

GOV. MSG. NO. 734

OBJECTIVE

Experienced Program/Grants Coordinator and Counselor with a demonstrated history of working in education, from Early Learning to Post Secondary. Skilled in Grant Coordination, Analytical Skills, Program Evaluation, Team Building, and Counseling Psychology. Knowledgeable in building and maintaining community collaborations and partnerships. As well as a strong community and social services professional with a Master of Arts (M.A.) focused in Counseling Psychology from University of Hawaii at Hilo.

EDUCATION

Masters of Arts in Counseling Psychology (GPA=3.995), University of Hawaii –Hilo

Bachelor of Arts in Psychology with honors (GPA=3.9), University of Hawaii-Hilo

High School Diploma, Pahoia High School

EMPLOYMENT

**PROGRAM COORDINATOR/COUNSELOR, KAMEHAMEHA SCHOOLS WEST-HAWAI‘I,
DECEMBER 2015-PRESENT**

I currently work in the Kamehameha Schools West-Hawai‘i Regional office, where my responsibilities include, coordinating and facilitating the development of post-secondary education initiatives in West-Hawai‘i. I also act as a Grant Coordinator for our community investing collaborators and partners in order to drive strategy and innovation in the Region.

Post-Secondary Education Initiatives

- Coordinating and managing the *Early College Scholarship* (*Scholarship for high school students interested in taking dual credit/early college classes*)
- Coordinating the *Maluaka Field School* collaboration with Hawai‘i Community College.
- I am also tasked with pursuing other community opportunities/collaborations for postsecondary education, training, and workforce development in West-Hawai‘i.

Community Investing

- The management of the West-Hawai‘i community investing portfolio. Involves, but is not limited to the following duties:
 - Proposal reviews
 - MOA development
 - Approval processes

- Tracking and monitoring collaborations throughout the year
- Act as the liaison between community partners and Kamehameha Schools

Other

- Work closely with outside entities and partners in education (UH Systems, DOE, Non-profits)
- Work as part of our education hui in West-Hawai'i
- Member of our Hawai'i Island Leadership Team
- Member of Project Manager Community of Practice
- Attend all meetings and trainings related to each of these job functions
- Keep up to date on key educational initiatives/policies as they pertain to our work

SCHOOL COUNSELOR, KUA O KA LA PCS, JULY 2008-JULY 2015

K-12 School Counselor at Kua O Ka La Public Charter School. This institution, is located in a rural community servicing a majority of at risk families and youth.

Overall the job duties included functioning as the Elementary, Middle and High School counselor. As well as the SBBH and service provider. The school counseling program was developed using the ASCA model.

Job responsibilities included but were not limited to the following:

- To perform specialized activities relating to the school counseling program, involving students, teachers, administrators, parents, other staff and outside agencies.
- Planned and coordinated age appropriate counseling and guidance activities across grade levels. For example: classroom guidance (elementary), social development (middle) and College and Career Readiness (high).
- Provided the following services to students and families
 - Counseling & guidance (personal, social, academic and career)
 - Academic advising
 - Career and college readiness
 - Student appraisal
 - Consultation with school personnel, parents and community agencies, when needed
 - Coordination with other programs and resources in and outside the department
 - Program development, implementation and evaluation (running start, bullying, and college & career programs)

- Other job duties included functioning as the 504/SPED counselor (students with disabilities) responsibilities included the following, *conducting eligibility, evaluation, assessment, plan development and implementation, service provider, and progress monitoring throughout the year.*
- As the service provider responsibilities included, 1:1 counseling for social/emotional, home problems (abuse, neglect, homelessness, and divorce), academic problems, and relationship issues.
- ACT test coordinator from 2012-2014
- Provided support to staff when needed

**RESEARCH ASSOCIATE, RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAII,
SEPTEMBER 2006-AUGUST 2008**

I assisted in gathering, entering and analyzing data for a longitudinal study on Adolescent Development and Mental Health. Designed and completed research project for master's thesis.

