

# MARY-JO SMITH

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## OBJECTIVE

Purse a Social Service Worker position within a community setting that will allow me to utilize my strong counselling skills

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## HIGHLIGHTS OF QUALIFICATIONS

- Recent Loyalist College Social Service Worker graduate
- Strong client assessment and group analysis skills
- Highly-developed cultural sensitivity
- Experience working as part of a multi-disciplinary team
- Experience referring clients to community agencies and services
- Developed solid report-writing skills using Word, WordPerfect, and Excel
- Extensive communication skills, both verbal and written

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## EDUCATION

### Social Service Worker Diploma

Loyalist College, Belleville, ON

2014

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## RELATED EXPERIENCE

### Student Support Services Placement Student

Loyalist College, Belleville, ON

Sept.-Dec. 2014

*4 month placement*

- Counsellled individual students using a variety of therapeutic modalities
- Designed and led a highly successful assertiveness training group
- Assessed and evaluated services available to students with disabilities ensuring company policies and procedures were being met

### Emergency Worker

Children's Aid Society, Belleville, ON

May-Sept. 2013

*Part-Time*

- Responded to after-hours emergency calls and provided crisis intervention
- Liaised with community agencies and resources to ensure appropriate referrals for clients
- Documented client contact

### Medical Social Worker (Field Placement)

Belleville General Hospital, Belleville, ON

Jan.-June 2013

*6 month placement*

- Provided assessment and diverse therapies to individuals and families
- Co-led stress management group for cardiac patients
- Prepared daily contact reports for patients' charts
- Developed a successful funding proposal for summer replacement staff

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## COMMUNITY ACTIVITIES AND INTERESTS

- Volunteer for St. Cecilia's Home for Women

• Travelled across Asia, Malaysia and Africa