

Stephen Foster
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EXPERIENCE

Board Member- On Our Own of Howard County, Columbia, MD September 2011-October 2012,
September 2013-Present
Member Representative.

- Inform fellow board members of client-member needs.
- Receive information from members of the center to help better advocate.
- Study and learn different documentation to better understand the financial piece of the organization.

On Our Own of Howard County, Columbia, MD May 2012 – October 2012
Co-Executive Director

- Coordinated with staff to oversee day to day operation of On Our Own of Howard County.
- Acted as a liaison and collaborator to the Board of Directors for On Our Own as well as the Mental Health Authority.
- Facilitated group sessions with consumers receiving services from On Our Own.
- Acted as a peer support counselor for the clients of On Our Own.
- Priced and purchased supplies needed to maintain the organization.
- Planned and facilitated staff meetings, and community meetings.
- Assisted with organizing office and consumer areas.
- Performed administrative functions, including but not limited to: faxing, typing, data entry, filing and answering phones.
- Assisted with payroll functions.
- Worked with other community organizations to provide outreach for clients of On Our Own.

Howard County Mental Health Authority, Columbia, MD October 2010-May 2014
Oversight Committee Member

- Collected data regarding processes of On Our Own of Howard County.
- Provided data and feedback to Mental Health Authority regarding financial concerns.
- Ensured that funds were being allocated and managed appropriately.

EDUCATION-TRAINING

Long Reach High School, Ellicott City, MD September 1998-May 2002

- High School Diploma

W.R.A.P(WELLNESS RECOVERY ACTION PLAN)

- Attended the WRAP class presented by On Our Own of Maryland
- Attended the WRAP facilitator training and obtained a certification from On Our Own of Maryland.

L.E.A.P(LEADERSHIP EMPOWERMENT ADVOCACY PROJECT)

- Attended and received a certificate of completion.

TELL YOUR OWN STORY TRAINING

- Attended and completed the training presented by On Our Own of Maryland.

EMOTIONAL CPR

- Attended and completed the training presented by On Our Own of Howard County and obtained certification.