Samuel Quiles

Newark New Jersey

[SamuelQuiles1975@gmail.com](mailto:SamuelQuiles1975@gmail.com)

[Http://LinkedIn.com/in/Samuel-Quiles-3b28b7232](http://linkedin.com/in/Samuel-Quiles-3b28b7232)

Cell # (908)395-5571

**SKILLS**

Leadership, Mentorship, Scholarly Research, Organizer, Google Docs, Microsoft Word, Excel, PowerPoint, Communication, Bilingual English & Spanish, Problem Solver, Trauma Informed Care, Human Services, Health Counseling, People Management, Reporting and Analysis, Planning, Curriculum Development, Community Outreach, Data Entry

**EXPERIENCE**

## Case Manager for Newark Community Solutions (Alternative to incarceration program) Newark, NJ

October 2023-Present

* Developed and implemented comprehensive case management plans to address clients' needs and goals.
* Coordinated services with other agencies, community-based organizations, and health professionals to provide useful benefits to clients.
* Assisted clients in navigating legal, housing, and public benefits to gain access to valuable resources.
* Monitored client’s progress and tracked client services to provide crisis intervention.

**Substance Abuse Counselor(Bilingual) for People Helping People in Need, Irvington, NJ**

October 2023-Present

* Kept accurate and detailed records to track and document client progress.
* Supported and assessed clients struggling with addiction or relationship issues and devised strategies based on clients needs.
* Monitored client progress to make necessary adjustments for client success.
* Provide counseling and support to clients with substance abuse issues.

**Guest lecturer (Various) NJ**

October 2021-Present

* Guided class discussions to encourage debate and feedback among students.
* Collaborated with colleagues to address teaching and research issues.
* Sought ways to improve performance by reflecting on teaching design and delivery and obtaining and analyzing feedback.
* Prepared and delivered lectures to university students on criminal justice topics, the school-to-prison pipeline, retributive and restorative justice practices.

## Office of Violence Prevention and Trauma Recovery Outreach Worker, Newark, NJ

May 2023-Present

* Assist community members who have been victims of crime access resources that can help them heal and recover from the event.
* Promote and help organize events throughout the city that seek to equip residents with resources, provide a space for healthy leisurely activity, help curb community violence and educate community members as to their rights.
* Counsel young persons as to possibilities to their upward mobility that does not involve violence or crime. I do this as a credible messenger who understands the victim offender overlap.
* Manage caseloads while scheduling meetings with clients, rescheduling appointments, attending professional meetings, and documenting counseling sessions.
* Compile program participant data, write reports assisting in the development and implementation of innovative and comprehensive guidance counseling workshop activities.
* Communicate with the Medical Social Worker any problems or concerns about daily events of the facility via written correspondence and/or report on Outreach Worker/client engagement/interactions.
* Complete weekly reports on all client contact.
* Advocate for marginalized/stigmatized populations and provide non-judgmental support.

## Rutgers University Research Assistant for Disability Studies, Newark, NJ

February 2023-Present

* Assisted the Department in writing a Seminar Sawyer Grant proposal in disability studies.
* Researched how disabilities have been defined overtime and its connection to institutionalization, the school-to-prison-pipeline, special education and incarceration.
* Helped formulate topics for panel discussions and brainstormed on possible guest panelists who were credible to the topics being covered.
* Coordinated a visit to New York City’s Broadway Housing Communities, a place that treats those with disabilities in a restorative non conventional manner.

## Princeton University ASAP Course Developer, Princeton, NJ

June 2022-August 2022

* Assisted a University Professor of Classics plan an undergraduate class focused on justice that will run in tandem inside a prison facility and at Princeton University.
* Worked with Professor to craft syllabi while developing a set of best practice guidelines for teaching to justice-impacted populations.

## NJ-STEP Student Resource Manager, RUTGERS-Newark, NJ

Fall 2022-Spring 2023

* Assisted Professor who teaches in carceral spaces gather academic resources for students.
* Support new students navigate Google Docs, Word and effectively use Rutgers Canvas and Portal.
* Guest Lectured a class at Swarthmore College and at Rutgers University about the disconnect between criminal justice systems theories and its actual practice. Also, explained the liberating and transformative effect of Higher Education in prison programs.

**Student Advisor, RUTGERS Institute for the Study of Global Racial Justice, New Brunswick, NJ**

Fall 2022-September 2023

* Work collectively with Students, and Faculty across the Rutgers campuses of Newark, New Brunswick and Camden to address racial justice issues.
* Organized Youth Summit.
* Moderated a panel titled: Education not Incarceration.

# **EDUCATION**

## RUTGERS University-Newark, NJ

## *Bachelor’s Degree, Criminal Justice and Corrections*

January 2017-May 2023

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## Mercer County College

Associates Degree, Liberal Arts

2014-2017

**Princeton University , NJ**

*Aspiring Scholars* & Professionals Internship Program

June 2022-August 2022