

# Melanie A. Phillips, LMSW

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*A passionate school social worker with experience in mental health counseling, program development, and facilitating professional development workshops. Dedicated to empowering and advocating for children and families while utilizing creative means to meet each student's unique needs.*

## EDUCATION

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***The University of Texas at Austin • Austin, TX*** ***May, 2015***  
Master of Science in Social Work, Clinical Concentration

***Michigan State University • East Lansing, MI*** ***May, 2009***  
Bachelor of Arts, Sociology and Anthropology

## LICENSURE

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***LMSW*** ***Current***

***LCSW*** ***August 1<sup>st</sup>, 2018***

## EXPERIENCE

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***Contract Therapist, Brittani Persha Counseling • Houston, TX*** ***May 2018-present***

- Provide therapeutic services to children, teens, adults, and families on evenings and weekends
- Specialize in the treatment of PTSD and trauma, ADHD, behavioral issues, and coping with major life changes
- Develop and promote website content focused on children's neurobiological development and parenting tools

***Wellness Counselor, Communities In Schools • Houston, TX*** ***Aug. 2018-present***  
***Memorial High School, Spring Branch ISD***

- Provide group and individual mental health and wellness counseling intervention to students and families
- Partner with community agencies to develop programs to enhance on-campus mental health services
- Develop and implement campus-wide mental health campaigns to address and prevent issues relevant to teens

***Workshop Facilitator, Communities In Schools • Houston, TX*** ***Nov. 2016-present***

- Research and develop curricula on topics including trauma-informed classrooms, mindfulness, and poverty
- Facilitate professional development presentations for teachers and other professionals serving youth in Houston
- Facilitate workshops at professional conferences including TNOYS and School Behavioral Health

***Project Manager, Communities In Schools • Houston, TX*** ***Aug. 2015-Aug. 2018***  
***Youens Elementary, Alief ISD***

- Assessed clients and implemented services including family engagement, academic support, and enrichment
- Assessed community needs and developed programs and partnerships to reach every student
- Provided case management services to sixty students, monitoring academics, attendance, and behavior
- Conducted individual and group counseling sessions with students in need of behavioral health support
- Provided field instruction and supervision to a graduate-level social work intern from the University of Houston

***MSSW Intern, Communities In Schools • Houston, TX*** ***Jan. 2015 -May 2015***  
***Jefferson Davis High School, HISD***

- Assessed clients and implemented college and career readiness activities, academic support, and social services
- Provided case management services to students, monitoring academic performance, attendance, and behavior
- Conducted individual and group counseling sessions with students targeted as in need of mental health support

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***MSSW Intern, The Settlement Home for Children • Austin, TX*** ***Aug. 2013 - May 2013***

- Conducted individual therapy sessions with a caseload of eight adolescent girls living in an on-campus group home
- Assessed client systems, planned and implemented interventions that recognized client needs and strengths
- Developed and facilitated a life skills group curriculum for a group of eight clients transitioning into adulthood
- Conducted home visits and foster family training sessions with the Foster and Adoption Program

***Equine Therapist Assistant, Panther Creek (volunteer) • Houston, TX*** ***May, 2014 - Sep. 2014***

- Assisted lead instructors in equine-assisted therapy sessions for children with physical and cognitive disabilities
- Provided emotional support to clients and ensured their safety during each therapy session

***ESL Instructor, Literacy Advance (volunteer) • Houston, TX*** ***Sep. 2012 - Aug. 2013***

- Designed differentiated curriculum to ensure language adoption of students with varying levels of fluency
- Created lesson plans with content and activities to advance English fluency appropriate for adult learners

***Office Assistant, Coastal Conservation Association • Houston, TX*** ***Sep. 2009 - Aug. 2013***

- Managed all office communications including directing calls and emails and responding to customer inquiries
- Prepared for national and state board meetings by organizing documents and coordinating catering
- Made all deposits for organization and developed a system for organizing and preparing 1099 documents

***HR Supervisor, Michigan State University • East Lansing, MI*** ***Apr. 2007 - May 2009***

- Trained campus employees according to the Occupational Safety and Health Administration's guidelines
- Supervised two employees in managing payroll information and adhering to department protocol
- Managed the onboarding of new employees, including completing paperwork and initial orientation

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## **SKILLS & ABILITIES**

- Spanish language proficiency
- Public speaking and workshop facilitation
- Individual, group, and family counseling
- Assessment and diagnosis utilizing the DSM 5
- Treatment approaches including CBT, mindfulness, play therapy, sand tray therapy, and crisis intervention
- Case management
- Field instruction

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## **CERTIFICATIONS**

- Youth Mental Health First Aid
- Children's Yoga Instruction

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## **ACCOMPLISHMENTS**

- Drafted child welfare bill SB125 2015 which was filed, passed, and signed by the Texas governor
- Developed a life skills group curriculum for adolescents in residential treatment
- Developed an equine-assisted psychotherapy group curriculum for adolescents with substance use disorders
- Developed professional workshops on topics including mindfulness, poverty, and trauma-informed classrooms

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## **HONORS & AFFILIATIONS**

- Member, Eta Tau Chapter of the Phi Alpha Honor Society
- Member, Alpha Kappa Delta Honor Society
- Member, National Association of Social Workers
- Awarded the Victor and Myra Ravel Scholarship in Children's Rights