

Kaitlyn Goffin

9100 Integra Hills Preserve, Ooltewah TN 37315

Phone: 941-380-5283 Email: kgoffin@southern.edu Website:

www.swpro.org/kaitlyngoffin

Education

Southern Adventist University

Anticipated 2019

Bachelor of Social Work

Collegedale, TN

Experience

Partnership: Elder Services Intern

February 2018- Present

Chattanooga, TN

- Respond to concerns of residents in Long term care facilities
- Advocate for the rights of residents
- Make routine facility visits
- Provide Public Awareness on the needs, problems, and issues connected with aging

Teachers Assistant

August 2018- Present

School of Social Work at Southern Adventist University

Collegedale, TN

- Contact Students
- Grade assignments for both BSW and MSW classes
- Eclass Upkeep
- Assist professor with a variety of projects

Babysitter

July 2017-Present

Ooltewah, TN

- Care for a 12 month old weekly
- Assist in feeding
- Provide activities for enrichment

Receptionist

August 2017-May 2018

Southern Adventist University

Collegedale, TN

- Answer Phone
- Clean office
- Greet students
- Assist Office Manager with daily tasks

Physical Therapy Technician

Summers 2013-2018

Physical Therapy and Health Club
Port Charlotte, FL

- Greet Patients
- Set patients up on exercise equipment
- Take vitals
- Schedule patient appointments
- Make marketing phone calls
- Assist in the interviewing process

Nurses Assistant

August 2014-May 2015

Georgia Cumberland Academy

- Document Medical Records
- Distribute Medication
- Design Informational Bulletin Boards
- Comfort Students Receiving Care

Teachers Assistant

August 2013-May 2014

Georgia Cumberland Academy

- Graded tests, quizzes, assignments
- Recorded Grades
- Ran errands

Skills

- Proficient in Microsoft Office

Leadership

- Community Service Coordinator of the Social work Club at Southern Adventist University

Presentations

Southern Adventist University Campus Research Day

April 19th, 2018 - Oral Presentation “Sexual Abuse in the Church”

November 29th, 2017- Oral Presentation “How Communities Can Prevent Youth Suicide”

Awards

Phi Alpha Induction
Southern Adventist University

April 2018

Volunteer Work

- Certified Ombudsman Volunteer
- MLK Day Street Store