

## **CARMELLA MILLER, FL-LCSW #11486**

296 Champions Way  
University Center, Building C  
Tallahassee, FL 32306  
Clm06j@fsu.edu

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### **PROFESSIONAL EXPERIENCE**

Aug. 13–Present

#### **Florida State University, College of Social Work**

*Graduate Research Assistant*

- Perform independent research under the direction of a Doctoral Professor
- Engage in literature searches
- Collaborate on manuscript development
- Facilitate research focus groups

May 12 –Aug. 13

#### **Florida Therapy Services, Inc.**

*Licensed Clinical Social Worker*

- Provide individual and family psychotherapy for Medicaid subscribers
- Create individualized treatment plans incorporating research validated treatment modalities.
- Maintain governmental compliance in terms of HIPAA regulations, Medicaid billing and charting.

Mar. 11-Aug. 13

#### **Florida Area Health Education Center (AHEC), Crestview**

*Tobacco Cessation Specialist*

- Provide tobacco cessation education to community members
- Facilitate a six-week “Quit Smoking Now” cessation program at the Escambia County Health Department, Blue Cross Blue Shield Office, and area corporations consisting of Cognitive Behavioral Therapeutic techniques, Motivational Interviewing and Nicotine Replacement Therapy education.

Mar. 11-Oct. 12

#### **University of West Florida, School of Justice Studies and Social Work**

*BSW Academic Advisor / BSW Adjunct Professor*

- Provide one on one academic counseling to incoming students and those currently enrolled in the Social Work degree program
- Review academic audits for students and assist in identifying and registering for appropriate courses
- Provide feedback and education regarding graduation, grade forgiveness, financial aid, and other subjects as needed
- Assist students in navigating the various departments/forms necessary during the course of education at UWF
- Forecast degree plans, course scheduling needs for the BSW program.
- Teach BSW level courses to undergraduates attending the university.
- Provide BSW & MSW level clinical supervision, as needed, to students in their field placement.

Jan. 10-Mar. 11

#### **United Way of Escambia County**

*Project Coordinator, Escambia VISTA Coalition*

- Serve as the program manager for United Way’s AmeriCorps VISTA grant valued at over \$500,000.
- Ensure grant compliance among eight partner agencies and 22 VISTA members across a two county area.
- Created program policies and procedures, orientation manuals, member and supervisor training curriculum.
- Provide direct supervisory support for two VISTA Leaders.

Apr. 10-Oct. 10

#### **Pathways for Change**

*Instructor/Counselor*

- Served as an instructor for four core classes; Recovery Maintenance, Peacemakers, Smoking Cessation, and Criminal Thinking.
- Served as primary, dedicated therapeutic counselor for individual and family clients including treatment plan creation and case management.

## INTERNSHIP EXPERIENCE

Jan. 10-Apr. 10

### **Pathways for Change**

*MSW Intern, 512 hours*

- Member of the treatment team in a 25-client in-patient substance abuse treatment facility for non-violent male prisoners. Responsibilities included case management, group facilitation, treatment planning, technical documentation/grant writing, and community organization.
- Served as an instructor for four core classes; Recovery Maintenance, Peacemakers, Smoking Cessation, and Criminal Thinking.
- Served as primary, dedicated therapeutic counselor for two clients meeting weekly.

Aug. 04-Dec. 04

### **Memory Disorder Clinic at West Florida Hospital**

*BSW Intern, 400 hours*

- Worked as a member of a multi-disciplinary team consisting of a Neurologist, Neuro-psychologist, Geriatrician, Nurse Practitioner, and Licensed Clinical Social Worker evaluating clients experiencing cognitive decline.
- Responsibilities included reviewing detailed client medical and social history, conducting psychosocial interviews of client and family members/caregivers, collaborating with the team to present the client with an appropriate diagnosis, and preparing client medical summary reports.
- Facilitated Alzheimer and Parkinson related support groups, conducted Mini-Mental Status Exams to community members.

## VOLUNTEER INVOLVEMENT

2011-2013

Grant Reviewer, Tennessee State AmeriCorps Grant  
**Volunteer Tennessee**

2005-2009

Education Coordinator (2008-2009), *Secretary (2005-2008)*  
**National Association of Social Workers**, Northwest Florida Chapter

2004-2006

Program Support Coordinator  
**Alzheimer's Family Services**, Pensacola, Florida

## AWARDS AND RECOGNITIONS

2005

Student Social Worker of the Year  
**National Association of Social Workers**, Northwest Florida Chapter

2004

Phi Alpha Honor Society  
**University of West Florida**

## EDUCATION

2013-Present

*Doctor of Philosophy, Social Work*  
**Florida State University**, Tallahassee, Florida

2010

*Master of Social Work, Clinical Concentration*  
**Florida State University**, Tallahassee, Florida

2004

*Bachelor of Arts, Social Work*  
**University of West Florida**, Pensacola, Florida