|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Rivka Biggs

|  |
| --- |
|  |
| rbiggs@mail.yu.eduBrooklyn, NY |
|  |
| 9179922150 |
| ObjectiveSeeking a position in which I can grow professionally and utilize my skills in organization and communication and knowledge in the field of psychology in the best possible way. |
| SkillsResearch SkillsStrong Organizational SkillsExcellent Interpersonal SkillsAdaptableCreative Problem-solving SkillsProficiency in Microsoft/Excel/PowerPoint/SPSS/CanvaWorking Proficiency in Yiddish |

Availability12 hours weekly |

|  |
| --- |
| Experience**SOCIAL WORK INTERN / YESHIVA ACADEMY OF MILL BASIN**September 2021-June2022Clinical sessions with k-12 Students, working with teachers, administrators and parents to implement treatment plans across settings, Group sessions with K-12 students.Coach/ GymiesFebruary 2016- CurrentDuties include: Safe and engaging child care, instruct and train children ages 3-17, communicate effectively with students about what was required of them, Responsible for the safety and wellbeing of students. Researching effective methods for teaching skills, and creating an engaging and challenging curriculumProgram Director/ Miryams House October 2020- October 2021Duties included: Creating a growth environment for residents in a SAMHSA supportive housing facility. Communicating with and facilitating communication between residents’ treatment team members. Assisting communication and conflict resolution between resident and between resident and staff members. Hiring and training staff, interviewing and vetting potential residents. Ensure residents are abiding by resident contracts. Oversight of basic house maintenance.Secretary/gymiesJanuary 2020- March` 2020Duties included: answering phone calls, student intake, billing, emergency management, maintain detailed records of student injuries and complaints, handle clientele issues, event organization, and facilitating communication between staff and parentschildrens Program Director/ Chabad of greatneckOctober 2012- December 2014Duties included: Managing a team of volunteers, creating programs, interacting with parents and caregivers and supporting individuals and volunteers during the program |
| EducationMasters of Social Work/ Expected Graduation 2023Wurzweiler School of Social Work Yeshiva University Casac ProgramB.A. Psychology/ 2020Queens College CUNY3.3 GPACoursework in Behavior Analysis, clinical psychology, psychopathology, human motivation, and developmental psychology |
| Volunteer experience or internshipBig and Little Sisters Jerusalem- Weekly volunteer workSeptember 2015- Junes 2016Mentoring children from disadvantaged communities, creating and implementing fun and engaging activitiesFriendship Circle Great Neck/ Sunday Circle-volunteer work2013Assisting special needs children on weekly trips, forming strong relationships with special needs children and their families |

 |