

Gichel Walters

Poughkeepsie, NY 12603

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(718)219-1849

I have almost 10 years of experience of facilitating various size groups. I facilitate Cognitive Behavioral/Moral Recognition Therapy workshops for returning citizens who want to successfully transition back into the community and reduce the chances of re-offending, as well gaining and maintaining employment. I been instrumental in implementing numerous community-based rehabilitative programming for Probation and Parole in Westchester County. I am Certified Offender Workforce Development Specialist Global trainer. , In addition I hold professional certifications in Moral Reconation Therapy- Domestic Violence and Anger Management, Ready, Set, Work, (Both adult and youth) Parenting Skills, Co-Dependency and Youth – READI.

Authorized to work in the US for any employer

Work Experience

Director of Minority Outreach/Re-entry Programming

Westchester Independent Living Center

October 2016 to Present

- Lead development of monthly/quarterly/annual planned giving reporting to ensure institutional achievement of annual activity and financial performance metrics
- Provides individual advocacy services and/or case management services for consumers as needed. Using Person Centered Planning identifies supports and services consumer wants and needs and develops an Independent Living Plan
- Attend board/strategic plan meetings
- Attends Community meetings relating to home and community based services
- Completes, maintains and updates paperwork, files and databases.
- Assists in annual recognition event for volunteers
- Attends NYSDOH required/requested meeting/trainings.
- Coordinate with various agencies in successful organization of the projects
- Plan for marketing activities for the program
- Recruit volunteers for the program
- Plan yearly calendar for different activities
- Performs additional duties as requested by Executive Director

Program Director for Re-entry/Lead Facilitator

Westchester Independent Living Center

October 2014 to Present

Remain active in local community activities. Establish networks and resources for resident referrals

- Organizes or facilitates workshops, groups and presentations.
- Directly supervise and manage mid-level supervisory staff.
- Supervised program imitative design and delivery
- Experienced facilitating workshops groups of 8 to 12 individuals; taught groups of up to 20 people

- Proven ability to address group and individuals needs within a diverse setting; foster a respectful learning environment and develop partnerships with clients to ensure client, program and agency success
- Accurately manage client data using, excel and complete weekly, monthly, quarterly and annual reports, create curriculums
- Established and maintain good relationships with all referral sources
- Coordinated with partners and private agencies to provide effective services to clients
- Excellent knowledge of an ability to research community resources
- Provide developmental feedback to team members; effectively deliver tough messages and encourage performance improvement

Regional Resource Development Specialist

Westchester Independent Living Center

January 2012 to December 2014

- Conduct all phone screenings for the NHTD Waiver program
- Research, update and distribute resource manual on community services available to waiver applicants and Providers
- Schedule/arrange/distribute information regarding all provider meetings
- Attend all mandated DOH meetings including some in Albany
- Attend regional provider meetings, takes minutes and distribute to attendees
- Track all DOH waiver documentation such as, service plans, PRI/Screens, to ensure that all approved providers are within the given DOH timelines outlined in the manual
- File all DOH waiver documentation as requested by waiver staff
- Disburse any new DOH waiver information to all approved providers via e-mail, fax or mail
- Established initial files on all waiver participants and service providers
- Connected people not eligible for DOH waiver to agencies and programs that could help them

Director of Waiver Services/Service Coordination

Sunshine Homecare Services

April 2009 to January 2012

- Provided assistance to people with disabilities in gaining access to necessary service and supports to maintain their independence in the community
- Used a person-centered approach to create and execute an Individualized Service Plan (ISP) for each consumer; reviewed and revised the ISP at least every 6 months, or as needed.
- Developed, implemented, and maintained service plans for a caseload of up to fifteen consumers in the Traumatic Brain Injury (TBI) and Nursing Home Transition & Diversion (NHTD) Waiver programs
- Coordinated the access and delivery of supports and services cited in the ISP
- Located services, determined eligibility, completed referrals, and found funding for services required by the consumer
- Assisted the consumer to find or create natural supports and community resources; ensured that all supports and services being provided were consistent with the consumer's needs and goals, and that in all cases the consumer is offered a choice of service providers
- Ensured the consumer was aware of, and understood their rights. Helped him/her learn how to be an effective self-advocate
- Maintained all documentation in acceptable format and detail in the case file, in order to meet billing requirements and audit standards
- Coordinated with other providers of Waiver services within the Agency to ensure that the consumer receives appropriate and needed services

Education

PhD in Social and Human Services in Social and Human Services

Walden University

Present

Master in Science in Mental Health Counseling

Mercy College - Dobbs Ferry, NY

May 2016

Bachelor of Science in Business Management/Health Services

Berkeley College - White Plains, NY

April 2013

Skills

- Microsoft office
- Outlook
- Windows xp
- Disability
- Therapy
- Organizational skills
- Training
- retail sales
- budget
- Strategic Planning
- Word
- Marketing

Additional Information

Skills

- Strong organizational skills, ability to work under pressure and tight deadlines
- Provide reports to committees, The Board of Directors
- Experience with disability challenges
- Training: Moral Recognition Therapy, Cognitive Behavior Therapy, Offender Workforce Development Specialist, Waiver Service Provider, Youth READI,
- Solid computer skills with knowledge of Microsoft Office, Outlook, Windows XP,
- Ability to maintain reliable and regular attendance