

Karen Eileen VanKeuren Berry



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PROFESSIONAL EXPERIENCE SUMMARY

Highly motivated, result oriented supervisor with over twenty years of experience in supervision. Extensive knowledge in training, cultural diversity, substance abuse, equal opportunity and behavior modification. Proficient as an instructor, leader, briefer, manager and advisor. Consistently demonstrates creativity, motivational aptitude and completing tasks in a timely and efficient manner. Throughout entire years of military service maintained Top Secret/Special Background Investigation (SBI) Special Compartmental Information (SCI) access security clearance.

EDUCATION

Bachelor's Degree BA, 2002, Psychology, GPA 3.4, Columbia College

While an active duty service member completed:

Instructor's Course, RTSM-Maintenance, (6 weeks), 1993, Fort Stewart, Georgia

Basic Leadership Course, (12 weeks), 1990, Fort Gordon, Georgia

Primary Leadership Course, (4 weeks), 1986, Fort Sherman, Republic of Panama

OTHER INFORMATION

Skillful in reading, writing and speaking Spanish and in providing Cultural Awareness Instruction.

EMPLOYMENT

Present: National Executive Program and Field Administrator – National Transformation Youth Out of Crisis Research and Program Implementation Supervises and oversees the administrative components of day-to-day operations of the program and national projects; assists in preparing project budgets and identifying potential funding sources; ensures local, state and federal compliance with appropriate program and budget standards; monitors national field programs and program participants; serves on the national program and participants evaluation and assessment team; assists in field research and conducting surveys; and provides written and verbal bilingual assistance and support, as well as cultural awareness to Spanish speaking participants.

11/02.2011-10/18/2012: Director, School Age Services/Youth-Teen Program. Fort Detrick-Silver Spring, MD 20902. (301)619-7286 Kelly Majestic. Operates CYS program IAW all applicable regulations and standards. Applies professional knowledge to plan, implement and supervise a comprehensive program that promotes positive growth and development of children and youth. Provides program oversight and accountability for performance of assigned staff and the safety and well-being of children and youth IAW DoD, Army and local performance standards. Maintains DoD, Army certification for assigned program areas and ensures program receives and retains national accreditation or Army equivalent and maintains accreditation/Army equivalent standards. Supervises and evaluates employees based on established performance standards. Provides training for employees. Develops program budget and prepares justification for funding of program resource requirements. Utilizes Child and Youth Management System (CYMS) to oversee collection, accurate accounting and reporting of funds; and to collect and maintain up to date statistical data for planning and reporting purposes IAW higher headquarters and statutory requirements. Monitors food service program ensuring compliance with all applicable Army and USDA food program policies and procedures to include proper meal components and portion sizes. Implements an active program of parental involvement, providing parental education opportunities and encouraging parental observation and participation.

01/12/09-02/09/11: Community Living Program Supervisor: Alternate Community Training. Columbia, MO 65202. (573) 474-9446. Sharla Hyler, ext (3209). Supervises all aspects of the Community Living program ensuring effective communication, providing continuity of care, ensuring community integration and achieving positive results. Ensure medical needs of consumers are met. Develop, coordinate and participate in Individual Planning process for each consumer. Assist with the hiring, training, supervising and evaluating performance (at least annually) of direct care staff. Responsible for maintaining a safe and clean living environment for the consumers as well as an organized work space for staff. Provide written progress reports on a monthly basis and review monthly with case management. Coordinate completion of attendance records for consumers and payroll for staff, following established budgets. Remain informed of, and assist in assuring compliance with appropriate program standards (DMH, CARF).

12/26/2006-12/06/2009 Transitional Living Group Home (TLGH) Supervisor: Boys&Girls Town of Missouri (BGTM). Saint James, MO 65559. Michael Orlando, (573) 265-3251 ext 197. The group home supervisor is responsible for the safe and therapeutic implementation of care in the three group homes. This includes recruiting, hiring, training and evaluating the youth advisors. The TLGH supervisor models strength based techniques when dealing with residents and employees. Provides training for the youth advisors including the instruction and demonstration of basic living skills: such as proper personal hygiene, care of belongings, good eating habits, meal preparation, money management and profitable use of structured and unstructured time. Maintains budget for the program to include food, medication, recreational activities, outings in the community and sometimes the personal needs of the residents.

