

# Jaime Lynn Janes

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*Experienced in immigration and family social work. Bilingual in both English and Spanish. Extensive international travel, volunteer experience and immersion home stays.*

**EDUCATION Licensed Clinical Social Worker, June 2014**  
State of Colorado, License Number CSW- 09923582

**Licensed Clinical Social Worker, May 2008**  
State of Arizona, License Number LCSW-12503  
*\*inactive status\**

**Master's in Social Work, May 2003**  
Arizona State University, Tempe Arizona

**Bachelor of Science in Business Administration, May 2000**  
University of Arizona, Tucson Arizona

## EXPERIENCE

University of Maryland- **Independent Research Contractor** 02/2014-Present

- Responsible for conducting independent research with immigrant youth who have been released from ORR and in the care of a sponsor.
- Inform participants of their rights, the purpose and time of the research project.
- Format spreadsheets to effectively document and track families responses.
- Document each family's responses after each call.
- Work on a project team to develop questions and areas of interest for survey.
- Organize and group responses from families to provide an insight to trends throughout the project.

Lutheran Immigration and Refugee Services- **Independent Contractor** 11/2012-Present

- Responsible working with immigrant youth under the Office of Refugee and Resettlement until their eighteenth birthday.
- Assist the family in locating resources including but not limited to legal, education, language, mental health and medical resources.
- Develop a rapport with the family to enhance the assimilation process of the minor and the United States.
- Assemble and write narrative monthly and quarterly reports on the minor's progress.
- Monitor the minor's progress and their safety in both the community and within the home of the identified sponsor.
- Communicate with legal, educational, or any mental health providers as deemed necessary.

Denver University- **Policy & Community Adjunct Instructor** 09/2011-Present

- Responsible for course design, course readings and course assignments of the graduate level family & immigration policy courses, as well as community courses in the graduate school of social work.
- Facilitated class discussions on various topics concerning the welfare of families, communities and immigrant and refugee population.
- Completed grading on all assignments and imputed data into the Denver University web system.
- Maintained an open communication system via email and face-to-face contact.

Valle del Sol - **Assessor** 02/2010- 05/2010

- Conducted adult assessments as an independent contractor using the TRAKS computer system.
- Inputted data into computer system, and completed staffing reports.
- Provided assessments and diagnoses of each client.
- Conducted and wrote treatment plans for clients.

**Jaime Janes, LCSW, LLC - Independent Social Worker**

06/2009-05/2010

- Provided Spanish and English Therapeutic Intervention services through the Maricopa County Court system.
- Conducted home studies for families through the court system.
- Assembled and wrote individual consent to treatment forms, fee contracts, intake assessments, release of information and invoice forms.
- Provided family counseling using various therapeutic techniques including play therapy, attachment and bonding theories, cognitive and strength based theories with the goal of increasing and strengthening the relationship between the alienated parent and child(ren).
- Wrote and sent 90-day status report updates to the courts on the progress of each of the Clients.
- Informed the courts through motions on any changes that should occur with each family.
- Supervised court ordered visits to ensure that inappropriate actions by either the parent or child do not occur.

**Family Service Agency - Bi-Lingual Counselor**

08/2003-06/2009

- Member of an interdisciplinary team (Counselor & Parent-aide) to both Spanish and English speaking families in crisis and at risk of losing their children to Child Protective Services.
- Conducted psycho-socials with various cultures, including intake, assessment, goals and treatment plans.
- Provided individual, couples and family therapy using a variety of therapeutic theories including cognitive-behavior, solution focused and family systems theory.
- Assembled data and wrote narrative reports including visit details, along with problems and progressions to be utilized by the judicial system.
- Assisted families in locating and accessing community resources including medical, education and state services.

**Friendly House - Dept of Immigration**

08/2002-05/2003

- Authored a domestic violence (VAWA Petition) resource guide. Responsible for research, coordination and implementation of all aspects including copy, PowerPoint presentation, graphics, lay-out and production.
- Member of interdisciplinary team responsible for authoring, designing, implementing and organizing training of a domestic violence VAWA Petition.
- Acted as liaison and Secretary of CADENA with strong participation in research activities such as community presentations and facilitations of meetings with key community members in lobbying for the DREAM Act and assisting in organizing a local MARCH during the National Week of Action.
- Acted as liaison between program and Arizona State Legislature by following current bills, attending bill readings, and speaking on behalf of immigration legislation to the Legislature.
- Lobbied to Senator McCain and staff on behalf of the DREAM Act, presenting a research document on the implications for Arizona on passing or not passing the act.
- Met with CEO weekly discussing non-profit organizations, management and cultural aspects of working with a Latino community.
- Assisted ASU professor in research by doing ethnographic interviews with immigrants, data research and presentations to key community leaders on immigration issues.

**INTERNATIONAL EXPERIENCE**

**Mexico- Volunteer at Maximo Cornejo Orphanage**

July 2013

- Responsible for fostering, developing and maintaining positive relationships with the children ages 3-5 years living in the orphanage in their native language of Spanish.
- Developing and implementing daily art projects that developed a greater understanding of age appropriate educational concepts.
- Leading activities and creation of structure through song and dance.

**Panama-Volunteer at the Elderly Home**

March 2012

- Responsible for fostering, developing and maintaining positive relationships with elderly men and women residing in the home in their native Spanish language.
- Assisting the elderly in both walking to the local park and with eating and drinking.

**Travel - Home Stay & Cultural Competency**

2000-Present

- Live, eat and immerse with various international families in Central America and Mexico.
- Increase cultural competency knowledge.
- Attend daily Spanish classes and multi-cultural events with both the school and family.
- Extensive travel throughout Central America, Europe, Africa and South America.