

# RESUME4DUMMIES

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## MENTAL HEALTH COUNSELOR

### QUALIFICATIONS PROFILE

Seasoned, compassionate, and dedicated professional equipped with broad-based experience in counseling, social work, and psychotherapy. Offer exemplary case management skills along with expertise in diagnosis and treatment of emotional disturbances and mental health disorders. Demonstrate effectiveness in working with multidisciplinary teams and other health professionals, including social workers, psychologists, therapists, and student interns. Possess articulate communication skills, with bilingual fluency in English and Spanish.

### CORE COMPETENCIES

**Psychosocial Evaluations · Client Care and Relations · Behavior Modification Programs  
Crisis Intervention and Case Management · Problem Resolution and Decision Making · Oral and Written Communication**

### PROFESSIONAL EXPERIENCE

**Mental Health Counselor (Private Practice):** 2016–Present ABC COMPANY ■ LOS ANGELES, CA

- Provide expert individual, family, group, adult, child, and adolescent counseling and psychotherapy, which involves interviewing patients and meeting with outside resources or family members
- Interface with patients presenting a wide range of conditions, including drug and alcohol abuse, physical and mental abuse, family issues, and behavioral disorders, as well as severe and persistent mental illnesses
- Facilitate assessments to screen clients targeting anxiety, depression, sexual compulsivity, and post-traumatic stress disorder (PTSD); while implementing therapeutic crisis intervention (TCI) techniques as needed

**Adult Services Coordinator:** 2015–2018 DEF COMPANY ■ NEW YORK, NY

- Held accountability in meeting the appropriate vocational and transitional needs of the adult client population during the special needs day program
- Keenly assessed and evaluated clients' interest and skills to set and attain individualized support plans (ISPs)
- Rendered necessary direct care support, and facilitated suitable vocational tasks and use of time to the clients
- Expertly oversaw the day programs for adults and supervisors
- Specialized in the treatment of sexual addiction to individuals and their spouses encompassing pornography, affairs, and co-addictive behaviors

**Senior Mental Health Counselor | Case Manager:** 2012–2016 GHI COMPANY ■ WORCESTER, MA

- Executed various treatment programs and managed quality control at the residential needs program
- Ensured the timely transportation to the day program by overseeing daily routines
- Prepared and arranged staff schedules to ensure proper staffing
- Expertly managed clients' case for treatment coordination and/or discharge
- Conceptualized and enforced program enhancements to improve the quality and delivery of services to clients
- Coordinated care with pharmacists, psychologists, psychiatric nurses, mental health workers, psychiatrists, discharge planners, and administrators while providing guidance to psychiatric students, interns, and residents

**Mental Health Assistant:** 2009–2011 JKL COMPANY ■ WORCESTER, MA

- Provided direct care to individuals at the special needs program
- Effectively executed treatment plans in day and residential programs
- Held responsibility in providing crisis behavior intervention and ADL support to clients

### EDUCATION

**Master of Science in Mental Health Counseling** | UNIVERSITY OF REDLANDS ■ REDLANDS, CA

**Bachelor of Arts in Psychology** | UNIVERSITY OF REDLANDS ■ REDLANDS, CA

**Associate of Arts in Behavioral Science** | UNIVERSITY OF REDLANDS ■ REDLANDS, CA

### LICENSE AND CERTIFICATIONS

**California Board of Behavioral Science Examiners License  
Trainer Certification, Parent Resources for Information, Development and Education (PRIDE)  
Cardiopulmonary Resuscitation (CPR) Certification**

### PROFESSIONAL AFFILIATIONS

The Society for the Advancement of Sexual Health (SASH)  
California Association of Marriage Family Therapist