OFFICE OF THE MAYOR

BOARDS AND COMMISSIONS APPLICATION

REGISTERED VOTER: (YES) _____ NO _____
PARTY AFFILIATION: Democrat
U.S. CITIZEN: (YES) _____ NO _____
NAME: Cynthia Spears
ADDRESS: 313 Huntington St
E-MAIL ADDRESS: spears06511@gmail.com
TELEPHONE: HOME: 203 776-9514 OFFICE: 203 530-3594
CELL: 203 710-9436
DATE OF BIRTH: 7/15/54
EMPLOYMENT: Clifford Beers

BOARD AND/OR COMMISSION OF INTEREST:
Homeless Advisory Board

PLEASE LIST THREE (3) CHOICES:

Aging Commission
Youth Commission
Affirmative Action Commission

I HEREBY ACKNOWLEDGE THE ABOVE TO BE TRUE

Cynthia Spears
SIGNATURE

12-2-2020
DATE

CYNTHIA SPEARS

373 Huntington Street
New Haven, CT 06511

203.710.9436
spears06511@yahoo.com

EXPERIENCE

Clifford Beers 2019-present

Care Coordinator

- Establish a rapport with family members, schools and providers
- Provide direct coordination in serving as an advocate, service worker, and liaison on behalf of the client and family
- Collaborate and participate in an interdisciplinary team related to client care.
- Regular participation in staff meetings, team meetings, case conferences,
- Facilitating and monitoring implementation of each Plan of Care developed by the family's team
- Engage families in the community resources and regularly conduct home visits
- Link multiple services, healthcare providers, and community resources to meet families' needs
- Process and determine appropriate eligibility of services
- Maintenance of accurate electronic clinical records

TEAM, Inc. 2013-2019

Child and Family Educator (MIECHV)

- Work with at risk parents and children on a weekly basis in the home to assist the parent in gaining an understanding of their child's growth and development.
- Conduct weekly activities through the Parents As Teachers (PAT) curriculum to promote child growth and development.
- Conduct assessment activities to confirm child is meeting developmental milestones.
- Conduct bi-annual stress and domestic violence assessments for parents and make referrals when appropriate.
- Provide case management services and assist the parent in setting up and attaining goals.
- Develop and maintain a collaborative relationship with community service providers

MIDDLESEX YMCA 2006-2011

Supervisor DCF Visits

- Monitored parent/child interaction during supervised visitation.
- Worked directly with child, family and DCF.
- Documented family engagement during supervised visits and submitted reports to DCF.
- Served as a Therapeutic Mentor for youth in DCF custody.
- Provided structured one-to-one strength-based support services

COORDINATING COUNCIL CHILDREN IN CRISIS 2005-2010

Senior Family Enrichment Worker

- Co-facilitator of a weekly parent support group.
- Served as a mentor and assisted with training new staff.
- Worked to prevent child abuse and neglect by providing in-home parent education, information, and support to at risk parents. Conducted an intake and assessments to determine appropriate services needed.
- Provided clients with case management services such as housing, medical services, financial assistance, job training and educational services.
- Maintained client progress notes and kept up to date file and contact information.

ANTHEM BLUE CROSS BLUE SHIELD, North Haven, CT

Medical Management Call Center Lead Analyst

- Acted as interim manager for Call Center
- Oversaw daily activities and operation of the Call Center.
- Implemented new department policies and procedures improving productivity and employee moral
- Prepared and maintained reports utilizing required software

Service/Sales Representative

- Licensed to sell health and life insurance in Connecticut
- Served as a link to Market Research Insured team replacement issues were coordinated and aligned with the National Association of Insurance Commissioners (NAIC) and the Connecticut Partnership guidelines.

Customer Service Representative

- Resolved internal and external customer inquiries in an effective and timely manner.
- Developed excellent written and oral communication skills. Exhibited an ability to work independently.

EDUCATION

Springfield College, Springfield, MA
BS, Human Services, 2001