

Curriculum Vitae

Personal Contact Information: Sharon Tanaka

Education: University of Hawaii, Manoa
Bachelor of Arts, Liberal Studies (Psychology and Zoology)
Master of Public Health
Master of Social Work

Work Experience:

2007 to present: Consultant (operations and management), SET and Associates, Inc.

1981 – 2007: Social Worker, State of Hawaii, Department of Health

1981 – 1983: Social Worker III, Community Services for the Developmentally Disabled Branch, Child Development Clinic: Duties and responsibilities included social assessments and case management for children and families of children with developmental disabilities referred for comprehensive diagnostic evaluations for program placement and out-of-home placement.

1983 – 1985: Social Worker IV/Jobs Bill Coordinator, Community Services for the Developmentally Disabled Branch: Duties and responsibilities included coordinating Jobs Bill projects on Oahu, Hawaii, and Maui – monitoring, evaluation and consultation. Additional responsibilities included monitoring the Infant Development Programs, developing standards, policies and procedures for infant programs, and working on proposal for a parent network.

1985 – 1986: Program Specialist IV, Community Services for the Developmentally Disabled Branch: Duties and responsibilities involved developing the Branch Five Year Plan, writing grant proposals, working on administrative and program planning matters.

1986 – 1989: Social Worker IV, Community Services for the Developmentally Disabled Branch: Duties and responsibilities included writing administrative rules for adult foster homes, certification of children and adult foster homes, training of foster home parents.

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1989 – 1992: Social Worker V, Community Services for the Developmentally Disabled Branch: Duties and responsibilities included development of a Family Support Unit and supervision of Family Support Unit staff.

1992 – 2007: Social Worker VI, Community Services for the Developmentally Disabled Branch: Duties and Responsibilities included overseeing the Developmental Disabilities Division case management section (statewide) and later overseeing the program development and planning section of the Division.

Other: Notary Public, current

References: Provided upon request