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## Family Liaison Officer Resume

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### Job Objective

Seeking employment as a Family Liaison Officer in a position with an established organization.

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### Highlights of Qualifications:

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- Solid knowledge of working with pupils and parents
  - Familiar with relevant policies, codes of practice and legislation
  - Highly skilled to recognize and understand reasons for non-attendance at school
  - Excellent communication and problem solving skills
  - Ability to communicate with children and adults
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### Professional Experience:

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Family Liaison Officer  
APS Healthcare, Detroit, MI  
August 2005 – Present

- Supported children with social, emotional and behavioral problems.
- Worked with the parents, pupils and school staff to correct children with problems
- Conducted pupil's case study in school to understand behavioral, emotional and health difficulties.
- Identified additional skills to enable a more appropriate approach to the learning process.
- Provided information and referral support to parents regarding local services available for guidance services.
- Provided counseling and educational support to pupils with learning difficulties.

Family Liaison Officer  
WVU Healthcare, Detroit, MI  
May 2000 – July 2005

- Associated with parents, school, and pupils to identify reasons for non-attendance
  - Worked closely with EWOs and school attendance officers to ensure full attendance.
  - Carried out home visits to encourage parents to achieve their children's full and regular attendance.
  - Worked closely with social care, health and education staff to ensure regular attendance of pupils.
  - Researched on emotional and behavioral issues of each child in the school and provided necessary feedback.
  - Provided support to school staff to deal with pupils with emotional and behavioural support
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### Education:

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Bachelor's Degree in Psychology  
Waynesburg University, Waynesburg, PA

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