

# DR. STEPHANIE LETT, LICSW, PIP

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## OBJECTIVE

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From a very young age, I have wanted to make myself useful to mankind and serve people in order to improve society. Thus, my profession is much more than a tool for me to earn a livelihood-it is my passion. I have a strong desire to make a positive difference in the lives of others.

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## QUALIFICATIONS

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LICSW with a strong background in Foster Parent Licensing, Adult and Child Protective Services, Foster Care Director, child welfare as direct practice experience; Excellent client evaluation skills and the ability to locate and promote appropriate community services for clients; Proven ability to quickly establish excellent working relationships with clients; Recognized by colleagues for creative problem-solving skills, and astute contributions to treatment team meetings, great multi-tasker, development of new programs, etc.

### Core competencies include:

✓ Child Development	✓ Behavior Management	✓ Response to Intervention
✓ Counseling	✓ Consultation	✓ Teaching
✓ Time Management	✓ Child Abuse/Neglect	✓ Management
✓ Effective Written and Oral Communication Skills	✓ Licensed Independent Clinical Social Worker (4256C)	✓ Ability to build rapport
	✓ PIP Certification(1496)	✓ DHR Adult Services
		✓ Treatment Plans
		✓ Medicaid Billing (BLS)

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## EDUCATION

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**PHD CLINICAL PASTORAL COUNSELING** (*August 2020*)  
Minnesota Graduate School of Theology

**MASTER OF SOCIAL WORK DEGREE** (*May 2012*)  
University of Alabama, Tuscaloosa

**BACHELOR OF ART DEGREE IN SOCIOLOGY** (*May2010*)  
University of Alabama, Birmingham

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## WORK HISTORY

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**L.O.L. Counseling and Consulting Services, LLC**  
**Chief Executive Officer**

Feb. 2019-Current

- Oversee management of agency (hiring, referrals, clinicians, budgeting, etc.)
- Maintain connections and positive relationships with referring agencies
- Lead group counseling in anger management, parenting skills, self-esteem and self-worth
- Provide individual, couples, and family counseling

**Holy Family Cristo Rey Catholic High School**  
**Licensed Social Worker**

Nov. 2018-Nov. 2019

- Counseling (group, individual, and/or family)
- Developing Staff In-service Trainings
- Developing alternative programs from truants, delinquents, etc.
- Assisting with conflict resolution and anger management
- Assisting in developing positive behavioral intervention strategies
- Providing Crisis Intervention
- Alleviating family stress to enable the student to function more effectively in school & community

**Licensed Social Worker (Independent Contractor)**  
**Children's Village**  
**Grace House Ministry**  
**Harris Home**

Jun. 2017- Current

- Training staff on treatment plan writing and Medicaid billing
- Writing Treatment Plans
- Assisting agencies prepare for Alabama Medicaid Audit

**Therapist**  
**Birmingham Family Counseling and Mediation Center**

Nov.2016-Aug.2017

- Provide in-home counseling to children and their family
- Develop and implement treatment plans
- Utilize intervention strategies to address therapeutic concerns

**Director of Foster Care**  
**Alabama Clinical Schools, Birmingham, AL**

Nov. 2014-May 2017

- Complete oversight of Foster Care programs and the foster care building.
- Responsible for supervising ongoing treatment planning and implementation of services for each child.
- Provides regular support and guidance to Case Workers, Licensing Specialist, Behavior Aides, and Teacher through supervisory meetings as appropriate.
- Oversees and supports Case Workers (or Therapists) as leaders of the treatment team and shares responsibility for team plans and decisions.
- Maintain budgeted census in both foster care programs.
- Manage schedules of staff to ensure programs meet required staffing ratios.
- Provides coordination and back-up to assure that 24-hour on-call crisis intervention services are available and delivered as needed to the foster parents, the children in care, and their families.
- Assists intake department with marketing and business development related to the Foster care Programs.
- Development, maintaining and reviewing of program policies and procedures as required.
- Provided counseling to Therapeutic Children and their families

**Senior Social Worker (Foster/Adoptive Parent Licensing)**

**The Department of Human Resources, Pell City, AL**

Nov. 2012- Nov. 2014

*(Student Intern from Jan.2012-April 2012)*

- Instruct GPS Meetings
- Conduct Semi-Annual and Annual home visits to foster parents
- Recruit Foster/Adoptive families
- Advocate for the needs of Foster/Adoptive families
- Conduct quarterly informational meetings
- Coordinating foster parent development

**Unit Manager**

**The Arc of Jefferson County, Birmingham, AL**

January 2011- January 2012

April 2012- November 2012

- Supervise training technicians
- Review monthly progress notes
  
- Coordinate habilitation plans
- Oversee clinical records, and ensuring they are completed in a timely fashion
- Assist adults with mental illnesses and/or other developmental disabilities and their families
- Coordinate team meetings
- Complete annual summaries

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**AWARDS**

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| ➤ <b>Phi Alpha Honors Society</b>   | ➤ <b>2008-2009 NPHC Delegate</b>       |
| ➤ <b>The Biltmore 2010 Honor's Edition of Who's Who Among Executives and Professional Women</b> | ➤ <b>2005-2006 National Deans List</b> |

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**COMMUNITY INVOLVEMENT**

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| ➤ <b>Project Reassurance</b>     | ➤ <b>Operation Big Book Bag</b>       |
| ➤ <b>2010 Into the Streets</b>   | ➤ <b>2008 Stop the Violence Rally</b> |
| ➤ <b>Breast Cancer Awareness</b> | ➤ <b>Feeding the Homeless</b>         |
| ➤ <b>HIV Aids Prevention</b>     | ➤ <b>Child Advocacy Center</b>        |

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**REFERENCES**

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| ✓ <b>Connie Bain</b> , Supervisor for the Department of Human Resources   | 205-812-2143 |
| ✓ <b>Clarissa McKinney</b> , Director for the Arc of Jefferson County     | 205-705-1800 |
| ✓ <b>Sharon McGinnis</b> , Jefferson County Department of Human Resources | 205-423-4516 |
| ✓ <b>Reverend Dr. Louis Jones</b> , Mt. Hebron Baptist Church             | 205-401-5704 |
| ✓ <b>Pastor James H. Jones Jr.</b> , Faith to Favor Worship Center        | 205-705-0886 |
| ✓ <b>Chad Harris</b> , Birmingham Family Counseling and Mediation Center  | 205-447-0585 |