

JORDAN A. SMITH, MS

🏠 111 Pond Street, Minneapolis, MN 55401

✉ jordan.smith35@gmail.com

📞 (123) 456-7890

SUMMARY

- Respected researcher with 10+ years' experience in the health and human services field.
- Designed, implemented, and analyzed quantitative and qualitative research projects for government human services agencies.
- Conducted both formative and summative program evaluations.
- Expertise in survey research methods, facilitating focus groups, and Human Research Participant Protection compliance.
- Co-investigator on a \$250,000 research grant awarded to examine the effects of nursing home visits following birth.

EDUCATION

Doctor of Philosophy in Human and Social Services

Walden University | Minneapolis, MN | Expected: Jun 2025

Master of Science in Psychology

Walden University | Minneapolis, MN | 2012

Bachelor of Science in Psychology

Shoreline University | San Diego, CA | 2008

Graduated magna cum laude

SELECT COURSEWORK

- Research Theory, Design, and Methods
- Advanced Mixed-Methods Reasoning and Analysis
- Advanced Quantitative Reasoning and Analysis
- Grant Writing
- Advanced Program Evaluation

RESEARCH INTERESTS

- Effect of child welfare state and local policies on the delivery of human service programs.
- Comparison of child welfare program delivery and outcomes in urban, suburban, and rural counties in the state of Minnesota.
- Integrated service delivery.

PROFESSIONAL EXPERIENCE

Child Welfare Research Specialist

Minnesota Department of Health and Human Services | Minneapolis, MN | Feb 2013 - Present

- Analyze and summarize state and county child welfare program data to explore areas for maximizing benefit and minimizing cost.
- Identify and review multiple information sources, such as stakeholder groups, research literature, reports, briefs, and papers. Inventory, summarize, and synthesize information.
- Provide training to new employees and serve as an expert on child welfare policy and practice.
- Collaborated with two colleagues on writing a grant proposal for \$250,000 from the U.S. Department of Health and Human Services for providing weekly home nursing visits following birth. Grant was awarded and both quantitative and qualitative data are currently being collected.

Research Assistant

Female Offender Program and Services, Washington State Department of Corrections | Gig Harbor, WA | Jun 2008 - Jan 2013

- Co-investigator on US Department of Justice research grant to evaluate the impact and effectiveness of programs for female inmates that increased contact and connection with family members prior to release.
- Summarized and analyzed data on multiple variables.

Research Intern

Rescue Agency | San Diego, CA | Jun 2007 - May 2008

- Organized large databases of information and conducted data entry related to media campaigns to prevent tobacco and alcohol use in adolescents.
- Performed administrative tasks including managing itineraries for projects and coordinating IRB protocol management.

- Recruited 150+ participants for research projects.
-

PRESENTATIONS

Smith, E. (2018, July). *Ethical standards for human services professionals*, presented at the annual conference of the National Organization for Human Services, San Diego, CA.

Smith, E., & Young, Z. (2016, May). *Impact of policy changes on prevention of child abuse*, presented at the virtual conference of the American Public Human Services Association.

PUBLICATIONS

Brown, A. C., Charles, E., & Smith, E. (2018). Facilitating mental health service use for child welfare case workers. *Children and Youth Services Review*, 24(4), 696-703.

Smith, E. & Yang, J. (2014). Trauma in social workers working with offenders: a multi-year study. *Journal of Social Work*, 15(1), 203 - 207.

GRANTS

Current Research

HHS-xxx, (M. Frederick, PI; E. Smith, Co-PI) U.S. Department of Health and Human Services, Administration for Children and Families
\$250,000

7/20/2018 - 10/20/2020*

Effect of Nursing Visits on Health Outcomes of Newborns in a Rural Community*

Role: Project Administrator

Completed Research

NIJ-xxx, (M. Gomez, PI; E. Smith, Co-PI) U.S. Department of Justice,
\$500,000

11/25/2008 - 2/25/2012

"Impact of Increasing Female Inmate Family Contact during Incarceration"

Role: Project Coordinator

COMMUNITY EXPERIENCE

Volunteer

Court Appointed Special Advocate for Children (CASA) | Minneapolis, MN | 2017 - Present

- Support, guide, and advocate for child throughout court proceedings to ensure child's welfare is a priority.
 - Consult with child and stakeholders to provide informed verbal and written recommendations to the court.
-

SPECIALIZED SKILLS

- Intermediate level Spanish in speaking/writing/listening
 - Microsoft Office Suite, including Word, Excel, Access, and PowerPoint
 - Data analysis software including SPSS and Atlas
-

PROFESSIONAL ASSOCIATIONS

Member

American Professional Society on the Abuse of Children | 2015 - Present

Member

American Public Human Services Association | 2014 - Present

Member

National Organization for Human Services | 2010 - Present

- Conference Committee Member, 2018