

Shelly R. Edmunds
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Career Summary

To ensure that consumers and their families are educated on behavior modification, self-sufficiency, autonomy which prevails positive, growth and development within their system. Thus, an induction of pride within the clients' total system will inspire a positive attitude which is impetus towards enhancing a positive quality of life. Recognized for outstanding management and leadership skills resulted in several promotions.

Education

Masters' Degree (MHS)
Human Services (Concentration Counseling)
(LPC) Eligible
Lincoln University Philadelphia PA.

Business Administration
Business (BA)
Penn State Philadelphia PA

Experience

Substitute Teacher Philadelphia, Delaware County and Montgomery School System Mastery Charter Schools and Montessori Schools

10/2015-Present

- Sub short and long-term teaching assignments within various school districts, Montgomery, Delaware and Philadelphia Counties; Public, Montessori, Charter and Private Schools
Instruct and engage school age students grades K- 12th, diagnosed with behavioral and mental disorders; ADD, ADHD, OCD, and Regular Education students
- Provide therapeutic intervention, in conjunction with academics to all students in class which, enabled sub teacher to have great classroom management 98 percent of time
- Engage emotional support and special education students, providing instructional learning; one-on-one, group and therapeutic therapy
- Collaborate with parents, counselors, support team, managers, behavior health worker School Therapeutic Support (STS) and principal to ensure academics are provided to student's level and to enhance student's progress
- Sub designs lesson plans, addressing each student's grade level and age appropriate

School Therapeutic Support (STS) Lead Clinician Warren E Smith (WES)

Philadelphia PA

9/2014-9/2015

- Clinical intake assessments, weekly group and one-on-one therapy sessions for clients
- Developed daily, weekly and monthly progress notes, treatment plans coordinated services, provided families with interventions and strategies to induce behavior modification using Play, Cognitive, Behavioral and Reality Therapy modalities while supervising and delegating the team in according to Title I regulations
- Managed school based program site while providing therapeutic services to children and families
- Developed and facilitated training for all staff within the program/site to enhance staff performances and to maintain retention of staff members

**Supervisor of Instructors/Teachers
Philadelphia School System
1/2012- 9/2015**

- Communicated with school and parents of students' updating them of the progress of each student
- Collaborated with school counselors and teachers in preparing students Individual Learning Plans
- Supervised/managed multiple schools sites and instructors within various schools, re-recruited instructors and subs tutors
- Evaluated all tutor's performance to ensure retention (quarterly and annually)
- Organized and facilitated weekly and monthly meetings with staff, principal, teachers, parents and counselors to convey student's progress and address concerns
- Conducted/facilitated training sessions for, instructors to enhance student's progress
- Developed and implemented nutritional curriculum for the program ensuring health awareness among the students

**Instructor/Tutor
Philadelphia School Systems/District
09/12/2012--12/2012**

- Instructed and engaged school age children K-8th grade on reading, language arts and math tutoring enriched and enhanced the students, Benchmark and PSSA test by 45% compared to previous year scores were below the average percentile in urban school districts
- Provided one-on-one and group tutoring sessions for students in the program
- Collaborated with school counselors, teachers and principals in the evaluation process of students Individual Evaluation plan (IEP) Treatment Plans:
- Attended meetings with teacher's counselors, parents, principal and BHRS Team
- Made recommendations/provided resources for Mental Health and Behavioral Disorders of students displaying inappropriate behaviors

**Family Service Coordinator (FSC) Guadenzia
9/2009-8/2012**

- Coordinated all educational, therapy and recreation for all children in the program
- Educated women on life skills, facilitated GED classes and parenting classes for mothers in preparation for completing the program in becoming autonomous and self-sufficient
- Coordinated housing placement with various housing programs HUD, Section Eight (8) and PHA for all program residents, placed over 65% of residents discharged from program
- Conducted therapy sessions and assessed all children and mothers making recommendations for social services, doctor visits and provided resources
- Discharged 90 percent of patients on my caseload and out of the 90 percent of clients the success rate of residents returning to program was less than one percent which resulted from intensive inpatient therapy, structure and consistency
- Educated expectant mothers on child birth, child rearing, facilitated nursing (breast feeding) classes for mothers of newborns
- **Outpatient Therapist Mental Health/Behavioral Health (Internships)
Various Out-Patient agencies: Resource for Human Development,
Inter- Community Agency Philadelphia PA
9/2006-9/2009**

- Provided direct clinical therapy/treatment for families, one-on-one and groups using various treatment modalities and interventions
- Prepared all required documents for consumers; treatment plans, assessments, annual reviews, progress notes and discharge summaries, maintained and updated all charts for review of auditors conducted by Children Behavioral Health, Department Human Services and Department of Public Welfare
- Documented outcome measures, tracking data of consumers as required
- Conducted outpatient therapy for children and adults who experienced sexual abuse and At-Risk-Clients
- Provided therapeutic therapy sessions for consumers; modalities used in sessions crisis counseling, cognitive therapy, play therapy, role play therapy children, adolescents, youth and adults
- **Therapeutic Staff Support (TSS)**
9/2000-8/2006 Staffing Plus Haverford PA
 - Provided therapeutic behavior interventions for school age children pre-school-12th grade with various behavior/mental health disorders: Autism, Attention Deficit Disorder, and Children- At-Risk
 - Executed the treatment plan and applied various behavior interventions for each consumer
 - Prepared daily progress notes, monthly assessments for each case
 - Attended weekly, monthly supervision sessions
 - Collaborated with Behavior Health Rehabilitation Services Team; Psychologist, Psychiatrist, Behavioral Specialist Consultant, Mobile Therapist, teachers and counselors

Shelly R. Edmunds, MHS