Alexis Roberson Toussaint, [redacted]

Skills Summary:

- Program Management: Four years Proven success managing complex child welfare programs at the state level, including overseeing staff, budgeting, and ensuring compliance with federal regulations and policies.
- Policy Development and Implementation: Experienced in analyzing and developing policies to improve program operations, as well as implementing and evaluating policy changes to meet program goals.
- Budgeting and Financial Management: Demonstrated ability to manage budgets, allocate resources effectively, and monitor financial performance to ensure program success.
- Advocacy and Outreach: Skilled at building relationships with stakeholders and community partners, advocating for the needs of vulnerable populations, and promoting programs to ensure equitable access to services.
- Diversity and Cultural Competency: Demonstrated success in developing and implementing programs that address the unique needs of diverse populations, and creating inclusive environments that promote cultural sensitivity and competence.
- Training and Development: Experienced in designing and delivering effective training programs for staff and stakeholders, and ensuring compliance with all relevant laws and regulations.
- Collaboration and Team Building: Proven success in building and leading effective teams, fostering collaboration and communication among team members, and promoting a positive and inclusive work environment.
- Problem Solving and Decision Making: Experienced in identifying and analyzing complex problems, developing creative solutions, and making sound decisions based on data and evidence.
- Communication and Relationship Building: Skilled at communicating complex information to diverse audiences, building positive relationships with stakeholders, and promoting program success through effective communication strategies.
- Experienced in managing state child welfare programs, working as a school social worker, and serving as a foster care child welfare specialist.
- Skilled in management, policy development, budgeting, advocacy, diversity, and training.
- Capable of conducting detailed analyses of complex functions and work processes of broad administrative or technical programs, and making recommendations for improvement in the effectiveness and efficiency of work operations.
- Able to counsel and advise program managers on methods and procedures, management surveys, management reports, and control techniques.
- Proficient in planning and providing a wide range of advisory and administrative support services to the management staff on all issues that relate to the effective management of the organization's workforce.
- Competent in independently, or as a member of a team, conducting broad or specific studies and assessing results relevant to workforce goals and objectives.
- Skilled in developing and implementing policies and procedures to ensure compliance with federal regulations and standards.
- Capable of developing and delivering training programs to staff and stakeholders on various topics, including diversity, cultural competency, and organizational policies and procedures.
- Proficient in using technology and data analysis tools to track, measure, and report on program performance and outcomes.

- Excellent communication and interpersonal skills, with the ability to work collaboratively with diverse stakeholders and build effective relationships with partners and clients.

Work Experience

Cherry Creek School District

School Social Worker (40 Hrs/wkly)

August 2022-Present

- Utilize varied models and methods of assessment and data collection for identifying strengths and needs of individual students and the broader school community, developing effective services and programs, and measuring progress and outcomes. Some school based diagnosing.
- Consult and collaborate with colleagues, students, families and other stakeholders to promote effective implementation of services.
- In collaboration with others, use assessment and data collection methods to implement and evaluate services that support academic skills.
- In collaboration with others, use assessment and data-collection methods to implement and evaluate services that support socialization, learning, and mental and behavioral health, including but not limited to behavioral supports, individual and group counseling, and social skills training.
- Develop and implement practices and strategies to create and maintain effective and supportive learning environments for children with intellectual or developmental disabilities.
- Promote services that enhance learning, mental and behavioral health, safety, and physical well-being through protective and adaptive factors and to implement effective crisis preparation, response, and recovery.
- Implement and evaluate services that respond to culture and context and facilitate family and school partnerships and interactions with community agencies for enhancement of academic and social–behavioral outcomes for children.
- Provide effective professional services that promote effective functioning for individuals, families, and schools with diverse characteristics, cultures, and backgrounds and across multiple contexts, with recognition that an understanding and respect for diversity in development and learning and advocacy for social justice are foundations for all aspects of service delivery.
- Evaluate and apply research as a foundation for service delivery and, in collaboration with others, use various techniques and technology resources for data collection, measurement, and analysis to support effective practices at the individual, group, and/or systems levels.
- Provide services consistent with ethical, legal, and professional standards; engage in responsive ethical and professional decision-making; collaborate with other professionals; document assessments and services within District student information systems; and apply professional work characteristics needed for effective practice as school psychologists, including respect for human diversity and social justice, communication skills, effective interpersonal skills, responsibility, adaptability, initiative, dependability, and technology skills.

Transitioning Youth Program Manager (Child Welfare Manager 1)

(40 Hrs/wkly)

La Department of Children and Family Services

August 2019-August 2022

- Developed goals, objectives and strategies to effectively deliver required services through writing and reviewing communications..
- Monitored program performance by directing site visits, case reviews and observation of staff/client contact. Analyses of policy, budget and program in accordance to state policy.
- Directed the development and monitoring of corrective action plans.
- Conducted child welfare research to determine impact/efficiency of agency services
- Directed the development of agency policies and procedures and assures their compliance with federal and state laws.
- Reviewed proposed and enacted legislation to assess potential agency impact, prepares related program and fiscal analyses, and provides oral testimony when required.
- Lead and participated in investigations to explore and determine outcomes in relation to the efficient operations of DCFS.
- Directed the development of training priorities, curriculum and delivery of training statewide.
- Oversaw as state agency representative to support groups, the community and organizations.
- Participated in the development of the annual budget request.
- Directed and administered the agency's functions for the review and approval of service contracts for program management, monitoring activities and eligibility operations.
- Reviewed program performance indicators, contract services database and accounting system reports.
- Planed, directed and ensured proper implementation of all child welfare programs within the assigned geographic area.
- Implemented Federal budget, management, financial management, procurement, legislative, information, regulatory, or other processes.
- Identified client needs and engages with DCFS regional community specialists, community agencies and groups to develop resources that meet the needs of children and families.

