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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 - Present  Tulsa, OK  2021 - Present  2020 - 2021  Tulsa, OK    2014-Present  Tulsa, 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 – 2013  Tulsa, 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 |  |
|  | * Family and Children’s Services |  |
|  | * Youth Services of Tulsa |  |
|  | * 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 |  |
|  | * Provide mental health workshops and seminars for students |  |
|  | * Teach an undergraduate university success class geared towards probationary and bridge program students |  |
|  | **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. |  |
|  | * Consult with internists, psychiatrists, behavioral health and nursing staff |  |
|  | **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 – 1997  Tulsa, OK |
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|  | **Chaplain, Memorial Medical Center and Cancer Treatment** | 8/1993 – 9/1995  Tulsa, OK |
|  | * Provided pastoral care and counseling to oncology and orthopedic patients and their families |  |
|  | * Offered crisis counseling for outpatients, inpatients and staff members |  |
|  | * Facilitated a Spiritual Life support group for patients and their families |  |
|  | * Conducted Chapel services |  |
|  | * Supervised pastoral care interns |  |
|  | * Charted and documented cases, worked with advanced directives |  |
|  | * 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. | |
|  | * Licensed Professional Counselor for State of Oklahoma; # 5321 effective March 2014 * Certified Licensed Professional Counselor Supervisor for the State of Oklahoma. Effective 2014. | |