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### **EXPERTISE SKILLS**

- mental health counseling
- substance abuse recovery
- treatment planning
- group therapy
- community outreach
- case documentation

### **LANGUAGES**

- English
- Spanish
- French

### **CERTIFICATION**

- Master of Social Work (MSW), Boston University, 2018

### **REFERENCES**

#### **John Smith**

Senior Manager, Tech Corp  
john.smith@email.com

#### **Sarah Johnson**

Director, Innovation Labs  
sarah.j@email.com

#### **Michael Brown**

VP Engineering, Solutions Inc  
mbrown@email.com

# MICHAEL ANDERSON

## MENTAL HEALTH AND SUBSTANCE ABUSE COUNSELOR

Innovative Social Worker with a focus on mental health and substance abuse recovery, dedicated to providing comprehensive support to individuals facing addiction and mental health challenges. Expertise in developing therapeutic approaches tailored to individual client needs, utilizing evidence-based practices to facilitate recovery and resilience. Proven ability to establish meaningful connections with clients, fostering a safe environment conducive to healing and growth.

### **PROFESSIONAL EXPERIENCE**

#### **Recovery Solutions Center**

*Mar 2018 - Present*

Mental Health and Substance Abuse Counselor

- Provided individual and group counseling sessions to clients in recovery.
- Developed personalized treatment plans based on client assessments.
- Facilitated workshops on coping strategies and life skills.
- Collaborated with healthcare providers to ensure comprehensive care.
- Monitored client progress and adjusted treatment plans accordingly.
- Maintained accurate records of client interactions and treatment outcomes.

#### **Community Mental Health Agency**

*Dec 2015 - Jan 2018*

Social Work Associate

- Assisted in conducting intake assessments for new clients.
- Supported case managers in developing treatment plans.
- Engaged clients in therapeutic activities to support recovery.
- Participated in community outreach to raise awareness of mental health resources.
- Documented client progress and maintained confidentiality.
- Coordinated with local resources to provide comprehensive support.

### **ACHIEVEMENTS**

- Achieved a 90% client satisfaction rate through tailored counseling approaches.
- Recognized as Employee of the Month for outstanding performance and dedication.
- Implemented a new client feedback mechanism that improved service delivery.