

Tom Farley

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Homelessness Case Manager I

Community Organization | Resourcing | Interpersonal Communication

Aspiring social worker with passion for improving lives experiencing homelessness. Proven administrative skills with case management experience. Known for being highly organized, leveraging empathy along with determined energy to help people achieve their goals. Phi Beta Kappa and Magna Cum Laude college graduate with knowledge of economic drivers of poverty.

Community Organization: Organized a crowd funding campaign raising over \$40k for homelessness recovery resources

Resourcing: Knowledge of and leveraged Santa Clara County homelessness resources to procure vital housing & medical

Customer Service: Efficient problem solver valued for effective communication with over 400 students and 35 teachers

Relevant Experience

INDEPENDENT CASE MANAGEMENT, **Case Manager** –*Palo Alto, CA* 11/2020-Present

- Organized and managed a GoFundMe campaign raising over \$40k to help procure vital homelessness resources
- Assisted and resolved resourcing issues, obtained Medi-Cal insurance, General Assistance, and CalFresh benefits
- Networked with family members, close friends, benefactors, and local service providers to build a support network
- Maintained empathetic but strong personal boundaries to ensure best possible assistance

NEW MOZART SCHOOL OF MUSIC, **Administrative Coordinator** –*Palo Alto, CA* 01/2020-11/2020

- Built and maintained effective relationships while communicating directly with 400+ students and 35 teachers
- Used knowledge of school policies and administrative procedures to solve client and teacher scheduling conflicts
- Organized scheduling and communication systems that improved school efficiency and increased productivity

Education

B.A. Economics, Minor in Arts, Technology, and Multimedia, Willamette University Degree 2019

Phi Beta Kappa, Magna Cum Laude, GPA 3.9/4.0

Relevant Courses: Economics of Race and Gender, Microeconomics, Macroeconomics

Awards:

Richard M. Gillis Senior Award in Economics, 2019

Outstanding Student Award for Musicianship and Service, 2018

Charles D. Allis Award in Economics, 2017

Leadership Experience:

LEUKEMIA AND LYMPHOMA SOCIETY, **Event Coordinator** –*Salem, OR* 08/2018-5/2019

- Coordinated the tasks of 50 fraternity members to raise over \$10k for Leukemia and Lymphoma Society
- Secured fundraising with effective communication with business sponsors and campus organizations

GREEN FUND COMMITTEE OF WILLAMETTE UNIVERSITY, **Treasurer** –*Salem, OR* 08/2016-05/2017

- Supervised and tracked project expenses for 20 sustainability project managers for \$100k fund
- Collaborated with 6-person committee and supervisor for educated funding decisions
- Created reimbursement processes that increased project funding resources within university accounting office