



C u r r i c u l u m V i t a e

Sue Adams



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.
**69 St. Ives Drive,
Camborne.
Plimmerton.
Mobile 021 453 235**

Key Strengths

Relationship Management Skills

- ⌘ Supportive, encouraging and empowering team member; able to provide leadership and direction where required
- ⌘ Compassionate and sensitive with a high level of respect for all people; culturally aware with a knowledge of the Treaty of Waitangi
- ⌘ Competent training and supervising colleagues and staff members in both a business and clinical setting
- ⌘ Professional approach; committed to providing professional services
- ⌘ Proven counselling, facilitation and mediation skills developed through Social Worker and Counsellor roles
- ⌘ Well developed communication and listening skills; able to establish rapport with all people
- ⌘ Awareness of a range of legislation

Business Administration

- ⌘ Good grasp of business principles, developed through owning own businesses and owning shares in a family business
- ⌘ Experience increasing profitability and turnover
- ⌘ Proficient analysing customer trends, conducting marketing and promotions
- ⌘ Competent overseeing accounts and budgets
- ⌘ Innovative and able to identify strategies for improving services
- ⌘ Demonstrated ability to filter large volumes of information to determine key issues and resolve business issues
- ⌘ Skilled in analysing and assessing situations, as well as making written and verbal recommendations
- ⌘ Experience working in a variety of business settings including government departments, legal services, corporate businesses, own businesses, community organisations and voluntary agencies

Personal Attributes

- ⌘ High levels of integrity and honesty
- ⌘ Good judgement and discernment
- ⌘ Reliable and practical

Employment History

Counsellor/Therapist/Mediation **Sept 2004 - Present**
Assurance Counselling and Mediation Service
Private Practice.

Achievements.

Associate Member of Arbitrators and Mediators Institute of New Zealand
Leadr. Accredited Mediator.

Capital Care Health Center.
35 Tennyson Street,
Wellington

Salvation Army Building
Cnr. Cornwall Street and Kings Crescent.
Lower Hutt

Lane Park,
16 – 22 Lane Street,
Upper Hutt

Clinical Adviser. **Sept 2003- Sept 2004**

Toward Well Being, Suicide Monitoring Program.
School of Medicine. University of Otago.

Acting Manager **Oct 2002 – Sept 2003**

Social Work Department - Hutt Valley District Health Board

- ⌘ I am responsible for the delivery of quality, accountable and effective service to inpatients and outpatients and to achieve outcomes with allocated resources.
- ⌘ I am the professional adviser to HVH on Social Work matters and I carry an outpatient caseload. I also see inpatients in the Burns and Plastics ward and in the Intensive Care Unit.

Achievements..

Qualified as a counselor for Employment Assistance Program with Stratos Ltd., and Instep Ltd.

Advanced Practitioner **Feb 2002 – Oct 2002**

Hutt Valley District Health Board

- ⌘ Provide a social work service to clients and their families who have health related social/emotional problems. In addition possess advance skills, knowledge and experience for a specified area of social work in order to assist with the smooth operation of

the social work department.

Social Worker 2001 – 2002

Hutt Valley District Health Board

- ⌘ Provide social work service to clients and their families who have health related social/emotional problems.

Counsellor/Therapist/Mediation 1992 - Present

I continued my practice part time while employed at HVDHB and School of Medicine Otago University

Private Practice

- ⌘ Counselling people from a wide range of backgrounds with varied health related issues.
- ⌘ Identifying issues, teaching communication skills and assisting people with setting goals
- ⌘ Making ACC assessments and providing counselling for work related mental health issues
- ⌘ Providing conflict resolution and mediation; writing reports for the family court
- ⌘ Supervising and training other counsellors and speaking at seminars
- ⌘ Managing accounts for the business

Achievements

Became a Member of NZAC

Became a Member of NZCCA

- ⌘ Became a Family Court Counsellor/Mediator

Counsellor/Social Worker/Advocate/Mediation
1989 – 1992

Soma Medical Centre

- ⌘ Working with patients who have health related problems

Achievement

- ⌘ Gained ACC Provider status

President WAF 1988 – 1989

- ⌘ Leading a Christian Woman's group of approximately 60 – 70 women.

Social Worker 1987 – 1988

Wainuiomata Health Centre

- ⌘ Working with clients who have health related problems
- ⌘ Case managing clients; identifying and resolving issues
- ⌘ Liaising with other health care professionals and government agencies to ensure clients receive appropriate care

Probation Officer

1981 – 1984, 1986 – 1987

Department of Justice

- ⌘ Supervising clients on probation; developing professional relationships with clients, identifying their strengths, instilling confidence, and assisting them in setting personal goals
- ⌘ Writing presentence reports for judges, and recommending sentences
- ⌘ Providing ‘on the spot’ reports/summaries in court; communicating effectively with people at all levels of the justice system
- ⌘ Training probation staff

Achievements

- ⌘ Initiated procedures and language changes that valued individuals being tried for offences
- ⌘ Completed Diploma of Social Work (1995)

