

# Jeffrey Tenin

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**Jeffrey Tenin**  
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## Experience

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### **SRO Housing Corporation / Intensive Case Manager**

NOVEMBER 2016 - AUGUST 2018

LOS ANGELES, CA

- Worked on Skid Row, the most densely populated homeless area in the U.S.
- Provided support and housing services for chronically homeless individuals
- Completed outreach along with intake assessment
- Created Individual Action Plans and strategized on how to complete client goals
- Maintained case notes for all 28 individuals on given caseload
- Guided clients step-by-step through housing process
- Assisted in obtaining and maintaining proper documentation for continued federal government housing programs
- Ensured clients' had tools and resources to maintain basic health
- Provided referrals for clients to obtain SSI, General Relief, food stamps, mental health, detox facilities, physical health, HIV clinics, and dental work

### **The Discovery House / Sober Coach and Support Staff**

MARCH 2016 - NOVEMBER 2016

RESEDA, CA

- Led individual and group counseling sessions
- Administered client evaluations
- Collaborated with healthcare professionals to create client treatment plans
- Coached individuals on drug and alcohol recovery techniques

### **Rosecrance Health Network / Unit Counselor**

OCTOBER 2014 - MARCH 2016

ROCKFORD, IL

- Supervised and initiated psycho-educational groups
- Provided care to teens with mental health and substance abuse diagnoses
- Developed dialectical behavior therapy groups and team building therapy groups
- Assessed clients during treatment and detox
- Implemented individual treatment plans, while assisting with AA/NA step work
- Generated ideas on how to achieve company goals

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## Skills

- Case Management Training (12 months)
- Adult and adolescent mental health, substance abuse, and depression
- Knowledge of government/state programs to assist homeless and low-income individuals including Shelter Plus Care and Continuum of Care
- Experience with Trauma Informed Care
- Ability to work in fast-paced, high-pressure settings
- Working well individually and as part of a team
- Building rapport with diverse clients and co-workers
- Proficiency in Microsoft Outlook, Word, Excel, and Powerpoint

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## Education

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**Illinois State University- Normal, IL**  
Bachelor of Arts, Graduated APRIL 2014