

Robert Groover

245 W Chelton Ave #3F
Philadelphia, PA 19144
267-777-1274 | groover.rob@gmail.com

CORA
8540 Verree Rd
Philadelphia, PA 19111

October 9, 2018

Dear Hiring Manager,

Given my knowledge and experience, I am confident that I would excel in the role of Case Manager – Student Assistance Program.

I have been working for over five years to help others achieve and grow to their fullest potential. Beginning with my time at Glen Mills Schools to my most recent work as a Peace Corps volunteer in Ukraine I have been working directly in a social services capacity. I have been responsible for direct care of youth and, more importantly to this role, I have worked extensively with parents and youth to effectively communicate program requirements and expectations. I have developed service and education plans for youth under my supervision. As a case manager with Abraxas, I communicated court mandates and worked with youth and families to help them understand the program, their court ordered responsibilities, and how they could successfully navigate both our program and the juvenile justice system. During these interactions, and those with court and probation officials, I had to exemplify professionalism, tact, and clarity, while also maintaining a friendly and approachable disposition. It was a delicate balance, and one that I believe that I excelled at achieving. I was also responsible for the direct delivery of therapeutic programs, including Aggression Replacement Training and the Community and Victim's Awareness curriculum.

In my résumé you can see that I have worked extensively building relationships within communities. As a Peace Corps volunteer, relationship building was one of the most important parts of my work, and my ability to do my job was completely dependent upon it. I had to create my own work and find partners within my community. I was able to effectively create relationships with community members in a foreign language and culture to identify opportunities for future working partnerships. Also, while working at Abraxas, I was responsible for maintaining and creating working relationships with community non-profits and leaders. This was necessary to complete my work effectively and place youth at community service sites. I also created a grant funded partnership between local non-profits, youth, and a community based technical skills training center so that youth could complete community projects as indicated by local non-profits while receiving skills training and completing community service mandates. I know that this experience would be extremely valuable while working on a collaborative care team.

I would like to thank you for your time and consideration, and if you have any questions please feel free to contact me at your leisure.

Regards,

Robert Groover