

Belinda Wilson

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SUMMARY: Community College instructor with qualifications to teach both government and sociology. Professional experience in social work and publishing and in both for-profit and non-profit sectors in the areas of mental health, aging, home health care, poverty issues, child abuse and neglect, survey research, writing and editing.

PROFESSIONAL EXPERIENCE

Fall 2011 to present:

Houston Community College, Houston, TX: *Adjunct Instructor, Government.*

Courses: American National Government; State and Local Government

12/02 to 5/07; 11/08 to 9/10:

Links East, Cleveland Heights, OH: *Executive Director*

Direct all activities and perform all supervisory functions for consumer-operated drop-in center serving persons with severe mental illness and funded by the Alcohol, Drug Addiction and Mental Health Services Board (ADAMHS) of Cuyahoga County, OH.

- **Train and supervise** a staff of 10-12 Peer Support Specialists all of whom are mental health consumers.
- With input from Links East staff and members, **develop programming** to meet the needs and preferences of the membership
- **Facilitated support groups** and Job Club.
- Maintain facility for compliance for certification with the Ohio Department Mental Health.
- Prepare quarterly monitoring reports for submission to ADAMHS Board..
- **Supervise production of quarterly newsletter and other marketing materials** developed to increase agency's visibility among referral sources within the mental health community.
- Develop agenda and provide other planning as needed for Links East Board of Trustees semi-monthly meetings and annual meeting.
- **Prepared grant proposal** for FY2011 funding according to ADAMHS Board RFP guidelines. This was a first-time process for all ADAMHS Board non-Medicaid agencies; Links East was awarded funding based on this grant proposal.

5/07 to 5/08:

Western Reserve Area on Aging, PASSPORT Program, Cleveland, OH: *Assessor*

Conducted in-home assessments in five-county area of Northeast Ohio for individuals age 60 and over to qualify them for Ohio Medicaid-funded home-health care.

- Utilized software template to **conduct assessments** of clients' medical and psycho-social status, financial resources, and ability to perform activities of daily living.
- **Prepared case summaries** for use by case managers.
- Completed documentation to meet state Medicaid requirements.
- **Referred clients to appropriate community resources.**

3/92 to 12/97:

Cleveland Housing Network: Family Development Program, Cleveland, OH, *Family Development Specialist*

Using family systems model, **provided intensive, home-based, long-term, case management services** to assist heads of household in moving from public assistance to employment:

- **Conducted assessments** to identify clients' strengths and needs in the areas of **education, vocational training, childcare, parenting, mental health, chemical dependency, and domestic violence.**
- Assisted clients in goal-setting for the purpose of achieving self-sufficiency and optimum family functioning.
- **Assisted college-bound clients** with application and financial aid process and course selection for **community college enrollment.**
- Provided referrals for clients to community resources in order to remove barriers to maintaining employment and leaving public assistance.
- **Provided case management services** to assist clients with maintaining family stability, and job retention.

12/90 to 6/91

Cuyahoga County Department of Human Services, Cleveland, OH, *Social Worker - Intake*
Investigated reports of child abuse and neglect coming into the agency via the County's 696-KIDS hotline.

- Interviewed children and adolescents, their parents and other family members, and collateral sources in order to make an assessment of the presenting problem and factors affecting the family's level of functioning.
- Made referrals to community agencies for needed services.
- Consulted with supervisor regarding which cases should be transferred to ongoing unit for continued services.

11/82 to 1/89

Edgell Communications, Inc. (formerly Harcourt Brace Jovanovich, Inc.), Cleveland, OH
Director of Survey Research, Healthcare Publications

Conducted demographic and opinion surveys for five nationally circulated professional publications. **Designed questionnaires, analyzed data, wrote research reports for publication.** Data cited in *The Wall Street Journal, USA Today, Working Woman* and various other newspapers and periodicals.

Editor, Dental Management

Supervised all editorial work for national practice management magazine, circulation, 103,000.

Independent readership audits conducted in 1984 and 1986 ranked Dental Management as the best read publication among the nine national publications in its field.

EDUCATION

Twenty-eight semester hours graduate course work in sociology, Cleveland State University, Cleveland, OH

M.A. Political Science, Baylor University, Waco, TX

B.A. Social Work, Cleveland State University

B.A. Political Science, Baylor University

PROFESSIONAL LICENSURE

Licensed Baccalaureate Social Worker (LBSW); License #55455, Texas State Board of Social Work Examiners

