<u>Tuesday</u>, <u>January 26, 2010</u> 1.5 hours, 6:45-8:15 pm

Tonight was my first night doing Basic Skills. We had six kids, from one to nine years old. There were two sets of sisters, and a set of brothers. The kids didn't know each other, but they all got along pretty well, and aside from the one year old being fussy a few times, they all did fine while their parents were in the next room for their Basic Skills.

We started off doing an art project so everyone could get comfortable with each other. After that, we read a story, and then played a little game involving yarn, which got a little out of hand. After that we had a snack and were supposed to start our lesson about fighting with siblings, but the parents finished early so we didn't quite get to it.

Wednesday, January 27, 2010 3 hours, 9am-12pm

We had a team meeting first thing this morning, and spent most of it talking about Basic Skills last night. There are a few families who don't want to attend for one reason or another, and this is not really acceptable, especially since Basic Skills is only one hour a week. We also discussed possible topics for the adult Life Skills, and bringing in speakers. As far as the children's Basic Skills, we discussed maybe having a volunteer come in to help, just because we will have two one year olds, who need more one-on-one time.

After leaving the meeting, my supervisor and I went to the police station to pick up a police report for on an on-going investigation the police are doing on one the clients who was staying in one of the permanent-supportive housing apartments. After returning, we had a case management meeting. It was the family's first meeting, so we did an assessment. Clients are asked about their previous housing situation, where they were born and raised, the nature of their relationships with friends and family (positive or negative, supportive or not), questions about drug and alcohol abuse (family history, personal

history including age of first use, frequency and extent of use, and if they're received any addiction

treatment), if there has been any history of domestic violence, any diagnosed mental conditions, their

employment history/skills, and the strengths of the family.

After this we developed a case plan, which is pretty standard for all clients. The three goals of the

case plan are to stabilize from the stressors of homelessness, employment, and secure adequate housing.

Stabilizing from the stressors of homelessness includes the subcategories medical/dental/mental health,

debt, budget and budget education, and Life Skills.

Saturday, January 30, 2010

2.5 hours, 9:30am – noon

Today we had a case management meeting with the mother-daughter-grandson family. We set

goals for them to complete for our next meeting, in line with their case management plan, and checked on

the goals they had from last week. My supervisor had me write up the progress notes, telling me they

should be as detailed as possible and to include the goal number next to the steps they are taking towards

that goal.

One of the projects the shelter staff are working on is to organize the file cabinets in the office.

The drawers are full of a ton of resources and life skill-type information, as well as miscellaneous files.

Part of my job will be to add to and organize the resource drawer to include community resources, which

I have been working on. Jordan gave me a booklet listing all the resources available in Flagstaff, which

once I sift through, will be helpful for putting together the drawer.

Supervisor Signature

Total hours for week three: 7