

Angelina Jones

MSW-trained professional with experience in workforce development case management, program administration, student advising, volunteer coordination, and crisis management. Skilled in supporting diverse populations and coordinating educational and community-based initiatives.

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EXPERIENCE

Southeast TN Development District— *Workforce Development Specialist*

FEBRUARY 2026 - PRESENT

Provide WIOA case management services to youth ages 16-24, including career counseling, paid work experiences, on-the-job training placements, and tuition assistance for occupational and educational training programs. Collaborate with employers, training providers, and community partners to help participants achieve educational, employment, and career goals.

Signal Centers — *Case Manager & Volunteer Coordinator*

AUGUST 2024 - DECEMBER 2025

Coordinated volunteers and provided case management services to support program goals and program success. Recruited and supervised volunteers, maintained records, conducted client assessments, connected individuals with community resources, and supported clients in achieving personal and employment-related goals.

Southern Adventist University — *Student Advisor, Student Mentor & Christian Service Programming Assistant*

AUGUST 2020 - MAY 2024

Provided advising, mentoring, and support services to students while coordinating campus and community engagement programs. Assisted with student outreach, registration, event planning, and connecting students to resources to promote academic and personal success.

Vejlefjordskolen, Denmark — Assistant Dean

JULY 2021 - JUNE 2021

Provided student support and supervision within a residential school setting. Offered emotional and spiritual guidance, monitored student well-being, and planned activities and events to promote community engagement and student development.

EDUCATION

Master of Social Work,
concentration in **Crisis and
Emergency Management -**
Southern Adventist University

Bachelor of Social Work -
Southern Adventist University

SKILLS

Administrative Support

Program Coordination

Case Management

Records Management &
Documentation

Data Entry & Database
Management

Volunteer Coordination

Career Counseling & Advising

Event & Workshop
Coordination

Professional Communication

Conflict Resolution