04/11/2004-12/20/2006 Psychological Technician: Phelps County Regional Medical Center, Rolla, MO 65401. Jackie Howard, (573) 458-7431. Psychological Technician obtains vital signs regularly from patients, conducts severity assessments of withdrawal symptoms of patients withdrawing from alcohol use, and administers clinical opiate withdrawal scales for patients with substance abuse issues. Conducts safety inspections every fifteen minutes to ensure safety and compliance. Assists patients with adhering to therapeutic treatment plan.

06/06/2004 - 10/11/2005 Substance Abuse Technician: Pathways, Rolla, MO, 65401. Von Nelson, (573) 336-8375. Substance Abuse Technicians provide youth with substance abuse issues with a safe and sober environment. Conducted group therapy sessions discussing alternative means of coping and expressing thoughts and ideas appropriately. Instructed youth on survival skills to include: cooking, cleaning, personal hygiene. Escorted youth to Alcoholics Anonymous (A.A.) meetings held throughout the community and assisted in facilitating A.A. meetings within the residences. Assigned and supervised daily chores.

06/06 2002 to 11/27/2003 Independent Living Coordinator: Boys&Girls Town of Missouri (BGTM). Saint James, MO 65559. Michael Orlando, (573) 265-3251 ext 197. The Independent Living Coordinator provides support, supervision, and case management assistance to the young adults in the independent

scattered site program to enhance reaching the goals and objectives that were identified for each person at the time of admission. Coordinates programs and services for each young adult, as well as implementing the identified services in conjunction with the referral source and all necessary community organizations and agencies. Responsible for securing the appropriate physical placement for each client, to include initiating the lease agreement with the landlord. Coordinates an individualized plan of care for each client in the program. Responsible for securing all necessary services for each client based on the individualized plan of care (to include, but not limited to: therapy, medication management/review, planning healthy meals and meeting nutritional guidelines, job interviews, school enrollment, setting up bank accounts, extracurricular activities, etc.). Tracks and monitors daily schedules for each client. Maintains contact and communication on progress in the program with referral sources. Plans and leads quarterly treatment plan reviews, and supplies all documentation in conjunction with these reviews to identified social service agencies. Works closely with community agencies to foster an attitude of cooperation and participation with the surrounding community members. Acts as a mentor with the clients, providing assistance and teaching in areas where clients need more supervision. Ensures that all properties meet standard life safety and fire codes. On-call daily to handle crisis situations and provide intervention as needed.

06/06/2001 to 06/06/2002. Whitaker Cottage Case Manager: (BGTM) The Whitaker Cottage Case Manager's role in the partnership with the Missouri Alliance for Children and Families (MACF) is to maintain correspondence with the MACF Individual Care Manager for each resident on a weekly basis. Main duties of the Whitaker Cottage Case Manager included: Completing weekly hour-long sessions with each individual resident and typing progress notes for all sessions. Completing Biopsychosocial Assessment, Master Problem List, Initial Treatment Plans, Master Treatment Plans and Completing Release/Discharge Reports. Attending and leading cohesion meetings with team and residents. Performing crisis intervention duties for residents. Completing consulting Psychiatric and psychological referring process. Coordinate and communicate with the childcare workers of Whitaker Cottage. Assist MACF Individual Care Manager in preparing resident for returning to the community. Conduct group sessions for residents.

08/06/1999 to 06/06/2001. Group Therapist/Case Manager: (BGTM). Attend, participate, monitor and document behaviors of clients during group therapy sessions. Met with group therapists and social workers daily to exchange information and plan future activities and goals. Assisted group therapists in planning and organizing issues pertaining to group therapy, scheduling and interviewing.

02/27/1998 to 08/06/1999. Child Care Worker: (BGTM). Provided for the physical and emotional needs of the residents assigned to the cottage and stimulate a healthy family living experience for the patients. Provided instruction and demonstration of basic living skills such as: proper personal hygiene, care of clothing and possessions, good eating habits, money management and profitable use of structured and unstructured time.