

## Candice Kirby

### Objective

Compassionate, experienced professional seeking a challenging work environment that provides therapeutic services to members of the community. Seeking to build lasting relationships with clients, co-workers, and those in the community as a case manager in the mental health or social work field.

### Professional Profile

#### Parent Partner- Ohana Support Services

#### Child and Family Services

October 2017 to Current

- Collaborate and coordinate with CAMHD and the Family Guidance Center to provide services to referred families in the community.
- Educate Parents and youth utilizing current research and educational information, on behaviors, application, communication and utilization of community resources.
- Provide referrals, assistance, and exploration of appropriate community resources, doctors or treatments to address families needs and goals.
- Attend weekly staffing with Clinical Team and provide reports on client progress to supervisors, Care Coordinators, and DOH.
- Provide families with support and encouragement as they traverse the confusing and complex system of care, re-enforcing hope and a sense of empowerment.
- Assist parents in navigating the IDEA and 504 process, and provide education on families rights and responsibilities to achieve improved outcomes in youths education.

#### School Based Counselor II

#### Big Island Substance Abuse Council

October 2014 to April 2017

- Collaborate and coordinate with Hawaii County Schools to maintain youth within a school setting while simultaneously addressing substance abuse treatment with participants.
- Educate students utilizing curriculum and program of Po'okela including modules on Education, Life Goals and Career choices for teens.
- Ensure proper documentation of services as well as provide feedback to agency and school regarding youths' progress in treatment.
- Attend monthly staffing with Treatment Team and provide reports on client progress to supervisors, co-workers and DOE.
- Provide weekly support groups to at risk teens and youth with active substance abuse concerns.
- Connect and refer clients to community resources.
- Facilitate treatment goals of the youth as well as individual counseling sessions to address treatment concerns.

#### Family Preservation Specialist

#### Family and Children's Services

April 2013 to July 2014

- Collaborate and coordinate with Oklahoma Department of Human Services to maintain placement of children with parents and or facilitate reunification of families.
- Educate parents utilizing evidenced based program of Safe Care including modules of Parent Child Interaction, Child Health, Managing Child Behavior and Home Safety
- Ensure proper documentation of services as well as provide court reports as needed to Child Welfare staff

- Attend monthly staffing with Child Welfare workers and provide reports on client progress to clients, child welfare workers and Liaison.
- Provide weekly and or bi-weekly in home services to clients throughout five counties
- Connect and refer clients and families to community resources and service providers.

**Community Outreach Case Manager  
Services of Oklahoma**

**Counseling and Recovery**

December 2011 to April 2013

- Provide linkage, advocacy, support and monitoring of clients.
- Connect and refer clients and families to community resources and service providers.
- Procure and develop clinical and community resource to assist in meeting clients needs
- Document and chart client progress and services provided in timely manner
- Provide individual rehabilitation and supportive counseling to clients
- Analyzemental status, ensured client was following treatment plan, and reported clients' medical needs to supervising psychiatrist and physician

**Child Welfare Resource Specialist**

**Oklahoma Department of  
Human Services**

November 2010 to October 2011

- Visit Foster Parents and clients in the community monitoring placements and completing home safety assessments.
- Prepare prospective families for becoming resource homes and process applicants.
- Coordinate resource families, child welfare workers, and children in need of placement.
- Connect and refer clients, families and children to community resources and service providers.
- Create, develop, organize and implement recruitment and retention measures for resource families and kinship families.
- Interview and complete home studies for resource and adoptive families.
- Complete records and background checks on prospective kinship and resource families and coordinate with state office in processing national fingerprint registry checks.
- Facilitate completion of contracts and financial reimbursement for resource families.

**Case Manager Intern**

**University of Oklahoma**

January 2009 to July 2009

- Visited clients in the community.
- Analyzed mental status, ensured client was following treatment plan, and reported clients' medical needs to supervising psychiatrist and physician.
- Delivered medications on a bi-weekly basis.
- Assisted clients in shopping, medical appointments, and social service appointments.
- Created and implemented specialized group therapy curriculum including: social/daily living skills, relationship building, support developments, and health/nutritional education.
- Charted clients' progress and ensured proper documentation.

**Therapeutic Foster Parent**

**Bair Foundation**

June 2008 to January 2010

- Provided in-home care to special needs and therapeutic foster children.
- Ensured daily therapeutic interventions and implemented structural routines to stabilize daily functioning.
- Provided support to group therapy sessions, psychiatrist visits, biological visitations, and medical appointments.

- Coordinated with school faculty and administration to facilitate individualized education and behavioral plans.
- Maintained extensive training including: Crisis Intervention, De-escalation Tactics, CPR, and Maladaptive Behavior Prevention.

### **Education**

Rogers State University, Claremore, OK

Bachelor of Science, Psychology

Minor in Sociology

- Active Member in Community Counseling Student Association (CCSA)

### **Recommendations**

Available upon request.