

JAIME GUERRERO

Email: jaime.guerrero@insightbb.com

EDUCATION

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|-----------|---|-----------------|
| 1997-1999 | University of Denver | Denver, CO |
| | <ul style="list-style-type: none">• M.A. Counseling Psychology | |
| 1995-1997 | Santa Clara University | Santa Clara, CA |
| | <ul style="list-style-type: none">• B.S. Psychology | |
| 1992-1995 | Mission College | Santa Clara, CA |
| | <ul style="list-style-type: none">• A.A. Social Science with Honors | |

EXPERIENCE

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|----------------|--|-----------|
| Jul 99-Present | Lamar Community College | Lamar, CO |
| | <i>Counselor/Student Development Coordinator</i> | |
| | <ul style="list-style-type: none">• Provide Personal, Career, Transfer, Group, and Crisis Counseling• Academic Advisor• Chair, Diversity Council• Present Workshops on Stress Management, Conflict Resolution, and Study Skills• Adjunct Faculty for PSY 101 – Introduction to Psychology; SOC 215 - Contemporary Social Problems; SOC 205 – Marriage and the Family; PSY 265 – Psychology of Personality• CIS 118 – Intro to PC Applications; CIS 120 – Intro to Word Processing;• Minority Recruiter | |
| Nov 01-Present | Big Brothers Big Sisters of Colorado | Lamar, CO |
| | <i>Community Coordinator for Prowers County Office</i> | |
| | <ul style="list-style-type: none">• Responsible for the overall successful operation of an outlying office of a national nonprofit organization• Recruit, Interview, and Assess prospective Adult and Child Volunteers• Budget Management• Supervise Staff• Responsible for Records Keeping and Reporting Statistical Data• Responsible for Advertisement and Marketing• Presentations to local community groups• Organize Activities | |
| Sep 00-May 02 | Regis University, School of Professional Studies | Lamar, CO |
| | <i>Adjunct Faculty</i> | |
| | <ul style="list-style-type: none">• Taught GIS 473E – Current Social Problems; GIS 471G – Addictive Behaviors; GIS 427E – Death and Dying | |

Sep 98-Jun 99 **University of Colorado at Denver** Denver, CO
Bridge Coordinator

- Provide academic advising to Bridge Program participants
- Monitor freshman students' progress on an on-going basis
- Inform instructors of students who are participating in the Bridge Program
- Coordinate and determine tutorial needs of Bridge Program participants

Aug 97-Jan 99 **Excelsior Youth Center** Aurora, CO
Night Counselor

- Supervision of daily living & socialization skills to 14 adolescent girls
- Individual & Group Counseling
- Monthly Reports and Parent Letters
- Attend Regularly Scheduled Team Meetings
- Completed 14 hours of Training in Nonviolent Crisis Intervention

Aug 92-Aug 97 **Electronic Trend Publications** San Jose, CA
Assistant to the President

- Administrative Support
- Desk Top Publishing
- Accounts Payable/Receivable
- Inventory Control
- Customer Service

Nov 91-Aug 92 **Xicor, Inc.** Milpitas, CA
Import/Export Clerk

- Responsible for the preparation of Shipping Documents

Jul 83-Aug 91 **United States Navy** Moffett Field, CA

- Specialized Naval Training in Office Administration/Management

PROFESSIONAL ORGANIZATIONS

Jul 99-Present

- Association of Special Programs in Region Eight (ASPIRE), TRIO Support Services

PROFESSIONAL TRAINING

Jun 98-Present **Hollander Institute** Denver, CO

- 185 Hours Training in Psychodrama, Group, and Sociometry

VOLUNTEER POSITIONS

2003 and 2004 **Hispanic Scholarship Fund** San Francisco, CA

- Reader/Evaluator of potential scholarship recipients

May 00-Present **Big Brothers Big Sisters of Colorado** Lamar, CO

- Mentor a Little Brother

Mar 97-Jun 97 **Pegasus High School** San Jose, CA

- Tutored at-risk students in Algebra

- Jan 97-Jul 97 **Leukemia Society** San Jose, CA
- Ran a Marathon to raise money for Leukemia research
- Jun 96-Jul 97 **Alcoholics Anonymous Hotline** San Jose, CA
- Responsible for helping people with finding information about AA meetings and/or matching them with other volunteers or services
- Jun 94-Aug 94 **Parents United International** San Jose, CA
“Brake the Cycle”
- Rode bicycle across America to raised money and awareness for victims and their families of child sexual abuse
- Mar 91-Aug 94 **Giaretto Institute** San Jose, CA
- Public Speaking to high schools, colleges, and other organizations on the topics of child sexual abuse, prevention, and reporting