

# STEPHANIE L. BROWN

805 North 6th Street, Philadelphia, PA, 19123, 302.438.2233, [brown.steph95@gmail.com](mailto:brown.steph95@gmail.com)

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## EDUCATION

- The Lincoln University, Philadelphia, PA May 2019  
*Masters of Arts in Human Services,*
- The Lincoln University, Lincoln University, PA, May 2017  
*Bachelor of Science in Human Services,*

## RELATED EXPERIENCE

### WES Health System *Behavioral Health Worker September 2017- Present*

- Provides mental health interventions to a range of consumers. Monitors consumers' behaviors emphasizing prevention rather than intervention.
- Assists teacher and or unique caregiver with implementation of behavioral plan 5-6 cases.
- Supervises 4-5 on average activities of child/adolescent in accordance with the behavioral plan with the emphasis on prevention rather than intervention.
- Intervenes as needed with problem behaviors that are exhibited, using tools such as counseling verbal, etc.
- Completes and submits 5-6 progress notes, encounter data, outcome data as required.
- Attends and participates in supervision once a week on average, family meeting and staff meetings.
- Completes all paperwork clear and concise within 24 hours using *Credible* documentation program.

### Keystone Human Service *Direct Support Professional, January 2017-April 2017*

- Developed relationship with 3 consumers through daily conversation and utilizing the Person Centered Plan to better align programming with the consumers' needs and interests.
- Worked with the 3 consumer to develop his/her goals and objectives population serving adults with mental health and ID/ D diagnosis.
- Required to submit all documents of services within 24 hours using their in-house log system.
- Collaborated with the Case Manager to develop and facilitate programs, which meet the social, emotional, physical and personal needs of that individual.
- Daily documentation of these programs was required.
- Helped individuals to be as independent as possible with activities of daily living and assist them as necessary.
- Administered medication(s), accurately and promptly completing the required documentation. Drive and accompany individuals to doctor appointments.

## ADDITIONAL EXPERIENCE

### The Lincoln University Freshman Year Experience Office, Lincoln University *Student Secretary October 2013-May 2017*

- Conducted Freshman Year Experience programs 1 time a month.
- Maintained student database and files that were participating in the FYE Program.
- Filed and maintained documentation of students participating in the FYE program.

Greater Bible Way Temple, Philadelphia, Pennsylvania  
*Camp Counselor Summers of 2010-2014*

- Assisted children from the ages 2-12 with different activities, behavioral issues and mentorship.
- Prepared and distributed meals 3 times a day.
- Prepared children from the ages 2-6 for naps.
- Conducted children's church every Sunday, with the population of ages 2-12.
- Served and sold fundraising dinners for the church's community at large.

**PROFESSIONAL DEVELOPMENT**

- CPR/ First Aid Certified
- Mental Health First Aid

**VOLUNTEER**

- Contributes to HBCUteez by advertising and selling merchandise through social media apps (i.e. Facebook, Instagram and Twitter). (July 2015-Present)
- Assisting *Thorough Threads* by creating designs for T-shirts and adding designs on T-shirts. (July 2015-Present)
- Conducted guided tours at Lincoln University to potential students of the University. (August 2013-2015)
- Filed paperwork, conducted phone calls, distributed flyers and completed errands around the community during the political running for the State of Representative, Curtis Thomas. (September 2012-July 2013)

**SKILLS**

- Technology (Microsoft Office Suite) Proficiency
- MacBook/PC Proficiency
- Credible Database Proficiency