

# GINA M. MAGUIRE, MSW, LSW

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## AREAS OF EXPERTISE:

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COUNSELING – RESEARCH - ORGANIZATION OF DATA – COMMUNITY OUTREACH – SUPERVISION & MANAGEMENT OF STAFF– TRAINING & MENTORING – BIOPSYCHOSOCIAL ASSESSMENTS – ORGANIZING & FACILITATING EVENTS – HIPAA COMPLIANT – CROSS-FUNCTIONAL TEAMWORK – GRANT WRITING

## PROFESSIONAL EXPERIENCE

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**THE RICHARD STOCKTON COLLEGE**, Galloway Township NJ Fall 2012- current

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**ADJUNCT INSTRUCTOR GERO2107: AGING & HEALTH AND GERO 1100: INTRODUCTION TO GERONTOLOGY**

- Developed syllabi and curriculum for the course, including textbook choices; Promote student centered learning
- Produce Power Point presentations, hand outs, activities and exams; Facilitate intergenerational class activities
- Maintain confidentiality while modifying class, testing and assignments for students with 504 plans

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**THE STOCKTON CENTER ON SUCCESSFUL AGING** – Galloway Township, NJ 2007-2008, 2011 to Present

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**GRADUATE INTERN: 2011/12 ACADEMIC YEAR, PLACED BY MONMOUTH UNIVERSITY'S SCHOOL OF SOCIAL WORK**

- Provide individual and couples counseling to older adults
- Organized and facilitate reminiscence/ autobiography group with older adults called Time to Tell
- Assist with planning, facilitating and organizing events, particularly 2012 Festival on Aging
- Training of older adults in Posit Science Computer Brain Training
- Drafting press releases; Assisted in editing of newsletter
- Complied/ analyzed survey results for dissemination to Older American Act representative
- Researched for several textbooks (pending publication by L. Cox and C. Gayda) in areas of military, health and mental health, social work advocacy, depression of older adults and the anniversary reaction to death
- Helped Monitor/Adjunct April- May 2012 for GERO1100-02 Introduction to Gerontology class

**UNDERGRADUATE RESEARCH ASSISTANT: 2007/08**

- Assisted with Mission Nutrition Planning Grant from U.S. Administration on Aging in collaboration with New Jersey Department of Health. Co-authored "*Senior Nutrition Programs: Promising Practices for Diverse Populations*"

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**BARNEGAT TOWNSHIP SCHOOLS** – Barnegat, NJ 2010 to 2011

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**SOCIAL WORK INTERN, CASE MANAGER & CHILD STUDY TEAM MEMBER**

- Provided individual and group counseling to special education students
- Managed special education caseload with supervision, including Crisis Management
- Participated in I&RS, 504 Plans, IEP and parental concern meetings; Experienced in writing IEPs
- Conducted Social Assessments, Functional Behavioral Assessments including interviews, observations and reporting in Head Start, the grammar and middle schools

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**ALL-CARE PHYSICAL THERAPY**, Whiting, NJ 2008 to 2010

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**BILLING DEPARTMENT SUPERVISOR**

- Supervised Billing Department and satellite office receptionists
- Consistently improved insurance reimbursement percentages
- Medicare, Insurance company and attorney liaison; ICD-9 and CPT code proficient
- Developed and implemented the Insurance Department Procedures Manual as well as training department employees
- Reported directly to Operations Manager and owners

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**SEACREST VILLAGE**, Little Egg Harbor, NJ Summer 2008

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**ASSISTANT** - Assisted Occupational Therapist in daily duties, evaluations and treatments for elderly clients

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**GENERATIONS ADULT MEDICAL DAYCARE**, SOMERS POINT, NJ Summer 2007

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**ASSISTANT** - Assisted Social Worker on home visits, intakes and evaluations; Aided Activities Director

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**WHARFSIDE CHIROPRACTIC CENTER**, Forked River, NJ 1995 to 2007

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**PRACTICE MANAGER (7/2001 - 8/2007)**

- Involved in all aspects of business management; Reported directly to owner
- Supervised front desk staff as well as insurance department staff
- Responsible for employee morale, grievances and discipline, as well as training, orientation and supervision
- Administration and implementation of organizational policies, procedures and operations
- Developed and organized fundraisers for the benefit of the Susan G. Komen Foundation & Shriner’s Childrens Hospitals

**BILLING MANAGER (9/1997 - 7/1999)**

- Managed billing for commercial insurances, PI claims WC claims and patients; including Collections processes
- Maintained pre-certifications and authorizations; Attorney and physician liaison
- Supervised insurance department

**INSURANCE ASSISTANT (9/1995 - 9/1997)**

- Assisted Billing manager

**CHIROPRACTIC ASSISTANT (1/1995 - 9/1995)**

- Assisted doctor with patients, routing and patient relations ; Front desk coverage

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**EDUCATION**

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**MASTERS OF SOCIAL WORK (MSW), MONMOUTH UNIVERSITY, WEST LONG BRANCH, NJ**  
**GPA: 3.99    CONCENTRATION: CLINICAL PRACTICE WITH CHILDREN AND FAMILIES    2012**  
**SPECIFIC COURSES/STUDIES IN DOMESTIC VIOLENCE INCLUDING PTSD AND IN AGING**

**BACHELOR OF ARTS IN SOCIOLOGY & ANTHROPOLOGY (BA), RICHARD STOCKTON COLLEGE, POMONA, NJ**  
**GPA 3.96    CONCENTRATION: GERONTOLOGY    2008**

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**HONORS & ACCOMPLISHMENTS**

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- 10/ 2012**    **Elder Abuse Article published in NASW Focus, co-authored with E. Bloom & K. Accisano**
- 2012**        **Invited student representative at the Monmouth University MSW Open Houses**
- 2012**        **Full Scholarship from Monmouth University to NASW NJ Annual Conference**
- 2011**        **Inducted into Mu Epsilon, Phi Alpha Honor Society, Monmouth University**
- 2010-2012**    **Graduate Academic Fellowship, \$3700.00 per semester, Monmouth University**
- 2007-2008**    **Dean’s List, Richard Stockton College**
- 2007-2008**    **\$15,000 Scholarship from the Clifton Veteran’s Building Association**

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**MEMBERSHIPS & AFFILIATIONS**

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- 2011-2013**    Member, NASW  
 Member, NASW Membership Committee  
 Member, MuEpsilon, Phi Alpha Honor Society
- 2012**        Charter Member & Co-Chairperson, NASW Student Unit at Monmouth University