

Tammy Trojan

Location "City, State" | Phone | Email | LinkedIn profile

EDUCATION

University of Southern California, Rossier School of Education – Los Angeles, CA
Master of Science (M.S.), Marriage and Family Therapy

May 20XX

University/College Name – City, State
Degree Name

May 20XX

PROFESSIONAL EXPERIENCE

Company – City, State

MFT Trainee, Birth to 5 Clinician & Nurturing Parent Group Facilitator

June 20XX - Present

- Develop respectful relationship with parents and children marked by sensitivity to the client's sociocultural background.
- Provide clinical services to clients and their families including psychiatric assessments; crisis interventions; clinical child abuse treatment; individual treatment, family, and group therapy.
- Follow state laws regarding mental health issues and confidentiality.
- Experience with DMH documentation; including ICARE/Full Adult assessment and treatment plans.
- Maintain agency expectation of timely documentation submissions; notes within 72 hours, initial assessment packets within 30/45 days, and discharge packets within 7 days of discharge.
- Led, prepared, and facilitated Nurturing Parenting Group.

Company – City, State

Lead Peer Counselor

February 20XX – May 20XX

- Provided an empathetic and safe space for female first-year college students, academic probation students, and walk-ins to talk about their personal life experiences.
- Took case notes of sessions and filed confidential info (e.g., student's grades and personal life stories).
- Referred students to Psychological Services, Health Services, and Dean's to help students struggling with academic and mental health issues.

VOLUNTEER EXPERIENCE

- Organization, *Grant Reviewer* Date
- Organization, *Communications Chair* Date
- Organization, *Volunteer* Date

CERTIFICATIONS

- Nurturing Parenting Program Facilitator Trainer
- DC: 0-5; Los Angeles Department of Mental Health
- Introduction to the DMH Infancy, Childhood & Relationship Enrichment (ICARE) Initial Assessment; Los Angeles of Department of Mental Health
- Adult, Child and Baby First Aid/CPR/AED Certified
- Certified Mandated Reported

SKILLS

- English and Spanish native fluent.
- Department of Mental Health Documentation
- Proficient with Microsoft Office Software, Google Suite, and Slack (85 WPM).