

SABRINA A. CULVER

3222N.27TH STREET PHILADELPHIA, PA 19129 (H) 215-226-6176 (C) 215 501-6598 (Best to call)
EMAIL: 35nliving@gmail.com

Career Objective:

To obtain a position that will provide a good living, job security and room to grow for unilateral movement and to utilize my work experience in a well reputed organization.

Core Strengths:

- Over Ten years of social service work experience in Social Services, juvenile correctional rehabilitation centers
- Ability to analyze, discuss, detect, observe and solve difficult social issues
- Patience, love and keen interest in helping poor and needy people
- Ability to develop good relationships with clients
- Possess effective communication skills
- Extensive knowledge of family violence, juvenile correctional rehabilitation and children
- Ability to handle pressure and work independently
- Know-how to keep sensitive information confidentially

EXPERIENCE:

September 2017 to Currently- Turning Points for Children Philadelphia, Pa

DHS/CUA socialworker - Provide support to children and foster care families by the Department of Human Services

Provide ongoing case management therapeutic services, referrals to children and foster care families

Maintain appropriate documentation including assessment, intake and case notes, ECMS, Single Case Plans, Safety assessments, Fast/Cans and CUA certified

Document the family and children's progress and make appropriate referrals for families and children

Family court representative/Advocate for families

March 2017 to September 2017- Childlink Philadelphia pa

Support Coordinator- provided early intervention assessments, home visits, Complete the necessary assessments for children from the ages of birth to age 3 to determine early intervention. Knowledge and efficient at completing Asq's etc.

December 2015 to Currently - Carson Valley Children's Aid: 2300 W. Allegheny Ave. Philadelphia, PA 19132

SIL/ RSRI Case Management / Foster care Case Management/Parent Supervisor

Provide support to children and families under the Department of Human Services / CUA Umbrella

Document families progress, performing a wide variety of counseling, referral, placement and/ or adoptive assignments related to services to children and youth, services to adults and the aging, and the correctional rehabilitation. Family court representative

May-2009 to January 2015 - First Home Care Therapeutic Foster care Agency: 4641 Roosevelt Blvd, Philadelphia, Pa. 19124

Therapeutic Foster Care Case Manager

Provide support to children and foster care families referred by the Department of Human Services

Provide ongoing case management therapeutic services to children and foster care families
Maintain appropriate documentation including assessment, intake and case notes
Document the family and children's progress and make appropriate referrals for families and children
Family court representative/Advocate for families

Sept. 2008- May 2009- United Communities Southeast Philadelphia- Diversion/SCOH Case Manager

Conducted bi-weekly Home Visit
Case Noting
Provide support to children and individuals referred by the Department of Human Services
Family Court representative/Advocates for families
Provided ongoing case management services to children and individuals

October 2007-August 2008 Northeast Treatment Center, TSS, Philadelphia, pa. 19140

Therapeutic Support Staff- Full time
One-on one support in educational classroom environment
Provide De-escalation skills
Support services/crisis intervention

April 2006-August 2006 Northeast Treatment Center, In House Detention Philadelphia, Pa. 19140

Youth care Advocate-Part Time

Facilitate and co-facilitate group activities- monitor clients
Provide Lectures-De-escalation skills
Provide Home Visits and monitored curfew checks
Court reports/ court reporting
Escorted adjudicated youth on outings and home visits

March 2003-February 2006 Community Education Partners, Philadelphia, Pa

Instructional Assistant Full-Time

Assisted youth in educational and, group counseling settings.
Assisted individuals with educational services, support services, and crisis interventions
Provided Lectures –De-escalation skills

January 2003- June 2003 American Heritage Federal Credit Union, Philadelphia, Pa

Member Service Representative Full-Time

Check processing
Customer Member Services
Processed Deposits/Balance Transactions

July 1998 - November 2002 the Pathway School Norris town, Pa.

Residential Counselor/ One-on-One Teacher Full-Time

Administered prescribed medications as directed
Assisted MH/MR youth with one-on-one instruction
Assisted MH/MR youth with activities of daily living
Escorted MH/MR youth on outings and home visits

May 1999- June 2002 “Harriet Tubman House”- Group Home Philadelphia, Pa

Supervisor/ Part-Time

Monitor female youth clients/Administered prescribed medications as directed
Facilitate and co-facilitate group activities
Supervised Staff

Conducted orientation groups/Assisted clients on outings and home visits
Assisted in facilitating individual group and family counseling sessions
Assisted female youth with daily living

EDUCATION

October 2010- Presently Strayer University Philadelphia, Pa
Major/Concentration-Masters of Business Administration/ Human Resources
Expected graduation: December 2016

June 2006-August 2008 Alvernia University Reading, Pa

Major: Bachelor of Arts/ Criminal Justice
Dean's List Summer 2008

June 2003- May 2006 Community College of Philadelphia Philadelphia, Pa

Major: Associate /Criminal Justice
Certifications: Justice
Completed Criminal Justice Internship Fall of 2007 @ The Northern Homes for Children, Ridge Ave.
Philadelphia pa. 19128.
Completed Behavior Health Studies Internship Summer of 2008 @ The Wedge Medical Center 6701 N. Broad
St. Philadelphia, Pa. 19126

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To Human Resources:

I'm writing in response to your advertisement over the Internet. I have over ten year's experience in the Social Services profession, a Bachelor's of Art degree in Criminal Justice. I successfully made the Dean's List, August 2008 from Alvernia University, Reading, Pa. I have strong technical and verbal skills and proficiency in Microsoft Office, Excel and PowerPoint, and Case Noting. In addition, I have successfully provided Case management, support services to behavioral adjudicated youth. My specialty is Human Services such as Field home visitation/ Court Representative, Advocate for children, therapeutic support for children in classroom environments, supervisory skills and as well as managing all general office duties. I successfully completed two Internships@ The Northern Homes for Children located in the Manayunk section of Philadelphia, @ The Wedge Medical Center located at 6701 N. Broad St. I am certified in First Aid, CPI trained, CPR trained, and has obtained updated child-abuse, excellent PA driving record, FBI and criminal clearances. One of my short-term goals are to obtain a MBA and a personal goal is to obtain my law Degree over the next five years.

I'd like the opportunity to tell you more about my work experience and how my skill set could contribute to the successful day-to-day running of your company. I'd be happy to supply strong references at your request.

I look forward to discussing the position with you.

Sabrina Culver, BA

SC

