

THOMAS E. JAMES

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OBJECTIVE

To work hand in hand with an agency implementing social work perspectives, practices, and skills in providing service to others based on individual needs, and at group and community levels

EDUCATION

Temple University
Philadelphia, PA
Student

August 2016 – Present

- BSW completed May 2019; 3.64 GPA
- Ongoing MSW since June 2019; 39 Credit Hrs

Delaware County Community College
Media, PA
Student

January 2015 – May 2016

- Undergraduate classes transferred to Temple University

Kutztown University
Kutztown, PA
Student

August 2004 – May 2007

- Undergraduate classes transferred to Temple University; Deployed with USMC June 2006 through May 2007

WORK EXPERIENCE

Uplift Center for Grieving Children
Philadelphia, PA
Intern, 20-30 hours per week

August 2019 – December 2019

- Facilitated groups that provide peer to peer support for children ages 5 to 18 that have experienced traumatic grief
- Facilitated discussions and group support tactics for adult caregivers
- Implemented “Worden’s Tasks of Mourning” into daily activities for each grief groups
- Organized carts that held critical supplies for grief group support every week
- Organized and implemented grounding exercises such as “thumb-ball”, and “brain-breaks”

- Attended multiple training and instructional seminars to remain current on grief counseling and strategies
- Used Physical, Intellectual, Emotional, and Spiritual Reflection (P.I.E.S) applications on reflective listening skills, and completion of process recordings
- Responsible for documenting and safeguarding official notes for clients
- Developed personal rapport with each family member in the grief program groups
- Prepared, and provided free meals to children and caregivers
- Applied learned skills about grief and service towards others undergoing grieving experiences and trauma

**Kleinlife
Philadelphia, PA**

August 2018 – May 2019

Intern for In-Home Support, 20-25 hours per week

- Gained knowledge about elderly care including but not limited to daily life tasks and struggles, on-going medical issues, commuting logistics, and basic human needs
- Made weekly contact calls with 30 to 50 elderly individuals enrolled in Kleinlife support services to inquire about their needs and to foster trusting relationships
- Entrusted to lead and perform assessments on clientele regarding their abilities to perform daily tasks, self-care and maintenance, and self-awareness under supervision of senior Social Work staff
- Created an “Awareness Group” for the elderly male members as safe area for socialization and discussion regarding various topics of their interests including military histories and experiences
- Responsible for daily data input, and the documentation of the resources each enrollee would be receiving such as transportation, meals, home repairs, medical equipment, and therapy referrals
- Discussed ethical dilemmas facing the elderly population, including current policies that affect them with staff and classroom discussions for how to improve service as needs evolve
- Applied listening skills and empathy with individuals and their families in the program

**Signal 88 Security
Brandywine Hospital – Coatesville, PA
Part Time, January 2015 – July 2016**

March 2010 – July 2016

- Changed to 25-35 hours per week Part-Time employment to focus on academic studies

Director of Security (Full-Time), March 2012 – December 2014

- Responsible for 26 officers under my direct supervision including scheduling, performance reviews, disciplinary actions, security vehicle maintenance, and annual training for CSI certifications and crisis intervention
- Performed weekly walkthrough of the facility with Hospital Directors, and provided them with monthly security reports
- Conducted daily checks in the Behavioral Health Unit, ER, and other hospital areas, along with monthly and annual fire drills throughout the campus

- Assisted by responding to all hospital codes, including but not limited to assisting with patients in the Behavioral Health Pavilion
- Safeguarded all security video throughout the hospital

Assistant Director of Security (Full-Time), March 2011 – March 2012

- Worked as Acting Director as needed for Owner, Pete Mango
- Responsible to complete the work schedule and coordinate mandatory trainings and certifications for 26 officers

Security Officer (Full-Time), March 2010 – March 2011

- Controlled gate and entrance compliance
- Maintained safety protocols in addition to foot and vehicle patrols across entire hospital campus and grounds
- Monitored camera surveillance
- Inspected and reported criminal activity
- Assisted hospital staff and police personnel with unruly patients as needed

**United States Marine Corps
PA, NC, CA, Iraq Duty Stations
E-5 Sergeant**

June 2004 – June 2012

- Mobilized and deployed for Operation Iraqi Freedom, September 2006 through May 2007
- Armed vehicular combat and perimeter patrols and stationary base security, and escorted vehicles through and around military air base
- Conducted manifest inspections
- Trained in martial arts, self-defense, weapons handling, first aid, and vehicle operation
- Recognized as Leadership of Junior Marines and received Letters of Appreciation awarded by Commanding Officer Burgess (April 5, 2007) and Commanding Officer Ashbaker (April 11, 2007)
- Active Duty June 2006 through May 2007, Monthly Reservist Training (2004-2006, 2007-2012)
- Honorably Discharged June 2012; DD214 available upon request

CERTIFICATIONS & VOLUNTEER EXPERIENCE

Pennsylvania Child Abuse Clearance, PA State Background Check, and Federal Background Check Documentation

- Completed and available upon request

Pennypack Park – Philadelphia, PA

August 2016 -Present

- Monthly cleanup efforts and recycling

Philabundance, Senior Housing at St. George Cathedral Manor, and Relay for Life at Temple University

February 2017

- Volunteered as event staff for various groups

PROFESSIONAL REFERENCES

- Kevin Carter, Clinical Director at Uplift: Kevin@upliftphilly.org; Office 267-437-3123
- Susan Hoffman, Director of In-Home Support at Kleinlife: Office 215-698-7300, ext. 180