

RESUME

E. Denise Simmons
176 Brookline Street
Cambridge, Mass. 02139
(617) 876-4588

w. 494-4319
EMPLOYMENT RECORD:

- 11/78-Current Adult Mediation and Restitution Program
Trial Court/ 40 Thorndike Street, Cambridge
Supervisor: Gary Phillips
Position : Vocational Resource Developer/Assistant
to Mediator Coordinator
Duties: Supervision, Vocational Assessment,
Counselling, Job Development, Data
Collection, and Monitoring Restitution
and program compliance.
- 10/79-Current
Part-time Middlesex Community College
Continuing Education Program/ Bedford Mass.
Supervisor: Dr. Haywood Williams
Position : Counsellor
Duties : To assist Continuing Ed. Students in
course selection and degree preparation.
- 9/77-6/78 University of Massachusetts Harbor Campus
Co-operative Child Care Center
Supervisor: Debbie Myers
Position : Teacher
Duties : Maintain healthy educational setting for
children 3 months to 5 years.
- 9/76-1/77 University of Massachusetts Harbor Campus
Vocational Counselling Office
Supervisor: Mary Winslow
Position : Advisor
Duties : Advising Juniors and Seniors in selection
of Law schools, and to assist them with
lawboards, financial aid and the admissions
process, also coordination of recruiting
workshops.
- 9/75-5/76 KLH Child Development Center
136 Magazine Street, Cambridge
Supervisor: Paula Suvanto
Position : Kindergarten and Curriculum Development Asst
Duties : Construction of educational program.
- 9/74-5/75 University of Massachusetts Harbor Campus
Concerned Blacks Students, Students Information
Supervisor: William Bailey
Position/Duties Coordinating all financial aid info
including work-study, time sheets, checks
and scholarships, also recruitment of
minority students.

RESUME
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E. Denise Simmons

INTERNSHIPS/RELEVANT EXPERIENCE

- 5/79 Trained Mediator/Community Dispute Service
American Arbitration Association
- 9/78-8/79 Access Hotline Cambridge Mass.
Position: Counsellor
- 11/77-12/77 Alcohol Abuse Training Seminar
- 5/78-10/78 W.O.R.C. Juvenile Restitution Program/ Trial Courts
Director/ Supervisor: Randall White
Position/ Duties: Assisting resource developers in
placements and monitoring of juvenile
offenders.
- 5/78-10/78 Trial Court , Commonwealth Third Eastern Division
Juvenile Probation
Supervisor: John McGonigle
Position/Duties: Asst. Probation Aide; Conduct home visits
write social histories, and present
social histories to assessment panel
- 9/77-5/78 Trial Court, Commonwealth Third Eastern Division
Adult Probation
Supervisor James O'Donnell
Position/Duties: Asst. Probation Aide, Assessment, intake
write social histories, and present social
histories to assessment panel.
- 9/76-1/77 Massachusetts General Hospital
Supervisor: Elizabeth Blackman
Position/Duties: Gynecological Assistant
- 9/75-5/76 Boston City Hospital
Supervisor: Carolyn Weeks
Position/Duties: Lead Paint Poisoning Screener
- 9/74-5/75 Columbia Point Mental Health Center
Supervisor: Debbie Peterson
Position/Duties: Counselor; Working with adolescent girls
in the Columbia Point Housing Project

EDUCATIONAL BACKGROUND

- 6/78-6/79 Antioch University/Yellow Springs, Ohio
Degree: Master of Education
Field : Human and Social Service
- 9/74-5/78 University of Massachusetts
Degree: Bachelor of Arts
Field : Sociology

REFERENCES FURNISHED ON REQUEST



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139

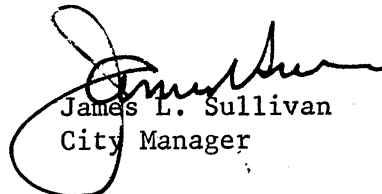
EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

January 14, 1980

To the Honorable, the City Council:

Please be advised that I have appointed Ms. Denise Simmons
of 176 Brookline Street, Cambridge, as the Executive
Director of the Civic Unity Committee, effective immediately.
Enclosed please find a resume of Ms. Simmons.

Very truly yours,



James L. Sullivan
City Manager

JLS/b

Agenda #9

A-7

Appointment of Ms. Denise Simmons as the
Executive Director of the Civic Unity Comm.

In City Council,
January 14, 1980

1/14/1980

Placed on File -