

John L. Burke III M.A.

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Qualifications Summary

Dynamic, decisive Professional with demonstrated ability to use well-developed planning, analytical, and interpersonal skills to achieve a consistently high level of performance. Recognized for powerful communication and organizational skills; adept at handling high pressure situations in a professional and effective manner. Proven ability to work independently, complete simultaneous projects, and meet deadlines. Strong skills in a variety of areas, including:

- Career Counseling
- Pediatric /Adolescent / Adult Counseling
- Family / Marriage Counseling
- Organizational Development
- Employee Training / Technical Training
- Customer Service / Satisfaction
- Curriculum Development
- Program Development / Implementation
- Sales Management

Professional Experience

NEW LIGHT, INC., Shippenville, PA 2013 – Current
Clinical Director

- Wrote, trained, and provided technical assistance for behavior support plans for 11 individuals, resulting in 70% reduction in the overall “acting out behaviors.”
- Provides training for 300+ employees on providing effective relational skills in working with individuals with disabilities, reducing the need for behavior support for 15 of the 30 consumers served by New Light, Inc.
- Provided technical assistance to supervisors, administration, and company owner’s to reduce the “acting out behaviors” of all 30 consumers by 70%.
- Spearheaded initiative to create database to track consumer behaviors and provide detailed Functional Behavior Assessment of consumers to effectively determine the antecedents and function of consumer behavior with 98% accuracy rating.

SERVICE ACCESS & MANAGEMENT SERVICES (SAMS), Clarion, PA 2012 – 2014
Contracted Psychotherapist

- Managed a caseload of 35-45 clients.
- Provided counseling to adults, adolescents, and children utilizing a variety of techniques including, but not limited to: Eye Movement Desensitization Reprocessing (EMDR), Rational Emotive Therapy, Cognitive Behavior Therapy, Trauma-Focused Cognitive Behavior Therapy, and Dialectical Behavior Therapy.
- Provided individual and couples counseling.

VENANGO COUNTY HUMAN SERVICES, Franklin, PA 2009 – 2013
Director – Multidimensional Treatment Foster Care (MTFC)

- Took a program at risk of closing, turned it around, and was able to achieve certification from the Oregon
- Social Learning Center, program creator.
- Instrumental in the designing of statewide MTFC database.
- Influential in revising the Pennsylvania State's training for Children and Youth Services, a training that would service the 67 counties in Pennsylvania.
- Member of task force charged to study the sustainability of Evidence Based Programs in Pennsylvania
- Oversaw each placement, finalized individual treatment plans for program youth upon discussion with program staff and foster parents, monitors progress on each case, and amended treatment plans.
- Maintained a 85% successful graduation rate of youth going through the MTFC program.

ABRAXAS YOUTH AND FAMILY SERVICES, Erie, PA 2007 – 2009
Training Manager (September 2007 - Present)

- Developed curriculum and provided training to all staff, including new hires.
- Chairman of Incident Report Review Committee. As chairman, was responsible for a 75% reduction in incidents
- Chairman of Human Resources Committee and was instrumental for increasing retention rate by 50%.
- Member of the Performance Improvement Committee responsible for increasing the staff effectiveness in interacting with consumers by 75%.
- Erie Operations Recruiter. Successfully recruited over 30 candidates.

ASSOCIATES IN COUNSELING AND CHILD GUIDANCE, Meadville, PA 2005 – 2007
Mobile Therapist / Psychotherapist

- Provided counseling to adults, pediatrics, and adolescents with various symptoms.
- Provided monthly training to newly hired staff and parents.
- Supervised therapists providing "Social Skills" to the emotional support classrooms in Crawford Central School District.

CENTER PARTNERS, Fort Collins, CO 2004 – 2005
Team Leader / Supervisor – Sales

- Responsible for a 20% increase in overall sales.
- Provided sales training for 200+ employees.

THE IMPACT GROUP, St. Louis, Missouri 2000 – 2003
Career Consultant

- Consultant on projects, including outplacement and career transition.
- Successfully provided, with a 70% success rate, career coaching to high profile executive job seekers.
- Developed online web seminars on career management, including using online career resources, interviewing, salary negotiation, and networking.
- Created and conducted seminars and individual training on career management, including resumes, interviewing, salary negotiation, and networking.

- Chairman of the technical committee instrumental in redesigning the database system used by Career / Family Consultants.
- Functioned as technical trainer for multiple departments; developed computer based training manual for use department- and company-wide.
- Co-authored proposal to add value to personal client-use web site by implementing tools for simpler navigation and adding options for clients to more easily obtain relevant, personalized information.

Certifications

CPR / First Aid (recertified 2015); Eye Movement Desensitization Reprocessing (EMDR), 2013; Trauma-Focused Cognitive Behavior Therapy, 2012; Dialectical Behavior Therapy, 2010; Suicide Training and Prevention Trainer, 2008; Cognitive Behavior Therapy, 2006; Human Resources Management, 1999

Publications

- Successful Job Search Requires Preparation, Northern Colorado Business Report, February 2004
- Networking When You're A Job-Seeking Introvert, CollegeJournal.com, June 2003

Education

- M.A., Psychology, Lindenwood University, St. Charles, MO
- B.A., Psychology, Minor in Sociology, Lindenwood College, St. Charles, MO