

Alyson Poirier
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Columbus, Ohio 43224
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Professional Objective:

Managerial position providing support to both internal and external customers while upholding the organizations vision and mission.

Summary of Qualifications:

- Management and training achievements in the Social Services, Corrections, Ohio Civil Rights and Private sector.
- B.S. in Criminal Justice, Michigan State University, East Lansing, Michigan (1989).
- Masters in Human Resource Management, Kennedy Western University (To be completed November 2005).
- Graduate work in Drug and Alcohol Awareness, The Ohio State University, Columbus, Ohio.
- Certified Mediator through Conflict Management Services.
- Full working knowledge of the Ohio Civil Rights Law 4112.
- Seven years experience working with Refugee and Immigrant populations in Columbus.

Professional Experience:

- **Capital Crossroads' Special Improvement District:**
Developed and implemented a program responding to the concerns of business and property owners downtown. Identified local issues and trends surrounding homeless and their service provider community. Educating property owners, built positive working relationships with the downtown community and creating good neighbor agreements. Trained internal and external customers and developed an Outreach Specialist Procedure manual (2003'-current).
- **Ohio Civil Rights Commission:**
Responsible for determining prima facie cases of discrimination. Conducted investigations into alleged discriminatory acts as well as settling cases of alleged discrimination between Charging Parties and Respondents. Trained community organizations on the Ohio Revised Code 4112 (2002'-2003').
- **Central Ohio Area Agency on Aging:**
Responsible for assessing the social environments of assigned clients and developing a plan of care that met the client's needs. Made appropriate arrangements through formal and informal service providers. Worked directly with the Elder Refugee populations and community agencies. Provided cultural training and seminars to diverse community groups and service organizations (1997'- 2002').

- **Franklin County Department of Human Services:**
Responsible for investigating alleged abuse, neglect and exploitation with individuals over the age of sixty. Collaborated with families, attorneys and probate court to arrange services. Accountable for monitoring an ongoing caseload in the community (1996'-1997').
- **Columbus Area Mental Health:**
Responsible for providing case management services to consumers being released from the Psychiatric hospital. Significant time spent developing treatment plans, providing counseling, working with authorities, the ADAMH board and Metropolitan housing (1994'- 1996').
- **Family Times:**
Responsible for the administration of two group homes regulated by the State of Ohio. Performed administrative tasks, in-take procedures and developed treatment modalities. Functioned as the liaison between families and the authorities. Total hiring, firing, training and supervisory accountability of staff (1991'- 1994').
- **Directions for Youth:**
Provided guidance and leadership to home-based adolescents with social and behavioral problems. Managed a client caseload placing an emphasis on life skills and adjustment techniques (1990'- 1991').
- **United Methodist Children's Home:**
Responsible for administration of case work in a correctional environment accommodating up to 80 clients. Worked closely with cottage teams to implement successful treatment plans. Gathered and compiled statistical information regarding program impact. Promoted to Youth Leader (1989'- 1990').

Interest:

International travel to Africa, Europe, West Indies, Caribbean, Micronesia, Taiwan and Spain. Run a private not for profit organization that services Refugees, Immigrants and the community at large. Have a catering company "Food For Thought".