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| A person sitting in front of a book shelf  Description automatically generated | | | |  | **Jordan Kaleoaloha Canaday** **Skills** Analytical Thinking ● Human Resources ● Program Planning/Development ● Team Building ● Multicultural Awareness ● Communication ● Marketing ● Office 365/Microsoft Suite ● Finances ● Quick Learning ● Problem-Solving ●  65 WPM Typing Speed ● Time Management ● Organization **Experience****Community Services associate****(October 2019-Present) – Colonial Behavioral Health** Through person-centered approach, providing adults with developmental disabilities support with independent living skills, community inclusion and integration, and advocacy in medical and social appointments. Data collection and reporting. Adhering to Virginia Department of Behavioral Health and Developmental Services licensure compliance. **Teen Programs Coordinator, Supervisor****(May 2017-July 2019) – R.F. Wilkinson Family YMCA** Collaborating with stakeholders and YMCA professionals on planning, implementing, and managing youth and teen programs that promote social, emotional, physical, and academic development and growth. Recruiting and training staff and supervising staff. Additional role: Child Care Site Director. **Paraprofessional Educator, Multicultural Engagement Leader****(September 2016-February 2019)- Williamsburg-James City County**Paraprofessional Educator for Self-Contained and Inclusion classroom setting with students diagnosed with Emotional Disabilities and Autism Spectrum Disorder. Daily data collection and reporting regarding student IEP goals. Additional roles include School Health Initiative Program club representative and Bullying Prevention liaison for school activities. Collaborating with teachers and school leadership team in implementing programs, lessons, and field trips regarding multicultural education.**Certifications/Achievements** Virginia Department of Education Paraprofessional Certified  Virginia Department of Social Services Program Director Qualified  Microsoft Word Specialist (Certiport Certification)  Non-Violent Crisis Intervention Certified  Medication Administration Training Certified  Medication Administration Training-Diabetes Certified  Medication Aid Certified  Thomas Nelson Student Government Association Vice President (2017) **Advocacy**Member: The Village Initiative for Equity in Education Veteran Advocate: Wounded Warriors Project  Board Member: R.F. Wilkinson Family YMCA Board of Managers  President: Mahalo Nui Loa Movement |
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|  | | Old Dominion University Bachelor’s of Science – Human Services 2021 | |
|  | | Thomas Nelson Community college Social Science - Associate’s Degree 2018 | |