SKILLS TRAINER, THE INSTITUTE FOR FAMILY ENRICHMENT, NOVEMBER 2005-AUGUST 2006

I provided para-professional care to children with Autism Spectrum Disorder in a school setting. Our job was to work closely with the therapist and care-coordinators to maintain adequate behavior in school.

**RESEARCH ANALYST, RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAII, JANUARY
2003-MARCH 2005**

My responsibilities included; managing the collection and maintenance of data used in the UHH study on Adolescent Development and Mental Health. This included preparing for data collection, administering surveys to students in multiple high schools on the island of Hawai'i. I was also responsible for cataloging surveys once completed and then organizing and entering data into our studies database. I then managed data analysis for conference presentations and publications.

**RESEARCH ASSISTANT, MINORITY BIOMEDICAL RESEARCH SUPPORT PROGRAM OF THE
NATIONAL INSTITUTES OF HEALTH, OCTOBER 2001- DECEMBER 2002**

I was a student assistant to the Principle Investigator on a longitudinal study of Adolescent development and mental health in Hawai'i. The position was part of a training program for minority students interested in research.

STATISTICS TUTOR, UNIVERSITY OF HAWAII- HILO, JANUARY 2001- MAY 2001

ADDITIONAL TRAINING

Student Intern, Counseling Psychology Program, University of Hawai'i-Hilo, 2008.

Student Trainee, RISE Program of the National Institutes of Health, University of Hawaii-Hilo, September 2001.

PROFESSIONAL DEVELOPMENT

2010-2012. Community Workgroup Member of, The Center for Disability Studies of the University of Hawai'i, Pono Choices teen pregnancy and STI prevention curriculum development project.

APRIL 2011. Workshop; *Managing Children and Adolescents with Emotional and Behavioral Problems*, Presented by Helpful Child Enterprises, Phoenix, AZ.

NOVEMBER 2011. Financial Aid & Scholarship Update, High School Counselor Workshop. Presented by: The Pacific Financial Aid Association.

SEPTEMBER 28, 2012. Professional Workshop on *Motivational Interviewing*, presented by P.A.R.E.N.T.S., Inc.

NOVEMBER 7, 2012. ASCA Webinar Series: *School Counselor Leadership*. Presented By: Jeff Broderson, ASCA.

NOVEMBER 8, 2012. Financial Aid & Scholarship Update, High School Counselor Workshop. Presented by: The Pacific Financial Aid Association.

NOVEMBER 15, 2012. ASCA Webinar Series: *Schoolwide Bully Prevention*. Presented By: Brent Burnham, School Counselor.

FEBRUARY 8, 2013. Pacific Islander Higher Education Conference, Leadership Summit. Presented by: University of Hawaii-Hilo, Pacific Islander Student Center.

MARCH 3, 2013. The Key to Dropout Prevention for both High School & College. Presented by: Academic Innovations, LLC.

SEPTEMBER 13, 2013. Hawai'i High School Counselor's Workshop. Hosted by: University of Hawai'i at Manoa.

NOVEMBER 13, 2013. Financial Aid & Scholarship Update, High School Counselor Workshop. Presented by: The Pacific Financial Aid Association.

OCTOBER 23, 2014. COLLEGE AND CAREER READINESS WORKSHOP, HPA, WAIMEA, HI. PRESENTED BY: ACT COLLEGE & CAREER READINESS REPRESENTATIVE.

