
Community Outreach Worker Resume

Job Objective

Looking for a steady position as Community Outreach Worker with reliable company in which to make good use of the special skills and talents I've acquired throughout the years

Highlights of Qualifications:

- Vast experience in managing all social service and programs
 - Deep knowledge of HIV treatments and prevention of disease
 - Wide knowledge of family planning and reproductive health
 - Ability to provide home visits when necessary
 - Ability to develop and distribute information materials concerning addiction and related issues
 - Ability to write reports and maintain records
 - Ability to communicate both in person and by telephone
 - Ability to maintain good relations with health care provider and social service agencies
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Professional Experience:

Community Outreach Worker
Leukemia & Lymphoma Society, Madison, WI
February 2005 – Present

- Conducted crisis intervention by providing individual counseling and recommending alternate health services.
- Analyzed client need by performing assessment for individual.
- Established good communication with neighborhood groups and resolved all issues.
- Developed and distributed informational literature.
- Evaluated all education material for community to ensure effectiveness.

Community Outreach Worker
UnitedHealth Group, Madison, WI
August 2000 – January 2005

- Facilitated contacts with newly diagnosed HIV patients and provided necessary assistance.
 - Determined good relationships with patients and reminded each of all appointments.
 - Assisted patients with first visits to New Patient Orientation Centre.
 - Coordinated with patients and ensured understanding of case management and treatment plans.
 - Managed transportation for all patients.
 - Monitored all database and updated it accordingly.
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Education:

Bachelor's Degree in Human Services
Georgia Gwinnett College, Lawrenceville, GA

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