

Ricardo Carlson

54321 Falls Court, Spokane, Washington 99208
509.555.1234 rcarlson99@my.whitworth.edu

*".. In the end, it's not the years in your life that count. It's the life in your years."
Abraham Lincoln, President*

Key Qualifications

- Caring counselor with five years experience in crisis counseling.
- Advocate for student success.
- Familiar with available community resources to provide assistance for the diverse needs of all students.
- Experienced in use of the Internet, PowerSchool system and educational software.
- Familiar with administering/interpreting MAP/HSPE, AP testing and other assessments.
- Dedicated to collaborating with parents, faculty and staff to support a student's learning, social growth and personal goals.

Education and Certification

Master of Education, School Counseling

Whitworth University, Spokane, Washington, July 2015

Bachelor of Arts, Clinical Psychology

Eastern Washington University, Cheney, Washington, June 2005

Residency Educational Staff Associate Certificate,

State of Washington, July 2015

Endorsement: School Counselor

Assessments: Counselor Preparation Comprehensive Examination (CPCE), April 2015; National Counselor Examination (NCE), May 2015

Professional Experience

School Counseling Practicum & Internship

Ferris High School, Spokane Public Schools, Spokane, Washington, February 2014 to June 2015

- Identified at-risk students and developed a plan for utilizing available resources, both district and community, to help students meet post-high school goals
- Developed an in-service for staff and faculty on the use of e-folio student program
- Planned and presented to parents at freshman orientation what counseling services are available for career planning.
- Coordinated assessment data to help in strategic decision making to improve student achievement for academic and social needs of all students, particularly at-risk students
- Provided crisis intervention and classroom guidance presentations, facilitate small group sessions, attend multidisciplinary team meetings, and assist student with career planning and scheduling using Skyward
- Created and updated counseling forms to improve service to students

Professional Membership

Washington State Counselor Association (WSCA) Member, November 2005 – Present

American School Counselor Association (ASCA) Member, February 2011 – Present

Employment

Counselor, Sacred Heart Medical Center, Spokane, Washington,
July 2011 to January 2014

- Psychiatric Center for Children and Adolescents (PCCA), ages 9-12
- B.E.S.T. program, ages 5-12

AVID Coordinator, Spokane Elementary School Association, Spokane, Washington
May 2009 - June 2012

- Support the program administrator to liaise with school officials, education board members, trainers, students in developing and implementing AVID program
- Develop AVID strategies and execution plans in accordance with the pre - determined goals and targets
- Prepare training materials, coach the trainers on teaching methods and arrange resources necessary to conduct AVID programs
- Liaise with the education board members to upgrade the teaching standards

United States Navy Navigator – USS Frank Cable (AS 40), Guam – July 2005 – April 2009

Led a team of 12 sailors in the daily navigation, signaling and operations of a forward deployed ship. Safely guided the ship over 23,000 nautical miles and through two of the toughest ports in the Pacific.

- Ranked as top junior officer, #1 of 11
- Transformed the previously underperforming piloting party into a team of professional experts

Volunteer Experience

Assistant Coach, junior varsity basketball, Ferris High School, November 2014 – March 2015

Assistant Coach, track, Ferris High School, February - May 2014 and 2015

Youth Group Leader, local church, middle school students, September 2011 to present

References

Mary Counselor

Intern Supervisor Counselor

Ferris High School

3020 East 37th Avenue

Spokane, WA 99223

509.354.3105 (W)

maryt@sps.org

Ronald Principal

Principal

Ferris High School

3020 East 37th Avenue

Spokane, WA 99223

509.354.3100 (W)

ronp@sps.org

Steve Supervisor

Crisis Center Administrator

Sacred Heart Medical Center

101 West 8th Avenue

Spokane, WA 99204

509.474.4000 (W)

stevea@shmc.org