

# JENNIFER TABB

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## EDUCATION

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### MICHIGAN STATE UNIVERSITY, COLLEGE OF EDUCATION

- M.A. in Education, *concentration in Education Administration and Literacy* ~August 2015

### UNIVERSITY OF DETROIT-MERCY, COLLEGE OF LIBERAL ARTS AND EDUCATION

- M.A. in Community Counseling, *Limited License Professional Counselor* December 2009

### UNIVERSITY OF MICHIGAN, COLLEGE OF LITERATURE, SCIENCE, AND THE ARTS

- B.A. in Psychology and English August 2006

## WORK EXPERIENCE

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### GATEWAY COMMUNITY SERVICES

#### THERAPIST

2013-PRESENT

- Counsel youth ages 12-21 regarding social, familial and educational matters
- Work with and counsel the families of the youth to assist in family reunification
- Create treatment plans inclusive of educational, social and emotional challenges
- Attend staff meetings and case conferences

### WAYNE STATE UNIVERSITY

#### RESEARCH COORDINATOR

2010-2013

- Work with hospital staff to implement arms of study
- Aid in development and application of study
- Knowledgeable of information pertaining to specified research topics
- Organize, monitor and submit data reports and IRB designated paperwork
- Develop and maintain data files
- Conduct meetings with physicians and nursing staff regarding study progress
- Supervise and train research assistants
- Design and implement evaluation reports
- Manage budget for study

### UPWARD BOUND

#### COUNSELOR

2009-2010

- Work with caseload of over 40 students
- Aid in student educational and social goal development
- Counsel students on personal and academic concerns and issues
- Conduct student interviews, academic tracking and assessments
- Create college writing tools and handouts to aide in academic development
- Facilitate workshops to increase knowledge regarding college readiness and literary tools
- Co-editor of monthly newsletter- assisting students in learning about layouts and editorial writing styles
- Advocate for well-being of students by obtaining resources and creating outlets

ALTERNATIVES FOR GIRLS

CASE PLANNER/COUNSELOR

2007-2009

- Work with caseload of at least 15 teen parents (ages 16-21)
  - Locate independent housing, assist with educational, employment and social goals
  - Create and aide in implementation of client life plans through different assessments specifically psychosocial assessments
  - Design college bound workshops and classes including literature, critical thinking and media, essay writing and social etiquette
  - Facilitate parenting class and community meetings
  - Collaborate with other agencies to utilize resources to assist with client needs
  - Advocate for well-being of teen and their child(ren) through national advocacy groups and lobbying state capital
  - Member of Teen Parent Coalition for Michigan
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