Administrator/Customer Service Officer

1978 – 1981

Department of Social Welfare

- ⌘ Responding to customer enquiries and granting benefits

Administration Secretary

1977

IBM

Owner/Operator

1973 – 1975

Fashion Carriage, Porirua

- ⌘ Performing marketing and advertising
- ⌘ Monitoring and controlling stock levels
- ⌘ Establishing accounting systems and managing accounts
- ⌘ Managing a small staff and monitoring performance
- ⌘ Providing a high level of customer service

Owner/Operator

1970 – 1972

Shirtmaster, Lambton Quay

- ⌘ Performing tasks similar to above

Achievement

- ⌘ Increased stock turnover and raised net profit by 100% through advertising activities

Prior to 1970 held administration positions

Training

- | | |
|-------------|---|
| 1981 | Community Studies |
| 1985 | Diploma of Social Work
Victoria University of Wellington |
| 1987 | Communication Skills
Ross Callighan |
| 1993 | Understanding & Working with Historical Sexual Abuse
Central Institute of Technology
Judy McDougal |
| 1995 | Clinical Supervision
Central Institute of Technology
Roy Bowden |
| | Abnormal and Clinical Psychology
Central Institute of Technology |
| 1999 | Conflict Resolution Seminar
Dr Dudley Weeks |
| 2001 | DSAC – John Briere
A Modified Cognitive Behavioural approach to Acute Trauma |
| 2002 | Family Court Seminar
At Least Two Parents |

2003	NZAC – Professional Development Day
	DSAC – Constance Dalenberg Trauma, Betrayal, Stigma and Loss, Deepening Trauma Treatment.
2004	Professional Supervision Training. Instep - ACC
2004	Post Graduate Diploma in Child Mental Health School of Medicine, University of Otago
2005	Depression and Mood Disorders Dr. Grant Mullen Jubilee Resources
2008	Disassociated Identity Disorder and Ritual Abuse Dr. Tom Hawkins
2008	Introduction to Dispute Resolution 5 Day Programme AMINZ
	Equiped for Wholeness The Power of Forgiveness - Sue Adams Dissociation – Quinn Schipper – Author of Trading Faces
2009	
2009	Student Supervisor for Laidlaw Counselling Institute for 2009
2009	AMINZ Everything you tell me will be confidential except..... Philip Green
2009	AMINZ Working on Relationships – Frank O’Connor
2009	AMINZ How LEADR and AMINZ can better serve New Zealand Mediators - Geoff Sharp
2009 June	AMINZ – Working on an Educational Package with CEO and Vice- President of AMINZ on Mediation for Family Court Mediators
2009 October	LEADR - 5 day Mediation Training
2010 March	AMINZ – 3 day training in Family Mediation
2010 August	CBT with Kids and Families
2010 September	EAP Counselling – Working within the Constraints of Limited Sessions
2011 November	Critical Incident Stress Management - Seed
2011 November	NZAC Professional Development Day

2012 May	Introduction to Object Relations Therapy
2012 March	Live a Transformed Life Ministry Workshop
2013 April	NZCCA National Conference
2013 November	Elijah House Healing Ministry
2014 February	The Neuroscience of Anxiety Dr. Peter Rossouw
March 2014	3 Day Family Dispute Resolution - Leadr Family Disputes Resolution Mediator
16 May 2014	Psychodynamic Diagnostic Manual
7 April 2014	Fairway – Training. Family Dispute Resolution
16 April 2014	Men and Grief Margaret Alve.
25 July 2014	Psychodynamic Diagnostic Manual Part 2
12 September 2014	LEADR Fishbowl. Role Play
16 – 19 October 2014	Elijah House Healing Shame
22 October 2014	ACC ISSC System
18 October 2014	Trauma Training
4 October 2014	Stroke Awareness - Stroke Foundation
27 July 2014	Balint Training
20 – 23 April 2015	Cinergy Conflict Coaching
30 April 2015	Leadr Coaching
02 May 2015	Leadr Coaching
29 May 2015	NZCCA Training Day-Providing Safety for the Unsafe Client
2 June - 3 June 2015	Family Dispute Resolution Professional Development work Shop
12 June 2015	Leadr Role Play
8 July 2015	NZCCA Training

- 17 September 15 **Mediation Coaching**
- 17 September 15 **Wellington Support Group Leadr**
- 19 September 15 **Mediation Coaching**
- 12 October 2015 **My Training on FDR Changes to NZCA group**
- Reading **The Brain that Changes its self - Norman Doige**
The Brains way of Healing – Norman Doige
- 11 April 2016 **Introduction to Working with Clients with Sexual Violence**
Trauma

Memberships

- 2014 **Family Dispute Resolution Mediator**
- 2010 **Accredited as a Mediator for LEADR**
- 1993 **NZ Association of Counsellors**
- 1993 **NZ Christian Counsellors Association – Clinical Member**
- Field Work Training Associate**
 Urban Mission Studies NZ.
- 2001 – 2006 **NZ Association of Social Workers Inc.**
 Certificate of Competency.

Interests

- Music
- Floristry
- Gardening
- Family
- Walking