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| **Objective:** | **Executive Director** |
| **Experience:** | **Executive Director: Association of Catholic Counselors/St. Augustine Behavioral Health System*** Founding partner of the 501(c)3 non-profit organization.
* Develop business plan and feasibility study.
* Collaboration with foundation partners.
* Pursue local, state and federal grants geared towards mental health services.
* Collaboration with behavioral health care facilities within Tulsa community.
* Develop operational budget
* Collaboration with faith-based institutions.
* Market counseling services to school systems and local colleges.
* Recruit clinical staff.
* Worked with board members and advisors.

**President: Faith Based Films LLC.*** Develop operational (Above/Below the Line) budgets.
* Produce short videos and feature films
* Cast actors/actresses
* Collaboration with other producers.
* Script development.
* Podcasting development.
* Soundtrack development.

**Counseling Manager: Catholic Charities of Eastern****Oklahoma.*** Develop strategic business plan and budget.
* Exercise final authority on counseling operations
* Collaborate with senior management on initiatives.
* Develop and implement clinical policies and procedures.
* Accountable for managing staff members.
* Provided training for clinical staff members.
* Developed compliance with all state and federal laws.
* Ensured counseling program protect rights of and confidentiality of clients.
* Worked with insurance providers.
* Worked on state certification.

**Staff Chaplain: Saint John Health System/Ascension** * Full-time Staff Hospital Chaplain
* Provide pastoral care and counseling services for staff, inpatient clients and family members.
* Offer Continuing Education Workshops for Licensed Professional Counselors.
 | 2016 - PresentTulsa, OK2021 - Present2020 - 2021Tulsa, OK 2014-PresentTulsa, OK |
|  | **Chaplain Resident: Hillcrest Medical Center** * Completing a one-year Clinical Pastoral Care Residency on site
* Provided pastoral care and counseling services in Adult Behavioral Unit; ICU Medical Surgery Unit; ICU Step-Down Units, Ortho Spine Units and Kaiser Rehabilitation Unit.
* Active member of palliative care and health care provider teams.
* Provide verbatim, didactics and presentations for the pastoral care team.
 |  2013- 2014  Tulsa, OK |
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|  | **United Parcel Service, Senior Account Manager, Business Development** | 2005 – 2013Tulsa, OK |
|  | * Manage Middle Market accounts within the state of Oklahoma and Arkansas
* The territory managed generated $9 million in annual revenue.
* Member of the Top 10% revenue producers.
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|  | **Contract Professional Counseling Services:** | 2000 – 2005 |
|  | * Redrock Behavioral Health
 | Oklahoma |
|  | * Brown Schools of Oklahoma
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|  | * Family and Children’s Services
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|  | * Youth Services of Tulsa
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|  | * Green Country Behavioral Health – Muskogee
* Catholic Charities – Tulsa.
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|  | **Director of the University Counseling Center, ORU** | 2000 – 2001 |
|  | * Managing and supervising the daily operations of the University Counseling Center
 | Tulsa, OK |
|  | * Supervise graduate level counseling practicum and intern students on site
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|  | * Provide mental health workshops and seminars for students
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|  | * Teach an undergraduate university success class geared towards probationary and bridge program students
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|  | **Behavioral Health Therapist, Brookhaven Hospital** | 1997 – 2000 |
|  | * Provide assessments and evaluations for potential clients regarding psychiatric services
 | Tulsa, OK |
|  | * Assess the acuity level of the clients and determine appropriate levels of clinical intervention
 |  |
|  | * Screen clients for inpatient, partial or outpatient treatments. Responsible for evaluating clients for behavioral, chemical dependency, eating disorders and neurological rehabilitation programs.
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|  | * Consult with internists, psychiatrists, behavioral health and nursing staff
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|  | **Psychiatric Technician, Laureate Psychiatric Hospital and Clinic*** Assist patients with structured schedules.
* Supervised groups for inpatient children, adolescents, adults, eating disorder and chemically dependent patients.
* Counseled one on one with problematic patients.
* Responsible for charting and intervention records.
* Participated in treatment team sessions. Interfaced regularly with therapists, psychologists, nursing staff and psychiatrists.
 | 11/1993 – 1997Tulsa, OK |
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|  | **Chaplain, Memorial Medical Center and Cancer Treatment** | 8/1993 – 9/1995Tulsa, OK |
|  | * Provided pastoral care and counseling to oncology and orthopedic patients and their families
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|  | * Offered crisis counseling for outpatients, inpatients and staff members
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|  | * Facilitated a Spiritual Life support group for patients and their families
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|  | * Conducted Chapel services
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|  | * Supervised pastoral care interns
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|  | * Charted and documented cases, worked with advanced directives
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|  | * Interfaced regularly with nursing staff, physicians, psychologist and administration
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| **EDUCATION:** | **B.A. Political Science** | August 1983 |
|  | Montclair State University | Montclair, NJ |
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|  | **Master of Divinity** | May 1996 |
|  | Oral Roberts University | Tulsa, OK |
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|  | **M.A., Marriage and Family Therapy** | December 1997 |
|  | Oral Roberts University | Tulsa, OK |
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|  | **Seven hours of Post Graduate Behavioral Health Courses** | 1997 – Present |
|  | Northeastern State University & University of Oklahoma | Tulsa, OK |
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| **SKILLS:** | * Board Certified Chaplain with The National Association of Catholic Chaplains (NACC) – 2017
* Board Certified Clinical Chaplain and Pastoral Counselor – College of Pastoral Supervision and Psychotherapy (CPSP) -2015
* Completing 2200 hours of Clinical Pastoral Care and Education at Hillcrest Medical Center and the Jack C. Montgomery VA Medical Center
 |
|  | * Completed 3200 hours of clinical hours in Professional Behavioral Health counseling.
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|  | * Licensed Professional Counselor for State of Oklahoma; # 5321 effective March 2014
* Certified Licensed Professional Counselor Supervisor for the State of Oklahoma. Effective 2014.
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