Mental Health Professional
Center for Hope May 2017-Feburary 2020 (Part time 25 hrs/wkly)

- Conducted Individual and/or group counselling,Group Psycho-social Skills Training
- Participateed in quality improvement and staff training activities
- Implementation of the behavior management plan as directed by the LMHP in the home,

school, office, and/or other environments.

- Provision of parent education training both, individually and in groups.
- Assisted in the development of behavior management plans.
- Completed ongoing assessment of clients' needs.
- Linked clients to needed services and advocating for clients as needed
- Participated in clinical/staff meetings, and staff training's.
- Responsible for assisting in the development of reassessment forms and treatment plans for each client (reviewed and signed by a licensed mental health professional). A service log is written for every billable contact with the client and/or collateral.
- Responsible maintaining a caseload not to exceed 15 clients, the average being 10 clients for full time mental health professionals.
- Responsible for assisting with ISRPs, implementing the treatment plan and monitoring the progress of each assigned client.
- Conducted or participate in case reviews and/or case staffing as required.
- Maintained up to date client records and complete all service logs in a legible, timely and accurate manner.
- Responsible for reviewing all client records on caseload to include reading the assessment, ISRP, psychiatrist notes/evaluation and all other pertinent clinical information

Family Advocate

(40 Hrs/wkly)

Total Community Action
August 2018 - August 2019 (Fulltime)

- Assisted parents/guardians with identifying their individual and family strengths and needs.
- Assisted families with developing family serviceplans.
- Linked families to needed communityresources.
- Assessed and evaluate family success in reaching their goals (outcomes).
- Coordinated services when families are connected with more than one service.
- Followed up with families to assess goal attainment or to adjust/adapt goals, as Necessitates.
- Assisted with ensuring ERSEA compliance.
- Processed all transfers and terminations ensuring appropriate documentation is completed.
- Maintained family files ensuring all required documents are obtained and all signatures documented.
- Enter edchild and family data into ChildPlus timely and accurately • Ensures accuracy of data and ensures data is entered timely.
- Analyzed and reports on data, as required • Establishes collaborative relationships with community organizations.
- Verified eligibility for the program by collecting, reviewing and maintaining required documents.
- Monitored enrollment and attendance.
- Provided support to center staff and work collaboratively for the well-being of the children and families served.
- Conduct parent education and other trainings for parents/guardians.
- Participated in child staffing, staff meetings and trainings.

Foster Care Cedhild Welfare Specialist
Department of Children and Family Services
April 2016 to August 2018 (Fulltime)
(40 Hrs/wkly)

Participated in faculty-led multi-faceted internship programs in local Department of Children and Family Services and work with families and children through:

• Child Protective Services, Family Preservation, Foster Care, Kinship Care,Adoption Programs in public child welfare settings.
• Responsible to conduct field visits to perform investigations on allegations of child abuse or neglect
• Handled interviews of family members and other childcare professionals to assess child safety
• Performed assessment of the risk of future abuse or neglect of children in the household
• Coordinate with staff, family members and service providers to evaluate safety interventions to reduce risks for children.

Education

M.S.W.
Southern University at New Orleans
May 2018

B.S.W.
Southern University at New Orleans
May 2017

D.S.W.
Simmons University
August 2023
L.C.S.W- LA 14386

Skills

- Drug and Addiction Trained
- Crisis Intervention
- Case management (2 years)
- Data entry (6 years)
- Microsoft office (10+ years)
- Ms office (10+ years)
- Counseling (4 years)
- Therapy (5 years)
- Documentation (5 years)
- Management

- Behavioral Therapy
- Child Protective Services
- Group Therapy
- Individual / Group Counselling

Additional Information

- 2 years of extensive experience providing services through child welfare social work.
- Extensive knowledge of family violence treatment and child sexual abuse assessments and therapeutic interventions.
- Very effective communication skills (both written and spoken).
- Excellent ability to work independently and as a team.
- Maintain high level of professionalism and ensure confidentiality.
- Treat clients, staff, volunteers, and all staff with dignity and respect.
- Mature and special ability to handleresponsibility.
- Special organization skills, goal-oriented, proactive, excellent at reporting, and tremendously persistent.

References

1) Darius Raymond, LMSW- Former DCFS Supervisor
[redacted]

2) Delisha Wilson BA-Former Supervisor TCA (Total Community Action)
[redacted]

3) Jasmin Jones, LMSW
[redacted]