**Melanie Marshall**

183 Trailhead Ave, Newmarket, ON, Cell: (905) 716-5877

April 20, 2022

I would like to be considered for student placement position at Community Outreach. I am currently working towards the completion of a Social Service Worker diploma. Working for Community Living Central York, as a Manager, has allowed me the opportunity to gain valuable experience within the field of social services. I have experience in programming for the people that I support, as well as collaborative treatment planning, which are beneficial assets.

I have completed placements in college and high school with Tre-Add, Aurora High School’s Developmentally Delayed classroom and Aurora Senior's Autistic classroom. I was in charge of planning programs, working with the individuals supported on their goals and keeping everyone safe.

I have worked with the Autism Society kid’s camp for two summers as a camp counsellor. Also, I have done respite with two different individuals. I was responsible for assisting them in the community and helping to use ABA techniques.

If further information is required I can be contacted at (905) 716-5877

Thank-you for your time

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# Personal Profile

 I have significant experience working with individuals with various mental health issues. In the future, I plan to continue gaining experience and advancing my knowledge and skills in the field of social services. As well, I have worked in a variety of settings including a Developmentally Delayed classroom, Autism classroom, residential homes, and treatment centres.

**Education**

* Currently working on my SSW Diploma- Durham College
* Aurora High: Aurora ON
	+ Received OSSD
* Denne Public School: Newmarket ON
	+ Graduated with grade 8 diploma

# Special Skills

* Facilitated an abuse course for individuals with disabilities
* Experience working with severe mental health
* Able to work independently as well as effectively on a team
* Proficient with Microsoft Word
* Co Chair Rights Restriction Committee
* Co Chair External Review Committee
* York Region ASD Committee Member

# Work Experience

**Kerry’s Place Autism Services** *March 2013- September 2015 -*Supporting individuals with autism in a treatment center. Responsible for administration of medication, meal preparation, maintaining data on varies aspects of clients well being

**Support Worker for Community Living Georgina**  *March 2012- April 2013*

-Supporting individuals with disabilities and developmental delays through medication administration, meal preparation, and assisting with activities of daily living

**Support Worker for Community Living Newmarket/Aurora** *February 2009- Present*

* **Part-Time**.…………………………………………...........*February 2009-May 2010*

*-*Assisting individuals with mental health issues and disabilities through administering medication, meal preparation and assisting with activities of daily living

* **Full-Time**.…………………………………………………………*May 2010-March 2013*

*-*Supporting individuals with disabilities to set and achieve personal goals in order to achieve a more fulfilling quality of life

* **Supervisor**……………………………………………....*September 2011- February 2018*

-Supporting individuals with disabilities through the development of Individual Support Plans, programming consistent with individual needs and goals, and managing personal finances

-Effectively supervised a group home through staff supervision reviews, scheduling, and adherence to policies

**-Manager**………………………………………………………………*February 2018- Present*

-Collaborating with different agencies to support the people in the homes through behavior management

-Managing 7 homes, and 3 supervisors to maintain and uphold high standard within the organization

-Managing CLCY Employment program working with 40 employers and people supported to obtain and maintain a job.

-Managing CLCY Community Participation Supports Program to open up safely through a pandemic, implement new programming, collaborate with outside agencies and work with a number of families and staff to provide a safe and fun day program.

**Camp Counselor for the Autism Society of York Region** *June 2006-August 2006*

-Supported individuals with autism, ages 5-18, through community based activities

-Assisted with program facilitation in a one on one capacity

**Swim Coach for the Aurora Ducks Swim Club**  *September 2003- June 2006*

-Taught one on one swimming lessons to children

**Placement**

**Treatment, Research and Education for Autism and Developmental Disorders (TRE-ADD)**

 *January 2008-April 2008*

-Supported individuals with autism and pervasive developmental disorders

-Enhanced an individual's quality of life through therapeutic sensory stimulation

**Bellview Public School** *January 2007-April 2007*

-Program development and implementation for grades K-6

**Aurora Senior Public School Autism Classroom** *February 2006-June 2006*

-Assisted with programming for individuals with autism

-Supported individuals with daily activities

**Aurora High School Developmentally Delayed Classroom** *February 2005-June 2005*

-Assisted with school activities and homework, while providing supervision

**Aurora Senior Public School** *September 2004-January 2005*

*-*Completed a grade 5 cooperative education course using teamwork and management skills

# Additional Qualifications

* First Aid and CPR
* Nonviolent Crisis Intervention
* Valid Driver's License
* G Tube, Insulin, Catheter Trained
* Lifts and Transfer Training
* Training with diabetes
* ASD Certificate
* Essential Skills for Todays Leaders Certificate
* Mental Health First Aid

References available upon request