SEPTEMBER 2016. IUCN CONFERENCE IN HONOLULU

MARCH 4-8, 2017. HE MANAWA WHENUA INDIGENOUS CONFERENCE, WAIKATO, AOTEAROA

JULY 11-13 2018, NATIONAL FAMILY AND COMMUNITY ENGAGEMENT CONFERENCE

SEPTEMBER 19-21 2018, HARWOOD INNOVATORS LAB

OCTOBER 4-5 2018, HANO CONFERENCE

OCTOBER 19, 2018, PROJECT MANAGEMENT INSTITUTE PROFESSIONAL DEVELOPMENT DAY

SKILLS AND ABILITIES

- Completed PMI Project Management Essentials courses
- Experience working in Native Hawaiian communities
- Knowledgeable in Hawaiian cultural practices
- Elementary use of 'Ōlelo Hawai'i
- Experience in managing programs and projects (Ipukukui Spring 2016, West-Hawai'i & Ho'olauna Summer 2016, West Hawai'i); Early College Scholarship
- Experience working with community collaborators and managing inter-agency MOAs
- Experience working on interdisciplinary design teams, projects and new initiatives
- Experience working in the role of advisor, supporting students and finding ways for them to be successful graduates
- Proficient in counseling skills and ability to work with diverse populations
- Understanding of different college environments
- Effective user of technology including basic PC programs such as Microsoft Word, Excel, & Powerpoint, MAC, IPADs and Androids,
- Exceptional Communication Skills
- Organization Skills
- Valuable people skills, such as listening, empathizing, problem solving, ability to use tact and de-escalation techniques in sensitive situations
- Successful when working as part of a team and collaborating with community organizations
- Learn quickly, follow instructions and conduct job duties appropriately

VOLUNTEER WORK

- *Counseling Assistant*, Big Island Substance Abuse Counseling (counseling of adolescents in a high school setting), September 2001-December 2001.

AWARDS AND RECOGNITION

- Outstanding student of the year award, 2002
- Selected to Who's Who among American Students, 2002
- Dean's List, Fall 2001, Spring 2002, Fall 2002, Fall 2006
- American Association for the Advancement of Science Pacific Division
- Honorable mention for excellence in the graduate and undergraduate competition of scientific presentations, at the 83rd annual conference of the AAASP, Waimea, Hawaii 2002.

- Pahoehoe High School certificate of excellence 1993

PROFESSIONAL PUBLICATIONS

McKeage, T., Skorikov, V., & Serikawa, T. (2002). Occupational identity and workers' mental health. In: C. Weikert, E. Torkelson, & J. Pryce (Eds.), Occupational Health Psychology: Empowerment, Participation, and Health at Work, pp. 113-117. I-WHO publications, Nottingham, UK.

CONFERENCE PRESENTATIONS

McKeage, T., Serikawa, T., Maemori, D., Hamamoto, D., & Skorikov, V.B. (2002, June). An empirical test of different models of adolescent mental health. Poster session presented at the 83rd Annual Meeting of the Association for the Advancement of Science, Pacific Division. Waimea, HI.

Skorikov, V.B., McKeage, T., & Serikawa, T. (2002, June). The role of vocational identity in Satisfaction with life. Paper presented at the 83rd Annual Meeting of the Association for the Advancement of Science, Pacific Division. Waimea, HI.

McKeage, T., Skorikov, V., & Serikawa, T. (2002, December). Occupational identity and workers' mental health. Paper presented at the 4th Conference of the European Academy of Occupational Health Psychology. Vienna, Austria, December 4-6, 2002.

Serikawa, T., Skorikov, V.B., McKeage, T., Purugganan, R. (2004, May). Relationships Between Psychological Well-being and Career Indecision During Adolescence. Paper presented at the 16th Annual Convention of the American Psychological Society. Chicago, Illinois, May 27-30, 2004.

Skorikov, V.B., McKeage, T., Purugganan, R., Serikawa, T., (2004, May). A Longitudinal Study of Adolescent Illicit Drug Use, Mental Health, and Delinquency. Paper presented at the 16th Annual Convention of the American Psychological Society. Chicago, Illinois, May 27-30, 2004.

Skorikov, V. B., McKeage, T., Uratani, R. (2005, May). Effects of Non-Random Attrition in Longitudinal Research on Adolescent Delinquency. Paper presented at the 17th Annual Convention of the American Psychological Society. Los Angeles, CA, May 26-29, 2005.