

Contact HR Consultant for CV No: 2045268

E-mail: [response@gulfjobseekers.com](mailto:response@gulfjobseekers.com)

Website: <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php>

**Sara Hanna**

September 26, 1986: Married

American Citizen



**Executive Summary:**

Starting work at a very young age has enabled me to gain diversified experience, with specific emphasis on the needs and requirements of the educational field, and the mental health field. Combining both my education in the field of Psychology, and my experience in dealing with adolescents through my work in schools, has provided me with a balance that is relevant and unique. Understanding adolescents’ psyche, needs, and goals, and my expertise in identifying the best educational opportunities provides my students with prospects of a solid future. I feel very confident about coupling my abilities, skills, and experience, with my formal education, to pursue a career solely devoted to enhancing higher education and mental health for adolescents.

**Education:**

* Bachelor of Arts, Psychology, California State Polytechnic University, Pomona, CA, 2009
* Masters in Counseling Psychology, Argosy University, Costa Mesa, CA, 2012

|  |  |  |  |
| --- | --- | --- | --- |
| **Professional Experience:** | |  |  |
| **School Counselor/ Ethics Instructor** | | | Sep 2016-Present |
|  | | |  |
| **Responsibilities Include:** | | |  |
|  |  |  |  |

* Creating School-wide forms for the counseling department
* weekly lessons for each grade about ethical values and morals
* Aiding teachers in coping with the culture difference with students
* Giving classroom strategies with any behavioral issues within the classroom
* Helping children to express how they feel (Grade 1-5)
* Planning school-wide activities for awareness

|  |  |  |
| --- | --- | --- |
| **School Counselor/ University Counselor** | | Sept 2015- June 2016 |
| British Columbia Canadian International School, Cairo, Egypt | |  |
| **Responsibilities Include:** | |  |
|  |  |  |

* Listen to students’ concerns about academic, emotional and social problems.
* Help students process their problems and plan for future.
* Mediate conflict between students
* Improve parent/teacher relationships
* Assist with college applications, and scholarships
* Facilitate prevention programs
* Organize peer counseling
* Refer students to psychologists and other mental health resources
* Work with teachers on classroom management

|  |  |  |
| --- | --- | --- |
| **Senior School Counselor/ High School University Counselor** | | Sept 2014- August 2015 |
| Oasis International School, Zahraa El Maadi, Cairo, Egypt | |  |
| **Responsibilities Include:** | |  |
|  |  |  |

* Counseling and coaching students through various methods toperform their best academically
* Disseminating of scholarship information, and supplying school to career guidance, for the preparation of students for higher education and career options
* Interpreting standardized test scores, and developing guidance curriculum accordingly
* Counseling students for personal issues
* Supplying admission requirements for colleges and training programs, and otherwise helping students with graduation preparedness
* Planning and executing career fairs and volunteer internships
* Performing marketing activities, event planning activities, orientation sessions, and facilitating conferences
* Maintaining a strong working relationship with international universities to create scholarship, and off shore opportunities for the students

|  |  |  |
| --- | --- | --- |
| **Training Coordinator/ Child & Adolescent Counselor** | | December 2013-August 2014 |
| Psychealth: Psychological Health Clinic, El Maadi, Cairo, Egypt | |  |
| **Responsibilities Include:** | |  |
|  |  |  |

* Coordinating the full counseling and psychotherapy educational training program
* Handling all student advisory affairs
* Performing individual Counseling sessions, for general adult health, and teens and adolescents
* Delivering the educational training program’s through hands on application and classroom tutoring
* Performing other administrative duties, including database maintenance, recruitment and selection of potential program instructors, and public relations activities, as needed

**Middle & High School Counselor/ Child Protection Officer/ High School Psychology Teacher**

Abu Dhabi Private International School August 2012- December 2013

**Responsibilities Include:**

* Observing the children/teens in their classrooms to monitor behavior
* Counseling adolescents starting from grade 5 till grade 12
* Performing crisis intervention when needed
* Running support social skills groups
* overseeing the child protection program school-wide.

|  |  |  |
| --- | --- | --- |
| **Social Work Assistant/ Counselor** | | Feb, 2010- June, 2010 |
| La Casa Rehabilitation Hospital, Long Beach, CA | |  |
| **Responsibilities Included:** | |  |
|  |  |  |

* Assisting with implementation of the patients’ treatment plans
* Advocating on behalf of the patient for the purpose of creating, obtaining, or brokering required patient resources
* Preparing and maintaining the monthly patients’ status reports
* Providing and coordinating family visits/clinical passes and therapy as needed

**2**

* Developing various communication plans to address patients’ educational needs, enhance motor skills, and diagnosed disorders
* Organizing and coordinating discharge/aftercare planning and referrals

|  |  |  |
| --- | --- | --- |
| **After school coach** | | Sept, 2009- Feb, 2010 |
| CampFire USA, Orange, CA | |  |
| **Responsibilities included:** | |  |
|  |  |  |

* Managing and coordinating the activities of the young youth after school program
* Developing a schedule of activities for physical, intellectual, academic advancement
* Supervising the monthly recreational activities for four groups of youth; while maintaining the flow of the calendar of activities

|  |  |  |
| --- | --- | --- |
| **Director’s Assistant** | | June, 2008 – Aug., 2008 |
| South Coast Children’s’ Society, Santa Anna, CA | |  |
| **Responsibilities included:** | |  |
|  |  |  |

* Assisting the director in the operations of certain programs in the Santa Anna office
* Transcribing therapist’s notes from Group Home sessions
* Logging therapists’ hours, completing and organizing client and patient charts
* Performing basic clerical duties including data entry, and creating a system for organizing patient charts and program progress

|  |  |  |
| --- | --- | --- |
| **Mental Health Intern** | | June, 2008 – Aug, 2008 |
| South Coast Children’s’ Society Santa Anna, CA | |  |
| **Responsibilities included:** | |  |
|  |  |  |

* Accompanying life coaches and therapists on visits to adolescent and children’s’ group homes; visitation responsibilities include observing the different styles of therapy
* Aiding in promoting open conversation during group sessions and addressing areas of concern in adolescents and children’s’ group sessions

|  |  |  |
| --- | --- | --- |
| **Advantage Coach** | | Dec, 2006 – June, 2007 |
| Score Educational Center, Placentia, CA | |  |
| **Responsibilities included:** | |  |
|  |  |  |

* Tutoring and coaching children Pre-K-10th grade, to improve their math, reading and other academic skills
* Supporting full-time directors by providing outstanding service to current and prospective members, through excellent customer care service
* Assisting in the creation of a positive and supportive environment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **References:** | |  |  |  |
|  | Patricia Aleman, School Psychologist, Abu Dhabi International School | | | 971 (56) 229-7458 |
|  | Robert Long, Superintendent, BCCIS | |  | belong53@gmail.com |
|  | Kate Russell, Vice Principal, BCCIS | |  | k.russell@bccis.ca |
|  | Nicola Al Mazrouei, Deaupty Head, Ajyal International School | | nicola.almazrouei@ajyalfalah.sch.ae | |

**3**