

Latagia Copeland-Tyronce

MSW

Detroit, MI 48203

latagiacopelandtyronce@gmail.com

+1 313 344 6372

- Prepares and publishes original content at least once a week for my personal Medium blog Tagi's World and on Quora an online Q&A website.
- Contributed one feature story for Rise Magazine an online and print publication based in New York City, NY.
- Created and actively manages associated social media platforms/accounts.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Volunteer

Americorps VISTA - National Legal Aid and Defender Association - Detroit, MI

February 2023 to Present

- Capacity building
- Administrative services
- Data Analysis
- Founding reaching
- Donor communications

WRITER/BLOGGER

Detroit, MI

January 2016 to Present

- Prepares and publishes original content at least once a week for my personal Medium blog Tagi's World and on Quora an online Q&A website.
- Contributed one feature story for Rise Magazine an online and print publication based in New York City, NY.
- Created and actively manages associated social media platforms/accounts.

Clinical Therapist

Team Wellness Center - Detroit, MI

November 2021 to December 2021

- Monitoring the member's progress.
- Writing treatment reporting.
- Performing full member intakes.
- Implementing case management techniques.
- Making member referrals/case management.
- Collecting data and performing research.
- Consulting with health professionals and other behavioral organizations.
- Using Evidence Based Practices and other methodologies to impact member treatment.

- Daily electronic documentation via Eteams software.
- Maintained a 97.5 productivity rate.

MSW Student Intern

COMMUNITY & HOME SUPPORTS, INC - Detroit, MI
May 2017 to May 2018

- Prepared and assisted clients with housing needs.
- Provided case management services.
- Completed administrative and clerical duties such as; Maintained and filed client records, answered telephones, copied and delivered documents, and assisted with general office operations as assigned.

Residential Substance Abuse Intern

MARINERS INN - Detroit, MI
August 2016 to April 2017

- Prepare and facilitate bi-weekly group/client didactics on various topics.
- Participate in client case conferences and staff trainings.
- Assist with and preform entire client intakes (FYI, HMIS, SCHWINN).
- Create client documents and data entry.
- Preform clerical and administrative duties as assigned.

Student Administrative Assistant in Nursing Division

MERCY COLLEGE OF OHIO - Toledo, OH
July 2013 to November 2013

Completed administrative and clerical duties such as; Maintained and filed student records, answered telephones, copied and delivered documents, and assisted with general office operations as assigned.

Certified Nursing Assistant

CAMBRIDGE HOME HEALTH - Maumee, OH
November 2008 to July 2009

Maintained records of patient care, condition, out, progress, or problems to report and discuss observations with supervisor or case manager; Assisted patients with moving in and out of beds, baths, wheelchairs, or automobiles and with dressing and grooming.

QUALIFICATIONS / SKILLS

- Proficient in computer operations including Microsoft Word, PowerPoint, and Excel
- Excellent communication and interpersonal skills- Blogger, Writer, and proficient in social media
- Analytical Thinker-Leadership skills- Ability to learn new tasks and/or skills quickly

Education

Graduate Certificate in Addiction, Alcohol and Drug Abuse Studies (CADAS)

Wayne State University - Detroit, MI
2017 to 2019

Master of Social Work in Policy

WAYNE STATE UNIVERSITY - Detroit, MI
2016 to May 2018

Bachelor of Science (With Honors) in Healthcare Administration

MERCY COLLEGE OF OHIO - Toledo, OH

2013 to May 2015

Associate in Science (AS) in General Studies

Mercy College of Ohio - Toledo, OH

2011 to 2013

Skills

- Blogging
- Analysis Skills
- Case Management
- Social Work
- Content Creation
- Writing Skills
- Social Media Management
- Content Development

Links

<http://www.linkedin.com/in/latagiapelandtyronce>

Assessments

Sales Skills — Proficient

July 2019

Using influence and negotiation techniques to engage with and persuade customers.

Full results: [Proficient](#)

Verbal communication — Expert

September 2018

Measures a candidate's ability to effectively convey information when speaking.

Full results: [Expert](#)

Social media — Familiar

October 2021

Knowledge of popular social media platforms, features, and functions

Full results: [Familiar](#)

Proofreading — Familiar

March 2022

Finding and correcting errors in written texts

Full results: [Familiar](#)

Legal skills — Familiar

July 2022

Supporting legal procedures, preparing documents, doing research, and collecting client information in a legal setting

Full results: [Familiar](#)

Case management & social work — Familiar

August 2022

Determining client needs, providing support resources, and collaborating with clients and multidisciplinary teams

Full results: [Familiar](#)

Attention to detail — Proficient

February 2022

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Proficient](#)

Project timeline management — Proficient

April 2023

Prioritizing and allocating time to effectively achieve project deliverables

Full results: [Proficient](#)

Medical terminology — Proficient

August 2022

Understanding and using medical terminology

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.