

Example: Intermediate level of student experience in field

NCSB - Clinician II
jqdoe@aol.com

Jane Q. Doe
(757) 234-4567

- Experience working with individuals, couples, families, and groups
- Proven skills with diverse populations, including crisis and acute mental illness clients

Education

Regent University, (Community Mental Health and Counseling, M.A.) Virginia Beach, Va. A CACREP accredited counseling program. Aug. 2009-May 2011. Anticipated graduation date May 2011.

Old Dominion University, (Psychology, B.S. minor in Human Services and Counseling) Norfolk, Va. May 2009

Relevant Experience

Virginia Beach Psychiatric Center Aug. 2010-Present

Social Work/Counseling Intern: Center for Intensive Evaluation (CIE)

- Provides various therapeutic services for chronic mentally ill patients within an acute care, rapid stabilization inpatient setting
- Conducts family, couples, group and individual therapy addressing the immediate needs of the patients, including but not limited to life skills training, relapse prevention, coping skills, self esteem development, goal setting, and the development of concrete discharge plans including housing and outpatient follow up care
- Manages a caseload of 4-5 chronically mentally ill patients meeting their mental health needs as well as their survival needs including the location of housing and outside sources of social support
- Collaborates with treatment team members including social workers, nurses, psychiatrists, court liaisons, families, and patients to implement the best quality care and discharge for the patients

Tidewater Community College Jan. 2009-April 2010

Academic Counselor Practicum Student

- Counseling re-admitted and academic probation students
- Individually counseling students with academic difficulties about issues including family complications, occupational difficulties, health concerns and potential learning disabilities
- Developing college resource seminars for students struggling academically
- Maintaining student records and updating student files with resource referrals, treatment plans and therapeutic case notes

Children's Hospital of the King's Daughters Nov. 2009-May 2010

Child Life Assistant (Intern/Volunteer): Pediatric Intensive Care Unit (PICU)

- Assisted Hospital teachers by co-facilitating groups consisting of physically ill and developmentally delayed children regarding reading and social skills
- Assisted with counseling parents and siblings on a one on one basis regarding grief, loss and illnesses
- Worked with staff on attachment and bereavement support and assistance throughout course of patient stay, and after discharged
- Assisted Child Life Specialist by maintaining accurate documentation regarding patient care

Professional Affiliation and Certification

- Certified Nurse Aide Aug. 2009
- American Counseling Association, 2007-present
- Psi Chi National Honor Society, 2007-present

Example: Relatively new to field

School Counseling Intern
757-123-4567

Sharissa Murphy
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EDUCATION:

Master of Arts in Community Counseling, Regent University, Aug. 2011 – May 2014
Bachelor of Science in Workforce Education and Development, Southern Illinois University, 2008

PROFESSIONAL EXPERIENCE:

Counseling Practicum Jan 2012 to April 2012
Tidewater Community College, Portsmouth, VA

- Offered brief academic individual counseling to new and returning students
- Co-led psychoeducational activities
- Administratively supported the Counseling Center

First Grade Teacher Aug 2007 to Nov 2010
Eagle Academy, Jacksonville, FL

- Designed, implemented, and taught lesson plans for every subject in accordance with the A Beka curriculum for classes of 22-29 six and seven year olds
- Created a fun-loving environment to inspire learning and creativity
- Advised and counseled parents on their child's specific cognitive and emotional needs

Long-term Substitute Assignment Aug 2006 to Feb 2007
Loretto Elementary School, Jacksonville FL

- Cooperative teacher for a class of 29 six and seven year olds for five consecutive months
- Designed and implemented Science and Health lesson plans, instructed writing, research procedures, math investigations, and reading
- Assisted with implementation of integrated learning centers, and math and reading tutoring program
- Coordinated with grade-level teachers on classroom instruction and grade-level programs
- Advised and counseled parents on their child's specific cognitive and emotional problems

Mentor Aug 2004 to Aug 2005
Children Home Society, Jacksonville, FL

- Counseled youth where one parent is incarcerated
- Collaborated with family on establishing goals to ensure a successful school year
- Selected appropriate alternatives and interventions to at risk behavior

AFFILIATIONS/TRAINING

Narratives in the Sand: Composing Metaphors in Play Therapy Feb 2012
Member of Chi Sigma Iota April 2012 to Present
Member of the American Counseling Association Aug 2002 to Present

Example: CV
Online Instructor - PhD

Master's Level Counseling Courses

Career & Lifestyle Development: Lead Instructor. Prepared weekly lectures, discussion, and presentations. Also provided assessment and critique of student papers and presentations.

Research & Statistics: Prepared lectures, discussion, and presentations. Provided assessment and critique of student tests, papers and presentations. Assisted students in development of research project proposals.

Counseling Skills & Techniques: Provided lectures, demonstrations of skills, coaching of student practice sessions, and review and evaluation of student counseling tapes.

Practicum: Provided lectures, demonstrations of skills, coaching of student practice sessions, and review of student counseling tapes. Supervised student practica experience.

