

**Mary E. Smith**  
**123 Happy Avenue**  
**Anywhere, Maryland 12345**  
**555/123-4567—happyday@earthlink.net**

### **EDUCATION**

PhD            2000 (expected), University of Maryland, Department of Social Work  
Dissertation: Male Caregivers of Alzheimer Victims

MSW           1995, University of Minnesota, Department of Social Work  
Dual Concentration: Aging Issues and Welfare Policy

BA             1987, Rutgers University, Department of Sociology

### **TEACHING INTERESTS**

Aging issues, public policy towards aging, welfare reform, research methodology, survey construction, statistics, data analysis.

### **RESEARCH INTERESTS**

Effects of violence among the aging population, survey methodology, technology in social welfare.

### **UNIVERSITY TEACHING EXPERIENCE**

3/01—6/01    Teaching Assistant  
University of Nevada, Las Vegas  
Supervisor: John Brown, PhD  
Course: Aging Issues  
\*Lectured and composed tests regarding the aging population in long-term residential care

10/00—6/01    Instructor  
University of Florida, Gainesville  
Supervisor: Jack Williams, PhD  
Course: Issues for the Elderly  
\*Lectured, composed and graded tests, and reviewed final topics for MSW students

### **RESEARCH EXPERIENCE**

1/94—2/95    Research Internship  
“Maryland Social Worker Enrollment Project”  
\*Analyzed student enrollment statistics for Social Welfare Department  
Principle Investigator: Frank Todd, PhD

11/95—2/97 Research Consultant  
“University of Maryland MSW Survey”  
\*Automated system to compose and analyze MSW student course satisfaction  
Principle Investigator: Sarah Jones, PhD

### **PROFESSIONAL EXPERIENCE**

4/97—6/98 Social Worker/Research Coordinator  
Neighborhood Youth Association, Sacramento, CA  
\*Composed curriculum for life skills  
\*Provided individual and group therapy for youth  
\*Managed program evaluation search

8/95—3/96 Case Manager  
Alternate Nursing Care, Philadelphia, PA  
Supervisor: Sandra White, LCSW-ASW  
\*Provided in-home therapy and health advocacy

### **PRACTICUM INTERNSHIPS (optional)**

8/93—5/94 First Year MSW Social Work Intern  
Children First, Erie, PA  
Agency Director: Fred Thumb, PhD  
\*Provided treatment planning and advocacy  
\*Created relapse prevention workshop

1/95—5/95 Second Year MSW Social Work Intern  
Venture Mental Health Center, Camden, NJ  
Agency Director: Susan Elbe, LCSW  
\*Conducted assessment interviews to determine DSM-IV diagnoses  
\*Conducted individual and couples therapy

### **COMMUNITY SERVICE (optional)**

9/00—Present Student Representative  
Graduate Research Committee, University of Maryland  
Committee Chair: Robert West, PhD  
\*Advisor regarding student travel applications

9/96—9/98 Group Facilitator  
The Center, Washington, D.C.  
\*Facilitated support group for single fathers

### **PUBLICATIONS**

Smith, M.E. (2001). Aging gracefully. Aging America. July, p. 6-8.

### **MANUSCRIPTS UNDER REVIEW**

Smith, M.E. (2001). It's never too late. Journal TBD (in press).

Smith, M.E. (2001). Gambling among the elderly. Journal TBD (in preparation)

### **PRESENTATIONS**

Smith, M.E. (1999, January). Male caregivers of Alzheimer's Victims. Lecture at the Society for Social Work and Research Conference, Atlanta, Georgia.

Smith, M.E. (2000, June). Family-based AIDS prevention. Poster at the National HIV Prevention Conference, Atlanta, Georgia.

### **COMPUTER EXPERIENCE (optional)**

Extensive experience as a computer programmer/analyst. Skilled in the use of IBM/Windows systems, Microsoft Office 2000 Professional (Word, Excel, Access, Power Point, Outlook), Front Page, Explorer, Netscape, SPSS, DOS, and UNIX.

### **ACADEMIC/PROFESSIONAL AFFILIATIONS**

- \*National Association of Social Work, California
- \*Jane Addams Council, Los Angeles, California
- \*California Society for Clinical Social Work

### **ACADEMIC/PROFESSIONAL HONORS**

- \*National Association of Social Work, California, 1996 California Social Worker of the Year.
- \*Who's Who Among Students in American Universities and Colleges, 1994-95.

### **REFERENCES**

Available upon request.