

Marie Niarhos

SUMMARY:

Proven ability to communicate effectively, manage multiple responsibilities and resolve issues independently. Hardworking, trustworthy, detail-oriented self-starter with strong interpersonal skills

OBJECTIVE:

Full time employment in a position that will utilize my strengths in terms of responsibilities and people

EXPERIENCE:

**National Federation of Families for Children's Mental Health
Technical Assistance Partnership**

Family Resource Specialist

Training Organizer

November 2008 – Present

- Research and create curriculum for online systems of care course
- Proofread and edit documents relating to systems of care procedures
- Research articles for online newsletter
- Participate on affinity support calls with Lead Family Contacts
- Organize and participate in planning meetings for conference
- Present at training about family driven care
- Update, organize and promote train the trainer program
- Collaborate with staff on National Federation and TAP projects

Maryland Coalition of Families for Children's Mental Health

Family Leadership Institute, Director

September 2006 – August 2008

- Organize, promote and facilitate leadership program for family members
- Create brochures, flyers and other promotional information
- Develop and present training modules
- Collaborate with supervisor and assistant
- Contact and schedule speakers, classroom space and hotel rooms
- Set agendas
- Research and compile relevant information for participants
- Keep records including attendance, budgets, evaluations and mileage

Parent Information Network, Lakeville, MA

Program Director

November 2003 – April 2005

- Supervise program staff of seven
- Create, initiate and direct support programs for parents whose children have mental health challenges
- Speak at internal and external meetings and workshops
- Provide information to professionals and general community
- Train advocates

Adoptive Families Together, Boston, MA

Group Coordinator/Education Advocate

January 1997 to November 2003

- Plan, organize and lead monthly meetings
- Attend school meetings to assist parents
- Present at workshops and training seminars
- Create and write educational pamphlets

Bogota Board of Education, Bogota, NJ

September 1972 to June 1986

- Teacher of elementary grades specializing in reading education

EDUCATION:

William Paterson College of New Jersey, Wayne, NJ

Masters in Reading Education, June 1977

Trenton State College, Trenton, NJ

Bachelor of Science Degree in Elementary Education, June 1972