ELIZABETH J. HAMILTON

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Education:

UNIVERSITY OF MICHIGAN

Masters in Social Work, Interpersonal Practice *Ann Arbor, MI, December 2002*
- Hartford Fellow in Geriatrics
- Specialist in Aging Certificate

Masters in Public Health, **Health Behavior and Health Education** *Ann Arbor, MI, December 2002*
- Dean's Merit Scholar
- Emphasis on Program Planning and Evaluation

Bachelors in History with Honors *Ann Arbor, MI, May 1992*
Bachelors in Political Science with Honors

Graduate Field Placement Experience:

PREVENTION RESEARCH CENTER OF MICHIGAN *Ann Arbor, MI, Sept. 2002-Dec. 2002*
Graduate Research Assistant
- Completed an in-depth qualitative analysis of 12 interviews for the Youth Violence Prevention Center, including content coding and theme selection and wrote a narrative report based on the results.
- Conducted key informant interviews with 4 Prevention Research Center partners; prepared interview transcripts for analysis; conducted qualitative analysis; results used for November 2002 retreat and recompetition preparation.

VALLEY CARE COMMUNITY CONSORTIUM *Los Angeles, CA, May 2002 – Aug. 2002*
Program Coordinator/Public Health Intern
- Collaborated with a Santa Clarita Valley environmental justice community group to develop, design, implement and then evaluate a community health survey delivered to over 120 households in Spanish and English.
- Aided in the evaluation and revision of project goals, objectives and budgets for the Valleys United for Health partnership and completed 7 project deliverables.
- Coordinated from start to finish an emergency department capacity survey of 19 hospitals in Los Angeles County and generated a comprehensive report based on the survey, submitted to the Los Angeles Department of Health Services.

TURNER GERIATRIC CLINIC-UNIVERSITY OF MICHIGAN HOSPITAL *Ann Arbor, MI, May 2001-Dec. 2001*
Clinical Social Worker/Social Work Intern
- Conducted weekly new patient and family geriatric assessments as part of a multi-disciplinary team; made recommendations for follow-up care and counseling; referred clients to appropriate community agencies.
- Provided supportive and therapeutic counseling to homebound older adults and provided care management services for clients with complex needs; participated in on-going group therapy sessions.
- Developed and facilitated a six-week lecture series for older adults with hearing loss, focusing on social support and practical advice for the hearing impaired and their families.

LA SED SENIOR CENTER *Detroit, MI, Jan. 2001-April 2001*
Senior Center Program Assistant/Social Work Intern
- Revised the intake form and needs assessment process for at-risk elderly and participated in home assessments; provided feedback and recommendations to program staff on strengths and potential limitations of home assessment process.
- Coordinated health activities such as the development of a health fair for local residents and generated ideas for informational meetings of the Alzheimer's support group.

TURNER SENIOR RESOURCE CENTER AND BROWN AME CHAPEL *Ann Arbor, MI, Jan. 2001-April 2001*
Geriatric Outreach /Social Work Intern
- Conducted family needs assessments for the Silver Club, which provides activities for older adults with memory loss; worked with Silver Club program participants; developed and disseminated materials to publicize programs for older adults with memory loss and their families.
- Facilitated meetings for Brown Chapel's 'Family Circle,' which is a support group for memory loss caregivers.

QUALITY OF LIFE INTERVIEWING CENTER *Ann Arbor, MI, Sept. 2000-Dec. 2000*
Graduate Research Assistant
- Arranged and conducted hour-long telephone interviews for two separate research projects interested in assessing quality of life, one for older women with heart disease and the other for individuals with glaucoma; conducted literature reviews for the glaucoma project.

Work Experience:

UNITED WAY COMMUNITY SERVICES ***Detroit, MI, Jan. 2000 – Aug. 2000***

Program Specialist

- Managed the 'Volunteer Connect' program, which matches individuals with over 2000 volunteer opportunities in the Metropolitan Detroit area; developed the Volunteer Center's program for Web-based recruiting.
- Conducted evaluations of 6 volunteer programs; advised corporations and non-profits on volunteer management techniques and volunteer staff development.
- Coordinated activities between the Mayor's Office, 12 area nonprofits and 8 Detroit high schools to promote service-learning opportunities for local youth.

CARITAS JULI ***Puno, Peru, June 1998-Aug. 1999***

Health Education and Training Manager

- Co-managed USAID Title II food distribution program: supervised team of 6 health promoters, evaluated project for 1999 fiscal year, tracked food distribution and community usage, prepared and maintained administrative reports.
- Supervised nutritional rehabilitation of over 400 children in 22 community health posts; created an inter-active training component for mothers; organized, coordinated and evaluated integrated trainings for 172 rural health promoters.
- Revised and up-dated data collection methods; collected and analyzed statistics in 15 communities; re-evaluated program goals with Caritas team.

UNITED STATES PEACE CORPS ***Washington DC, Sept. 1996-June 1997***

Assistant Desk Officer

- Monitored and evaluated programmatic, training and administrative needs for 5 countries with more than 300 Peace Corps Volunteers; advised senior staff on all aspects of country programs and current developments.
- Drafted and edited project proposals, budget submissions and training requests.
- Served as the rural community development liaison to Peace Corps' training and education sector meetings; edited training manuals for the Africa and Asia Pacific Regions.

UNITED STATES PEACE CORPS ***Cameroon, Africa, Sept. 1993-Jan. 1996***

Maternal and Child Health Peace Corps Volunteer

- Managed and coordinated activities for the USAID-funded Project SESA: evaluated project and developed new program goals; piloted preventative health education component.
- Implemented a vaccination program encompassing 35 villages, which led to a 60% increase in vaccination coverage in 5 months; collaborated with UNICEF, Ministry of Health and local villagers to develop, fund and implement a system of 18 village-based health committees; model copied in 4 other health areas.
- Developed and supervised a comprehensive HIV/AIDS education campaign in 7 local middle and high schools based on a peer educator model.

SPOKANE LEGAL SERVICES CENTER ***Spokane, WA, August 1992-August 1993***

Community Outreach Project Coordinator

- Created and administered a comprehensive needs assessment, including 18 focus group meetings; interpreted and presented results to Board and staff, leading to changes in case acceptance criteria.
- Identified specific legal needs in 7 communities; worked with community leaders to analyze barriers to legal aid and organized 20 community legal clinics.

Additional Work Experience:

- **CASA DE ESPERANZA,** *Child and Family Aid/Maryknoll Associate, Cochabamba, Bolivia, Jan. 1998-May 1998*
- **ORGANIZATION FOR SECURITY AND COOPERATION IN EUROPE**, *Election Supervisor, Trebinje, RS, Bosnia, Sept. 1997 and Doboj, RS, Bosnia, Nov. 1997*
- **ALTERNATIVE INFORMATION NETWORK,** *Peace and Justice Advocate, Jerusalem, Israel, Feb. 1996-April 1996*

Other Skills:

COMPUTER:

- Microsoft Office: Proficient

LANGUAGES:

- Spanish: Very Good
- French: Good with Review