**DAVID MITCHELL JACOBS SCHWARTZ**
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## SOCIAL WORKER AND EMERGING CAREER COUNSELOR

**Objective:** Learn and apply career counseling skills, especially supporting the underserved autistic population of which I am a member. Remote work is of special interest.

**Summary of Skills**

- Advocacy
- Case Management
- Resource Acquisition
- Career Inventories
- Life Skills Coaching
- Probing Questions
- Transdisciplinary team experience
- Active and Patient Listening
- Interviewing and Assessment
- Learns and imparts job skills while encouraging others' self-advocacy
- Interviewing and Assessment

## Professional Experience

Ariel Clinical Services — Wheat Ridge, CO — 2015 - 2016
*Supportive Living Services Mentor*

- Coached clients with life skills, including locating and acquiring housing
- Meticulously monitored clients' behavior to ensure agency standards
- Trained in ABA principles and first aid to preserve clients' safety

IBM — Boulder, CO — 2014 - 2015
*Security and Risk ID Administrator*

- Ensured Secure ID Administration by adding and deleting users, resetting passwords, modifying role permissions to maintain company and partner security requirements

Professional Home Health Care — Boulder, CO — 2014
*Personal Care Provider*

- Cooked and performed housekeeping for home-bound individuals to retain their independent living status
- Shopped for groceries, retrieved prescriptions, and performed other errands for immobile clients
- Provided essential companionship to prevent loneliness

Uplifting Guitar, LLC — *Owner* — St. Louis, MO and Boulder, CO — 2011 - 2013
Nayday Enterprises, LLC — *Co-owner*

- Patiently taught guitar lessons to beginning students in home-based business
- Sold uplifting digital art online and at regional events to brighten home décor and enrich lives
- Negotiated vendor contracts to obtain raw goods, professional services, and transportation
- Interviewed and trained potential employees and volunteers to ensure adequate event security

Convergys — Hazelwood, MO — 2001- 2009
*Customer Service Representative II*

- Patiently coached customers and coworkers to overcome numerous software problems and thus ensure Internet connectivity
- Directed co-workers and customers through phone calls, focus groups and live chat to hasten technical problem resolution
- Assuaged customer concerns on complaint calls to minimize supervisors' burdens

StreamSearch.com — Clayton, MO — 1999 - 2000
*Link Verifier*

- Efficiently added multimedia links to company database to deliver premium website content in a team setting
- Annotated links with succinct description to increase user interest in site content

Brookstone Company Frontenac, MO 1988 - 1999
*Customer Service Representative II*

- Skillfully addressed questions and described features/benefits of specialty products in an upscale mall
- Efficiently handled returns and sales transactions to guarantee customer satisfaction
- Meticulously processed incoming and outgoing stock shipments and organized stockroom for maximum efficiency

Barnes Jewish Hospital St. Louis, MO 1995 - 1997
*Lay Chaplain*

- Assisted staff by supporting patients and families during overnight shifts.
- Provided emotional and spiritual support during trauma incidents in the ER
- Served in a trans-disciplinary capacity to facilitate quick recovery and discharge outcomes
- Liaison between patients and their clergy for a continuum of spiritual care

Division of Family Services St. Louis, MO 1992 - 1993
*Social Service Worker II*

- Assessed and treated child abuse and neglect to ensure children's safety
- Employed case management to provide clients with food, psychiatric treatment, and other resources
- Coached parents on alternatives to violent punishment and how to comply with court orders
- Meticulously completed relevant documentation and paperwork to ensure agency and client compliance with court judgements

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**Volunteer Experience**

Congregation Bonai Shalom Boulder, CO 2012 - 2018
Bais Abraham Congregation St. Louis, MO 2009 - 2012
*Volunteer*

- Arranged sacred objects and books for efficient use by congregants and prayer leaders
- Assisted in setting up, running, and cleaning up after events to reduce funds paid to janitorial staff
- Aided office staff and clergy to ensure that services and events ran smoothly and efficiently

BJC Hospice St. Louis, MO 2007 - 2009
*Hospice Volunteer*

- Provided emotional support to hospice patients in their homes, providing comfort as illness progressed
- Visited patients in skilled nursing facilities allowing respite time to families
- Transported patients to long term care facilities ensuring safe and dignified arrivals

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**Education**

Washington University St. Louis, MO
*Master of Social Work*
Concentration: Children and Youth Services
Specialization: Family Therapy

University of Missouri Kansas City, MO
*Bachelor of Arts in Judaic Studies*

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**Additional Education**

Udemy.com Lafayette, CO
*Web Development and Wordpress Certifications*

TechSkills and St. Louis Community College St. Louis, MO
*Comptia Network+ and A+*

St. Louis Cluster Accredited Clinical Pastoral Education, Inc. St. Louis, MO
*Four Units of Accredited Clinical Pastoral Education and 1600 hours of training*