

# TERRY-ANN MOSES **GOV. MSG. NO. 735**

## EDUCATION

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**Florida International University** Miami, FL  
Masters of Social Work

**Florida International University** Miami, FL  
Bachelor of Arts in Psychology  
**HONORS:** Golden Drum Scholarship Recipient

## CERTIFICATIONS/TRAININGS

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Motivational Enhancement Training (Motivational Interviewing)  
Mental Health Recovery and WRAP Facilitator  
**Registered Clinical Social Worker Intern (FL)** Exp. 03-31-2022  
**CPR/First Aid** Exp. 09-2018

## QUALIFICATIONS

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- Ability to work independently and with others in an interdisciplinary team environment
  - Excellent written, verbal and non-verbal communication skills
  - 5+ years' experience with the Clubhouse model program
  - 15+ years providing services to severely persistently mentally ill adults
  - Provided services to adolescents, elderly, homeless, and HIV/AIDS populations.

## EMPLOYMENT HISTORY

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**May 2016-Present** **Friendship House/Kauai Community MH Center** **Kapaa, HI**  
**Clubhouse Director**

- Develop, maintain, supervise and coordinate all activities in the Clubhouse.
- Engage members as equals in the activities, programs and decision making within the Clubhouse.
- Understand and ensure compliance to Clubhouse International Standards and prepare for Accreditation.
- Develop and maintain relationships in the business community through networking and outreach
- Represent the Clubhouse at the Hawaii Clubhouse Coalition as well as other relevant community organizations.
- Responsible for the Clubhouse Transitional Employment Program including supported employment i.e. job development and coaching as necessary.
- Supervise employment for individuals with mental illnesses and co-occurring disorders.
- Responsible for compliance and implementation of regulations and guidelines.
- Responsible for scheduling, direct supervision, training, orientation and periodic rating of employees, interns, and volunteers assigned to the Clubhouse.

**January 2013-Present** **Club Fellowship/Fellowship House** **Miami, FL**  
**Clubhouse Director**

- Develop, maintain, supervise and coordinate all activities in the Clubhouse.
- Engage members as equals in the activities, programs and decision making within the Clubhouse.
- Understand and ensure compliance to Clubhouse International Standards and prepare for Accreditation.
- Ensure compliance to CARF standards for community employment.
- Develop and maintain relationships in the business community through networking and outreach
- Promote and market Club fellowship for the purposes of fundraising.
- Manage Clubhouse website and social media (Facebook Page)
- Represent the Clubhouse at the Florida Clubhouse Coalition as well as other relevant community organizations.
- Responsible for the Clubhouse Transitional Employment Program including supported employment i.e. job development and coaching as necessary.
- Supervise employment for individuals with mental illnesses and co-occurring disorders.

- Responsible for compliance and implementation of regulations and guidelines.
- Responsible for scheduling, direct supervision, training, orientation and periodic rating of employees, interns, and volunteers assigned to the Clubhouse.

**June 2006-January 2013** **Fellowship House** **Miami, FL**  
**Employment Unit Supervisor**

- Develop and maintain relationships in the business community through networking and outreach
- Plan and implement employment support activities for individuals with mental illnesses and co-occurring disorders
- Conduct job readiness groups to assist clients in obtaining employment
- Utilize listening skills, redirection, and supportive language when facilitating a group
- Conduct psycho-social rehabilitation groups as needed for individuals with mental illnesses and co-occurring disorders
- Supervise employment for individuals with mental illnesses and co-occurring disorders
- Responsible for compliance and implementation of regulations and guidelines
- Responsible for employee scheduling, direct supervision, job performance and periodic rating
- Chairperson of Member Advocacy Committee for Agency's Quality Improvement Program
- Represent agency in internal and external meetings as needed.

**Dec 2003-June 2006** **Fellowship House** **Miami, FL**  
**Senior PSR Counselor**

- Maintaining contact with outside agencies and following up with community resources
- Trained in Psycho-educational groups
- Chairperson of Member Advocacy Committee for Agency's Quality Improvement Program
- Utilize listening skills, redirection, and supportive language when facilitating a group
- Independently plan and facilitate basic living skills, social rehabilitation, pre-vocational training, and group therapy activities for individuals with mental illnesses and/or co-occurring disorders

**Jan 2013-Sept 2013** **The Village/ Westcare** **Miami, FL**  
**Street Outreach Liaison**

- Co-facilitate weekly support group for runaway/homeless youth
- Conduct outreach in target areas that runaway/homeless youth congregate
- Provided necessary materials/supplies while conducting outreach to target population.
- Participate in health/resource fairs in order to link target population with necessary services

**Jan 2010- Aug 2013** **Unity Health & Rehabilitation Center** **Miami, FL**  
**Support Group Facilitator**

- Facilitate support group for adults with various needs
- Encourage effective listening skills and the use of supportive language among group members
- Provided linkage to resources as coordinated with Star of Life Program Director.

#### **CLINICAL PRACTICUM**

**Aug 2011-Dec 2011/May 2012-Aug 2012** **Care Resource** **Miami, FL**  
**Intern**

- Complete Psychosocial Assessments
- Complete Assessments and Follow-ups with IACT WOC program
- Provide services to HIV/AIDS population

**Aug 2010- Dec 2010** **Camillus House** **Miami, FL**  
**Intern**

- Interact with adults who are chronically homeless in Day Center activities.
- Complete Initial Assessments for the Courtyard program
- Ran support group for the female clients
- Provide direct care emergency services such as mail, clothing vouchers, and referrals

#### **COMPUTER SKILLS**

Microsoft Office: Ms Works, Ms Excel, Publisher, Acces