



CITY OF WINSTON-SALEM
MAYOR PRO TEMPORE

CITIZEN APPLICATION FOR
COMMUNITY APPEARANCE

Name: Tasia S. Wilson Race: Black

Gender: male female Birth date: 8/4/80 E-mail: tasiadegmail.com

Home Phone: 336-419-7599 Daytime Phone: 336-419-7599 Fax: 336-917-6057

Home Address: 291 Kendall Dr. Winston Salem, NC 27107

Do you live within the City Limits of Winston-Salem? (check one): Yes No

Do you live within the County of Forsyth? (check one): Yes No

Current Occupation/Title: Special Grant Specialist

Employer/Business Name: Housing Authority of WS

Business Address and Zip: 500 W. 4th St. Suite 300, Winston Salem, NC

Supervisor Name: Romonda Gaston Telephone: 336-917-6100

Education: High School College Graduate School Other

Degree/Subject of Study: Bachelor of Social Work

School Name/Years Attended: Winston Salem State Univ 2012-2015

BOARD/COMMISSION APPLYING FOR (list one): Community Appearance Comm.

List the Board or Commission you currently serve and your term expiration date. Forsyth County Nursing Home Advisory Committee / March 2020

Why are you interested in serving on the Board/Commission you are applying for? I would like the city where I live to be a clean + beautiful place to live. I would enjoy contributing to the effort.

Are you willing to serve on any other Board/Commission? Please list: Yes, Any board

Are you interested in serving in any other community volunteer activities? Yes

Interest/Skills/Areas of Expertise/Professional Organizations

Social Justice, Community Involvement, Member of NAACP, Order of Eastern Star, NS Ambassador, WSSU Alumni Assoc, Nursing Home Community Advisory Committee

List two personal references below.

Name: Tonya McDaniel Daytime Telephone: 336-926-8945

Address: P.O. Box 21142 Relationship: Friend

Name: Romanda Gaston Daytime Telephone: 336-917-6100

Address: W. 4th St. Relationship: Director

AFFIRMATION OF ELIGIBILITY

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes No If yes, explain complete disposition. _____

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee to a Board/Commission?

Yes No If yes, explain _____

I understand this application is public record, and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement or conduct will be cause for my removal from any board or commission.

Signature of Applicant: Tasia S. Wilson Date: 4/9/19

RETURN COMPLETED FORM TO:

City Secretary's Office, P. O. Box 2511, Winston-Salem, NC 27102 Telephone: 336-727-2224 Fax: 336-727-2880

Tasia Simon Wilson
291 Kendall Dr.
Winston Salem, NC 27107
tasiad@gmail.com
336-419-7599

OBJECTIVE

Hard working Social Worker with proven leadership and organizations skills.

EDUCATION

Winston Salem State University, Winston-Salem, NC, May 2015

Bachelor of Science; Accredited Social Work program

Forsyth Technical Community College, Winston-Salem, NC, 2010 & 2012

Associate of Arts, Outpatient Billing Certificate, Associate of General Education

Medication Aide Certificate, Pharmacy Technician Certificate

WORK EXPERIENCE

Special Grant Specialist

05/2018-Present, Housing Authority of Winston Salem, Winston-Salem, NC

- Process monthly invoices for third party agencies.
- Develop and maintain tracking of special program funds to ensure funds are properly expended. Make recommendations based on tracking.
- Order supplies and processing purchase orders.
- Maintains good working relationship with participants, owners/landlords, and community agencies.
- Runs an array of month end reports and confirms all revisions.
- Maintain and ensure payment of Portability clients.

Housing Choice Voucher Specialist

08/2017-Present, Housing Authority of Winston Salem, Winston-Salem, NC

- Interviews and confirms Section 8 participants continued eligibility for assistance.
- Schedules and maintains caseload of approximately 600 families for annual re-exams, interim changes, and rent increases.
- Calculates income, deductions, rent and utility assistance for clients
- Performs miscellaneous typing, filing and other related duties as requires by Supervisor.
- Processes 50058's for submission to HUD. Maintains hard copies of 50058's and notices of change. Mails notices to participants and owners.

Director of Social Work

05/2016- 06/2017, Maple Grove Health and Rehab, Greensboro, NC

- Plan, develop, organize, implement, evaluate, and direct the social service programs of the facility including patient interviews and pre admission conferences.
- Develop and maintain a good working rapport with facility departments and outside community health, welfare and social agencies to assure that programs meet the needs of the residents. In addition, communication with patients, physicians, physician office staff and insurance companies.
- Evaluate resident needs on admission through the completion of a social history, assessment and discharge plan. As well as complete required charting.

- Coordinate care management through social work care plan involving resident/family and assessments.
- Handles patient inquires, problem and grievances and make necessary written reports to the Administrator
- Work with emotional issues including assisting resident/family with anxiety and stress caused by illness and admission to the facility by utilizing resources and service delivery.

Assistant Property Manager/Crystal Towers & Townview

08/2015- 05/2016, Housing Authority of Winston Salem, Winston-Salem, NC

- Provide services to the Housing Manager including but not limited to: composing correspondence, maintaining files, compiling data needed to generate reports using Word and Excel and managing community office in the absence of Housing Manager.
- Serve as a liaison to aid in finding solutions that address personal social and environmental challenges that elderly, disabled, and oppressed populations face.

Certified Nursing Assistant/Medication Aide

10/2009 – 6/2015, Blumenthal Nursing and Rehab, Greensboro, NC

- Provide personal attention for patients that are conducive to recovery by providing assistance with activities of daily living: bathing, shaving, mouth care, skin care and progressive mobility.
- Address patient's quality of life issues in relationship to nutrition/hydration/elimination by: providing assistance with meal set-up and/or feeds patients as needed, distributing nutritional supplements and snacks according to patients plan of care, monitor and document intake and output accurately and notifying RN staff of observations as appropriate Compile, maintain and update resources and lists of service providers in the community, for referral of clients.

SKILLS

Microsoft Word	Microsoft Excel	Microsoft PowerPoint	Microsoft Access
Type 40 wpm	Yardi	Enterprise Income Verification	
Visual Homes	Point, Click, Care	ProviderLink	Notary

ORGANIZATIONS

- President of WSSU Social Work Club- 2014-2015
- Advisory Board Member of WS Ambassadors - Present
- Member of Nursing Home Community Advisory Board-Present
- Member of WS NAACP- Present
- Member of WSFC Continuum of Care/CIC- Present
- Member of the Order of Eastern Stars- Present
- Member of Winston Salem State Alumni Association- Present