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Angelica Velasquez

Objective	Experienced counselor seeking employment at an organization in which I can best utilize my counseling, interpersonal and organizational skills, education, and experience to positively enhance the lives of others.	
Education	July 2013 – May 2016 Philadelphia, Pennsylvania	University of Pennsylvania <i>Master of Science in Education</i> Executive School and Mental Health Counseling Program <ul style="list-style-type: none">Passed National Counselor Exam in April 2016; LPC eligible
	August 2004 – May 2008 Villanova, Pennsylvania	Villanova University <i>Bachelor's Degree of Arts</i> Psychology and Criminal Justice Double Major
	September 2000 – June 2004 Philadelphia, Pennsylvania	Cardinal Dougherty High School <i>High School Diploma</i>
	February 2017 – Present Philadelphia, Pennsylvania	District 1199C Training and Upgrading Fund Behavioral Health Apprenticeship Coordinator <ul style="list-style-type: none">Work with leadership team to coordinate the effective advertisement, recruitment, and implementation of the behavioral health pre-apprenticeship program; work with program participants to successfully complete pre-apprenticeship program and matriculate into apprenticeship program or achieve other career goals; effectively manage employer relationships in apprenticeship program; work with staff to assist program participants in obtaining various resources and accomplishing goals; assist with staff trainings, maintain data and create reports as necessary
Professional Experience	June 2016 – February 2017 of Southern New Jersey, Inc.	Hispanic Family Center Woodbury, New Jersey Assistant Program Director/Lead Family Development Coach <ul style="list-style-type: none">Assisted the Program Director with the supervision and oversight of the Woodbury Family Resource Center and Health Education Unit, which includes family strengthening, LIHEAP, and adult education services. Responsibilities included training staff, conducting all components of services, completing reports, filling in for absent employees, ensuring achievement of program goals, and promoting quality assurance and enhancements of services rendered. Effectively coordinated the implementation, including hiring and supervision of staff, of new family strengthening collaborative involving five local organizations
	August 2008 – March 2015 Philadelphia, Pennsylvania	YouthBuild Philadelphia Charter School Postsecondary Career Development Coordinator <ul style="list-style-type: none">Provided continued support services after graduation by assisting alumni with job placement, financial aid applications and forms, resume and cover

letter creation, interview skills and employment applications; Provided career counseling that demonstrated to students the full range of career possibilities from a first job to a post-secondary credential to a fully developed career.

Fall School Program Coordinator

- Planned and effectively implemented academic and vocational programming for remaining students, conducted staff meetings, managed staff working with Fall School students, mediated student crises, and assisted students with any employment, housing, financial, and health issues.

AmeriCorps Community Projects Coordinator

- Assisted with the coordination of the Healthcare Program and implementation of nurse aide training course, taught a Healthcare community service class, and managed and participated in community service projects and other school programs.

October 2008 – May 2013
Philadelphia, Pennsylvania

Huntington Learning Center

Tutor

- Worked with students in small groups to complete the reading and math curriculum provided by Huntington Learning Center.

November 2007 – August 2008
Philadelphia, Pennsylvania

Netter Center for Community Partnerships

Group Coordinator/ Site Coordinator

- Managed a staff of after school and summer instructors and assist with the daily operations of the after school program and the Philadelphia Freedom School summer program.

September 2006 – November 2007
Philadelphia, Pennsylvania

Congreso de Latinos Unidos

After-School Teacher

- Coordinated and ran Youth Education for Tomorrow reading program for a classroom of 15 scholars.

May 2007 – August 2007
Philadelphia, Pennsylvania

Philadelphia Freedom Schools at Congreso

Assistant Site Coordinator

- Variety of duties included assisting with supervising staff of approximately 30 individuals, coordinating summer program, directing use of necessary supplies, and running staff debriefs.

Languages

Fluent in English and Spanish

References

Available Upon Request