Darrel Callender

**CAREER OBJECTIVE:**

To acquire an opportunity to develop and implement person centered planning programs, in order for others to make personal gains and leading them towards independence.

**PROFESSIONAL EXPERIENCE:**

**Well Life Network. Director Vocational Services**

3/21/16- Present

* Counsel Clients.
* Assist with vocational needs.
* Complete submissions for review by ACCES-VR.
* Update records.
* Meet with employers for updates and feedback.

**Skills Unlimited** October 2014-2016

**Employment Specialist**

 Complete daily and monthly billing statements.

 Communicate with employers and set up interviews.

 Prepare Monthly Reviews, Goal Plans to OPWDD, OMH and ACCES-VR for review.

 Advocate for Clients and Mediate with employers for performance and scheduling issues.

 Schedule meetings with various clients to follow up on modifications to goal plans.

 Provide intensive Case Management at the initial acceptance to OMH or OPWDD programs.

**Job Developer/Employment Specialist**

**Independent Support Services**

August 2014-Present

 Prescreen, skilled Job applicants.

 Ongoing follow-up services to ensure satisfied employers.

 Job Coaching, if required to help workers meet the requirements of the job.

 Consultation and assistance on reasonable accommodations.

 Provide transportation to and from the Job Site if needed.

 Travel train capable individuals to ensure prompt arrival to work.

 Advocate and Mediate for individuals that require additional supports**.**

**Head Injury Association** July 2013—August 2014

**Employment Program Manager**

 Responsible for managing Supported Employment and ACCES-VR programs.

 Complete and submit billing to providers for review.

 Review staff notes and audit for submission.

 Communicate with employers and set up interviews.

 Prepare Monthly Reviews, Goal Plans to OPWDD, DOH and ACCES-VR for review.

 Construct Corrective Actions Plans for agency support.

 Act as liaison between Service Coordination and Day Program

 Attend team meetings to express the improvements with individuals in the program.

 Review employment trends in the region to direct job developers.

**Head Injury Association Inc. December 2009- July 2013**

**Hauppauge, NY**

**Employment Specialist**

 Responsible for preparing Monthly Reviews, Individual Service Assessments, and Goal Plans for reporting periods, which are submitted to OPWDD, DOH and ACCES-VR for further review.

 Conduct initial assessments on all clients and develop a service plan for them.

 Responsible for setting goals and writing daily progress notes for six or more residential clients.

 Communicate with clients about their progress and objectives for successful employment.

 Assist with clients’ employment opportunities while promoting community integration.

 Assist clients with arranging support services and provide targeted interventions.

 Transport client to their employment or scheduled job interviews.

 Develop a skills assessment formula for employers to initiate upon hire of client with Traumatic Brain Injury.

 Help to develop Independent Living Skills to promote self-sufficiency.

**Long Island Head Injury Inc.**

**Hauppauge, NY**

**Independent Living Skills Trainer September 2006- October 2008 Advanced Strategies Program Unit Leader October 2005- September 2009**

 Provide one on one training to consumers with TBI based on an assessment of needs.

 Assess the skills and abilities of the consumer in managing their daily living activities including personal care, independent living skills, social and community recreation, medication and health care issues.

 Experience providing functionally based assessments

 Experience developing a comprehensive treatment plan

 Teach individuals with disabilities to be more functionally independent

 Vocational Training in a classroom and natural setting

 Create goal plans related to individual consumer’s needs

**Mary haven Center for Hope November 2002- January 2004**

**Port Jefferson, NY**

**Assistant Residential Manager**

 Oversaw operation of the residence in accordance with regulatory requirements, agency policy and quality control standards.

 Supervised a staff of eight, maintained appropriate records such as time and attendance, performance reviews, corrective actions and commendations.

 Monitor staff instructions and resident response to Individual Program Plan

**Pegalis and Erickson Law Firm January 2002 – September 2002**

**Paralegal**

 Duties included preparing documents to be filed in court motions, Judgments, Notice of Medical Malpractice, Client interviews and litigation reviews.

 Acted as liaison between the court and the firm while corresponding with Supervising Attorney.

 Responsibilities included preparation of court schedule and also acted as process server.

**EDUCATION:**

**WIP-C Benefits Training -2023**

**Suffolk Community College**

 Direct Service Professional Program (Certification 2010)

o Featured Courses: Health Concepts, Introduction to Psychology, Introduction to Developmental Disabilities, Community Residence Management, etc.

**TRAINING and CERTIFICATES**: Tace Center

 Job Coach I and II.

 Counseling Skills for Direct Service Providers.

**Stony Brook University School of Professional Development**

 Bachelor of Arts Degree Paralegal Studies 2001

**Office of Court Administration**

 Mediation Training Certification 2007