Lucy Tuttle

Mental Health Peer Advocate/Recovery Coach

Copenhagen, NY 13626

lucyjotuttle@gmail.com

(315) 688 4849

Work Experience

**Recovery Center/Employment Services Coordinator**

Northern Regional Center for Independent Living - Lowville, NY

July 2020 – current

Oversee programs within Recovery Center through OMH

Oversee Employment Specialists, and Youth Transitions Advocate, and ACCES VR Referrals for both Utica and Syracuse divisions in Lewis and Jefferson Counties

Certifications received

* NYS CASE Tiers 1-4 – through ACCES VR
* Forensic Peer Specialist
* NYS certified Peer Specialist renewal
* Certified recovery Peer Advocate (CRPA) – provisional
* Mental Health First Aide
* Community Health worker (CHW)
* Lewis County Leadership Academy- Class of 2022-2023

**Mental Health Peer Advocate**

Northern Regional Center for Independent Living - Lowville, NY

October 2018 to July 2020

This entails working with consumers to aid in their issues.

Anger Management, Smart Recovery and Double Trouble are groups I Facilitate and/or co-facilitate.

Certifications received:

* NYS Certified Peer Specialist
* Recovery Coach
* Smart Recovery

**Paralegal Assistant**

Taconic and Bedford Hills Law Libraries - Bedford Hills, NY 2011 to 2012, 2003- 2005

* Assisted clients with filing criminal court appeals, family court motions, immigration and deportation issues, and other legal forms.

**Teacher's Aide**

Bedford Hills Vocational Program- Cosmetology - Bedford Hills, NY 2008 to 2012

* Assisted teaching cosmetology courses.
* Ordered and distributed classroom supplies and maintained tools and MSDS records.

**Cosmetologist/Hair Stylist**

Maintenance Barber, Bedford Hills Vocational Program - Bedford Hills, NY 2002 to 2008

* Provided hair and nail services in the salon.
* Ordered and distributed products, supplies, and tools.

**Food Service Worker**

Food Service Bedford Hills, NY 2002 to 2002

* Prepared and served food to approximately 400 people.
* Maintained industrial cleaning standards.

**Activities Aide/Kitchen Aide**

Sunset Nursing Home Boonville, NY 2000 to 2001

* Assisted Activities Director with activities for the residents.
* Provided food preparation and service to the residents.

**Medical Technologist**

Rome Memorial Hospital Rome, NY 1995 to 1996

* Performed laboratory testing on patient specimens in all areas of the lab.
* Reported results to the emergency department and doctors.

• Supervised the evening shift two days per week.

**Medical Laboratory Technician/Medical Technologist**,

St. Luke's Hospital/Centrex Laboratories Utica and New Hartford NY 1992 to 1995

* Collected and tested patient specimens.
* Reported results to doctors.

**Medical Laboratory Technician (MLT)**

Lewis County General Hospital - Lowville, NY 1991 to 1991

* Collected and tested patient specimens.
* Reported results to doctors.

**Home Health Care Aide**,

 Private - Castorland, NY1989 to 1991

* Provided personal care for wheelchair bound patient, including bathing, meal preparation and other household duties.

**Medical Laboratory Technician**

Samaritan Hospital Watertown Watertown NY 1988 to 1989

* Collected and tested patient specimens.
* Reported results to doctors.

**Medical Laboratory Technician**

Crouse Irving Memorial Hospital Syracuse, NY 1987 to 1988

* Collected and tested patient specimens.
* Reported results to doctors.

**Packager/Assembler**

Packaging Department, Kraft Foods, Inc - Lowville, NY 1985 to 1988

* Packed cream cheeses prepared on a variety of machines.
* Collected specimens of the cheeses for quality control testing.

**Medical Laboratory Technician Internship**

Packaging Department, Kraft Foods, Inc - Syracuse, NY 1986 to 1987

* Collected specimens and performed laboratory tests on patient specimens.
* Reported results to doctors.
* Performed routine maintenance on laboratory equipment.

**Microbiology Lab Assistant and Tutor**

Rochester Institute of Technology - Rochester, NY 1984 to 1987

* Prepared and stored bacterial specimens and related media for use in the classroom.
* Tutored six students.

**Languages**

* American Sign Language

**Education**

BA in Sociology

Hudson Link College Program - Ossining, NY 2014 to 2016

AAS in Sociology

Marymount Manhattan College - Bedford Hills, NY 2002 to 2016

Certificate

Cosmetology Bedford Hills Vocational Program - Bedford Hills, NY 2008

Certificate in Paralegal Law Clerk NYS D.O.L

New York University 2003 to 2004

Bachelor's in Equivalency

NYS Center for Health at Wadsworth 1993

AAS in Medical Technology

Rochester Institute of Technology - Rochester, NY 1983 to 1987

Skills:

* Teaching (9 years), Teacher Assistant, Teacher Aide
* Maintenance Barber(7 years)
* General Business (5 years), Microsoft Excel, PowerPoint, Microsoft Office
* Accounts Receivable(Less than 1 year),
* Credit (Less than 1 year)
* Law library research and form preparation
* Activity and event planning
* New team members training and supervision
* Teaching and tutoring
* General business procedures including: record keeping, payroll, accounts receivable and payable
* Organizing and maintaining MSDS records
* Ordering and distributing products and supplies
* Tool control and maintenance