WAND-Atlanta (Women's Action for New Directions)-membership/volunteer
- ABSW-CAU (Association of Black Social Worker's /Clark Atlanta University)-membership/ former Vice President of local Clark Atlanta University chapter
- TANGU-Internship (Chemical Dependency)
- Some One Cares-LGBTQ volunteer