6132 Hyde Park
Romulus, MI 48174

Phone 734.641.4508
E-mail tiece78@yahoo.com

LaTiece M. Howard

Objective

Seeking a part-time position as a social worker

Education

2001 - 2002 University of Michigan Ann Arbor, MII
M.S.W.

- John A. Hartford Fellow in Geriatric Social Work
- Major: Aging & Interpersonal Practice
- Minor: Management of Human Services
- Certificate in Gerontology

1996- 2000 University of Michigan-Dearborn Dearborn, MI
B.A. in Psychology

1994- 1995 Wm. D. Ford Voc/Tech Ctr. Westland, MI
Health Occupations I

- Certificate of Completion

Employment

4/02-Present Take It For Granted Romulus, MI
Independent Grant Writing Consultant

Providing consultation services, template services, programming assistance, fund seeking, and grant/proposal writing

5/02-12/02 Chelsea Arbor Older Adult Recovery Ctr. Ann Arbor,
Intern

Facilitating psychoeducational groups, providing group, individual, and family therapy, charting and recording, assessments, identifying potential funding source performing TQI evaluations, case auditing, manual revision

1/02 – 4/02 Hospice of Michigan Detroit, MI
Intern, Grants & Foundation Relations

Identifying potential funding sources, liaising with foundation contacts, developin grants and proposals, assisting with program budgeting and development

1995- 1996 Rite Aid Pharmacy Inkster, MI
Pharmacy Technician/Key Cashier

Customer servicing, cashiering, recording inventory, ordering, stocking, receiving invoices, training, prescription processing

1994- 1995 Hope Nursing Care Ctr. Westland, MI

Student Nurse Assistant

- Basic Nursing Skills
- Basic Physical Therapy Skills

Skills

Grant/Proposal Writing

Microsoft Word, Power Point, Excel

SPSS

Familiar with basic medical charting and recording

Certified Nurse Assistant—State of Michigan

Type 72 wpm

References

Available upon request