Theories of Counseling: Prepared weekly lectures, discussion, and presentations. Also provided assessment and critique of student papers and presentations.

Assessment Techniques in Counseling: Provided lectures, discussion leadership, and scoring of tests and projects.

Doctoral Level Counselor Education and Psychology Courses

Statistics: Online course. Assisted with weekly Blackboard discussions, lectures, scoring of student tests and assignments, and tutoring.

Personality Theories: Assisted with student Blackboard postings and discussions, lectures, classroom discussions, scoring of student tests and assignments.

Integration of Religion and Psychology: Assisted in developing an online religion and psychology integration course for the Counselor Education and Supervision PhD program. Identified core texts and class format.

CLINICAL EXPERIENCE

1998 – 2010 *Director, Extended Pastoral Care Ministries, Freedom Fellowship.*

- Counseling/case management for adults and adolescents dealing with a variety of issues ranging from depression, substance abuse, and financial difficulties to career, relationship, and communication difficulties.
- Family, couple, individual, and group counseling.
- Clients represented high diversity in cultural and socio-economic backgrounds.
- Supervised students completing 600 hour Master's level internships

Example: CV

Online Instructor - PhD

- Developed and facilitated marriage, parenting, wellness, and other groups as needed.
- Organized seminars including publicizing the event and scheduling speakers. Presented and coordinated marriage retreats.
- Experience in grant writing and implementation.
- Referrals to resources available outside of the organization also implemented.

1997 – 1998 *Graduate internship, Virginia Beach Church of God.*

Formed and led parenting and marriage enrichment group sessions. Individual and family counseling were also incorporated.

1995 – 1996 *Graduate practicum, Endependence Center*

Provided individual & group interventions for clients adjusting to disabilities. Social service advocacy also involved.

COUNSELOR SUPERVISION

2006 - 2008 *Research Team Member, Hope-focused Marriage Therapy Clinical Trials, Regent University*

Supervised student therapists implementing the Hope-focused method of marital therapy.

2006 – 2009 *Practicum Course, Regent University*

Provided weekly triadic supervision for first year counseling students' 100 hour field practicum.

2004 – 2007 *Extended Pastoral Care, Freedom Fellowship*

Supervised Master's level students completing 600 hour internship requirement. Students were responsible for individual, marital, and group counseling as well as development of psycho-educational workshops.

PUBLICATIONS

Ripley, J.S, Jackson, L.D. Blythe, A.L., & Davis, E.B. (2007). A development model of supervisee religious and spiritual development. *Journal of Psychology and Christianity*, 26(4), 298-306.

PRESENTATIONS

State and Regional Conferences

Blythe, A.L. (2006, February). *Integration of Spirituality and Clinical Supervision*. Paper presented at the Virginia Association of Counselor Education and Supervision Counseling Graduate Student Conference, Williamsburg, VA, February 17, 2006.

Example: CV

Online Instructor - PhD

Invited Addresses, Workshops, Seminars

Blythe, A.L. (2006, March). Healing the Wounds of a Woman's Heart. Invited address, Kempsville Church of God, Virginia Beach, Virginia.

Blythe, A.L. (2006, April). Helping Other in Times of Grief. Invited address, Kempsville Church of God, Virginia Beach, Virginia.

Blythe, A.L. (2004 - 2009). Presented 24 PREP workshops to over 500 couples cumulatively.

Blythe, A.L. (2003). *Pastoral Care and Counseling Skills Course, 2003*, Gamaliel Bible Institute, Lima, Peru. 50 student enrollment. Course was developed within a multicultural context to teach basic pastoral counseling skills and concepts to seminary students.

GRANTS, AWARDS, AND HONORS

2007 Invited member of Chi Sigma Iota (Counseling Academic and Professional Honor Society International)

2007 – 2008 Who's Who Among Students in American Universities and Colleges

2003-2004 Healthy Marriage/Stable Families Grant awarded by the Virginia Department of Social Services. Award: \$30,000.

PROFESSIONAL SERVICE TO THE COMMUNITY

2010 – Present *Website Design and Maintenance*
Provided basic website maintenance for Girls on the Run of South Hampton Roads. Currently redesigning website.

2005– Present *Consultant*
Consultation provided for local religious organizations regarding staff and team development as well as evaluation of mental health support for their constituents.

2004 – Present *Consultant*
Consultant to the MMATE Center at Regent University providing church-based perspectives on marital interventions and programming.

PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- BlackBoard Certification, Regent University
- PREPARE – ENRICH certified
- PREP (Prevention & Relationship Enhancement Program) certified
- Chi Sigma Iota , Member

Example: CV

Online Instructor - PhD

- Virginia Counseling Association, Member
- Virginia Association of Counselor Education and Supervision, Member
- Coalition for Marriage, Family, and Couples Education, Member
- Christian Association for Psychological Studies, Member
- American Association of Christian Counselors, Member

PROFICIENCIES

- BlackBoard (Bb)
- Horizon Wimba Online Classroom Application
- Microsoft: Word, Excel, Access, PowerPoint, Publisher, Outlook, Windows
- Photoshop
- Publication Design
- Web Development