

# Melissa Gutierrez

(305) 986-2243

m.gutierrez17@umiami.edu

## EDUCATION

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### Master of Science in Education

University of Miami  
Major in Mental Health Counseling

Coral Gables, FL

August 2019

### Bachelor of Science in Biology

University of Miami  
Minor in Psychology

Coral Gables, FL

May 2015

## PROFESSIONAL EXPERIENCE

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### Therapist

School of Education and Human Development, University of Miami  
Dr. Maite Mena, Educational and Psychological Studies Department

Coral Gables, FL

January 2020-Present

- Therapist for Computer Assisted Culturally Informed and Flexible Family-Based Treatment study (CA CIFTA) treating disadvantaged and underserved youth and families
- Provided individual therapy to Hispanic adolescents from the ages of 11-18 who engaged in self-harm
- Facilitated family therapy to improve family communication, relationship problems, and family functioning by mobilizing family protective/resiliency factors
- Conducted psycho-educational modules addressing a number of key topic areas (e.g., drug use, parenting, immigration, acculturation stress, self-harm, and depression)
- Implemented interventions such as Dialectical Behavior Therapy (DBT) skills and Motivational Interviewing

### Project Coordinator

School of Education and Human Development, University of Miami  
Dr. Maite Mena, Educational and Psychological Studies Department

Coral Gables, FL

October 2019-Present

- Coordinated the implementation of SBIRT (Screening, Brief Intervention, Referral to Treatment) in 5 Miami Gardens based community agencies to identify and intervene with those who may be at moderate or high risk for substance use
- Assisted in forming implementation teams at organizations serving primarily vulnerable minority, low income populations of ages 12 and up
- Collaborated with Dr. Mena in conducting staff training at each organization including SBIRT and procedures for implementation
- Developed tailored SBIRT implementation plans for each agency (protocol, workflow analysis, data collection processes)
- Generated coaching and supervision plans at each organization
- Reported on project progress at monthly meetings with the Live Healthy Miami Gardens sub council

## **Research Coordinator**

Psychology Department, University of Miami  
Dr. Rebecca Shearer, Child Division

**Coral Gables, FL**  
June 2017-October 2019

- Lighthouse for the Blind Early Learning Center for Children July 2017- October 2019
  - Lead teams of 17 undergraduate students and presented the project to conduct observations of children and teachers
  - Managed and coordinated evaluation data collection with center
  - Supervised data entry and data verification of 15 undergraduate research assistants
  - Facilitated teacher and parent focus groups to assess self-efficacy of parents
  - Observed visually impaired children and teachers in classrooms using the Individualized Classroom Assessment Scoring System to examine children's engagement in the classroom
  - Transcribed, annotated, and coded video-recorded sessions using consensual qualitative coding
  - Conducted the Classroom Assessment Scoring System observation to assess the quality of teacher-child interactions in the classroom
  - Prepared final data files for data analyses
  - Conducted analyses to evaluate the program and assisted in writing evaluation report for the funders
  
- Pyramid Model Project June 2017- August 2018
  - Assisted in evaluating whether the Pyramid Model program implemented in high poverty neighborhoods impacted teacher and parent practices that promote children's social emotional development
  - Participated in the consenting process and project presentation to parents and teachers
  - Supervised data collection, data entry, and database management
  - Managed a team of research assistants during data collection and throughout data entry in the lab
  - Conducted Teaching Pyramid Observation Tool assessment to assess teacher use of social emotional strategies
  
- Quality Counts Project June 2017-July 2018
  - Coordinated and managed data collection and analysis systems in support of research protocol for Quality Counts, an organization that supports and assesses classroom quality in preschools in Miami-Dade County
  - Conducted a review of the literature on Quality Rating and Improvement Systems in Early Childhood Programs
  - Transcribed and analyzed qualitative data on program director responses concerning the efficacy of the Quality Counts program's components and supports
  - Developed surveys using Qualtrics of teacher's responses concerning the program's effectiveness in coaching

**Research Assistant**

Psychology Department, University of Miami  
Dr. Rebecca Shearer, Child Division

**Coral Gables, FL**  
November-June 2017

- Evaluated the social emotional adjustment and school readiness of preschoolers in Head Start classrooms
- Observed interactions between children and teachers using a coding system that examined negative and positive behaviors of children
- Supervised data collection, data entry, and database management
- Developed protocol for collecting video data in classrooms
- Cooperated in the delivery of information to early childhood programs to support more adaptive strategies and successful learning to low-income children in the classroom

**High School Teacher and Advisor**

Betesda Christian School, Humanities Department

**Opa locka, FL**  
August 2015-June 2016

- Facilitated learning for students with troubled backgrounds by modifying curriculum to meet individual needs
- Mentored high school students with social, emotional, and learning disabilities using interpersonal and environmental awareness
- Advised in career and lifestyle issues students faced
- Communicated motivational speeches on a bi-weekly basis to student body while implementing oral and communicative skills

**CLINICAL EXPERIENCE**

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**Intern Therapist**

Institute for Individual and Family Counseling, University of Miami

**Coral Gables, FL**

August 2018- August 2019

- Conducted therapeutic individual sessions with children, adolescents, and young adults
- Worked with clients with various presenting concerns, such as depression, anxiety, behavioral and trauma.
- Observed and monitored client behavior and responses to treatment
- Determined which therapies and interventions were appropriate for different clients
- Developed and wrote progress notes, diagnostic summaries, and treatment plans

**Intern Therapist**

Mailman Center for Child Development

**Miami, FL**

August 2018-August 2019

- Conducted on-site therapy within child care centers with children ages 2-5 at risk for behavioral and emotional difficulties
- Facilitated individual parenting sessions to provide psychoeducation and skills for parents to promote child's emotional well being
- Initiated teacher consultations to assess children's progress and provide resources to build the social-emotional skills of children

## **VOLUNTEER AND COMMUNITY SERVICE EXPERIENCE**

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### **Youth Director**

Centro Cristiano Internacional, Youth Department

**Medley, FL**

July 2012- Present

- Mentored 35-40 adolescents from various nationalities and backgrounds
- Facilitated multicultural relations by mediating interactions between diverse groups and age groups in the organization
- Advised adolescents in spiritual, academic, and personal daily life issues

### **Volunteer Abroad**

Missionary Trips

**Havana, Cuba** October 2018; July 2019  
**Siguatepeque, Honduras** Summers 2011-2012

- Helped in community development in impoverished areas of Honduras and Cuba
- Provided clothing, supplies, food and water to low income children and families
- Arranged workshops to improve emotional health and lifestyle
- Learned customs and cultural practices in Hispanic communities

## **PRESENTATIONS AND PUBLICATIONS**

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Bailey, J, Shearer, R, Futterer, J, **Gutierrez, M.** It's Playtime!: Parent Reported Peer Play Skills in the Home Context and Preschool Learning Outcomes. Poster presented at: SRCD 2019. Society for Research on Child Development; 2019 March 21-23; Baltimore, MD.

## **CERTIFICATIONS AND SKILLS**

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- **Languages:** Fluent in Spanish
- **Technical Skills:** Proficient in Qualtrics, Proficient in Filemaker
- **Certifications:** In a variety of Assessments
  - Preschool CLASS (Classroom Assessment Scoring System)
  - Toddler CLASS (Classroom Assessment Scoring System)
  - TPOT (Teaching Pyramid Observation Tool)
  - InCLASS (Individualized Classroom Assessment Scoring System)
  - DECA (Devereaux Early Childhood Assessment)
  - PSRA (Preschool Self-Regulation Assessment)