

ELISHA M. CROWE

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OBJECTIVE: Seeking a position which I can apply my knowledge of the social justice system and interpersonal, communication, and organization skills.

SKILLS & ABILITIES:

- Ability to relate to a wide range of people
- Confident communication skills
- Ability to gain trust and confidence
- Fair, objective, and non-judgmental approach
- Mature and responsible attitude
- Ability to cope with stressful situations

EXPERIENCE:

Edison Court Inc. / Mathom House

Youth Counselor

Doylestown, PA

January 2018 - Present

- Interact with troubled youth to counsel and take positive approach in treatment.
- Provide residential setting to at-risk/ adjudicated youth sex offenders.
- Perform crisis intervention as needed

Fox Chase Gastroenterology

Medical Administrative Assistant

Philadelphia, PA

December 2015- December 2017

- Managing patient appointments
- Scheduled procedures and provide customer service for patients
- Assisted with administrative responsibilities

Panda Daycare & Learning Center

Early Childhood Educator / Mentor

Philadelphia, PA

October 1998 – December 2013

- Assistant Director in managing daily operations.
- Developed and taught weekly curriculum for children.
- Managed an after school program for local public school children
- Responsible for maintaining and recording students' tuition.

EDUCATION:

Pennsylvania State University

Bachelors of Science – Administration of Justice

Abington, PA

May 2015

Dean's List 2015

- Criminal Justice research with emphasis on social, personal, and cultural factors, including Women and Justice, Family Law, Issues in Criminal Justice, and Criminal Careers
- Studies in law enforcement, including courts and corrections
- Research in the Philadelphia County Parole Office, shadowing agents in their supervision of offenders
- Voluntary Research in the Philadelphia Prison System, conducted several interviews with the Warden, focusing on: security, inmate violence, substance abuse, and recidivism