

Application Form

Profile

Melinda

First Name

K

Middle Initial

Hawkins

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

County Voting District/Municipality

☒ District 4

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Department of Family and Children Services Board: Submitted

Employment/Business History

Effingham County School System

Employer

Occupational Therapist

Job Title

Number of Years

25

Employer Address

405 N Ash Street Springfield Georgia

Responsibilities

I am the Department Head for the OT and PT department. I help students with disabilities access and participate in their educational program. I address the functional skills students need to participate in school by evaluating and identifying their needs, developing IEPs and educational plans, providing therapeutic intervention and treatment, collaborating with teachers and other professionals, and supervising and directing COTAs.

Civic/Volunteer Experiences

Why are you interested in serving on a board or commission?

My husband and I are certified to care for foster kids in our home. We have volunteered at the Truetlen House, and I have served on their board. I am passionate about supporting kids who need therapeutic interventions and advocating for their overall development. Serving on this board would enable me to continue to support and advocate for the children in our county.

Please provide information about your previous civic/volunteer experiences, including organization(s), years of association, position(s) of leadership, and responsibilities.

Treutlen House Board: 2 years Children's Director Connection Church RH: 3 years Booster Club President-EMS: 2 years Booster Club ECHS Baseball Co-chair: 4 years Booster Club ECHS Soccer President: 2 years

[Melinda_Hawkins_Resume.docx](#)

Upload a Resume

Education History

High School

Victory Baptist Christian School

Trade/Vocational

Occupational Therapist

College

Medical College of Georgia

Graduate/Post-Graduate

Professional Affiliations/Certifications

Sensory Integration Board Certified NTDC Certified through Families 4 Families

What are your areas of expertise you feel would be beneficial to this organization?

I have been a pediatric Occupational Therapist for 26 years. We have been foster parents and have had a variety of foster children in our home.

Do you have skills in any of these areas?

- ☒ Advocacy
- ☒ Strategic Planning

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Ethnicity

☒ Hispanic

Gender

☒ Female

06/08/1976

Date of Birth

MELINDA KIM HAWKINS

366 Half Moon Road, Rincon, Georgia 31326

Phone: (912) 547-4389

E-mail: mhawkins@effingham.k12.ga.us

EDUCATION

University of South Carolina - Aiken | Aiken, SC August 1994-May 1996 *Undergraduate Studies 4.0*

Medical College of Georgia | Augusta, GA August 1996 -May 1998 *Bachelor of Science in Occupational Therapy, Magna Cum Laude*

Sensory Integration and Praxis Certification (SIPT) | Atlanta, Georgia and San Francisco, California 2005-2007

EMPLOYMENT EXPERIENCE

West Rehab Services | Rincon, Port Wentworth, Savannah, and Hinesville, GA 1998-2000 •

Assumed full caseload of pediatric and adult populations in the outpatient setting serving families of the Effingham, Chatham, and Liberty counties

- Administer and interpret evaluations and standardized assessments
- Develop patient-centered goals and plans of care to address patient needs for the adult population: pediatric autism spectrum disorder, cerebral palsy, developmental delay, Down syndrome, spina bifida, neurodegenerative diseases, primitive reflex retention, sensory processing disorder, and more to promote utmost functional independence and occupational performance
- Create unique and engaging interventions targeting fine motor, visual motor, self-care, emotional regulation, and sensory modulation skills
- Collaborate with families and caregivers to provide strategies and education for at-home carryover
- Collaborate with multidisciplinary care team consisting of SLPs and PT

Memorial Health Children's Hospital of Savannah | Savannah, GA 2000-2001 • Assumed full caseload of pediatric populations in the outpatient and inpatient settings in the Greater Savannah area

- Administered and interpreted standard evaluations and re-assessments for pediatric populations (Peabody Developmental Milestone Scales, 3rd Edition).
- Determined appropriate plans of care catered to address patient goals and needs to achieve occupational independence
- Planned and executed creative treatment sessions addressing developmental milestones for pediatrics with autism spectrum disorder, Down syndrome, cerebral palsy, developmental delay, neurodegenerative diseases, and feeding deficits
- Maintained positive communication with caregivers and fellow SLP and PT providers

Effingham County School Systems | Springfield, Rincon and Guyton GA 2001-present * Assume a full caseload of pediatric population in the school setting serving students in Effingham County.

* Administer and interpret evaluations and standardized assessments

* Assess students' abilities and needs, often as part of an Individualized Education Program (IEP) or 504 plan.

* Collaborate with teachers, school psychologists, speech-language pathologists, and parents to set measurable, student-centered goals that align with the IEP

* Provide direct and indirect interventions to improve: fine and gross motor skills (e.g., handwriting, coordination), sensory processing and regulation, cognitive and executive functioning, activities of daily living (ADLs), and social participation and play skills

* Adapt the learning environment and materials to reduce barriers, such as adjusting classroom or desk setups, recommending assistive devices or learning materials, and creating quiet or structured spaces for students with sensory needs

- * Train teachers and support staff on strategies to support the student's needs, advocate for appropriate educational approaches, and promote inclusion
- * Provide recommendations for home-based activities and strategies to reinforce skills learned at school
- * Fulfill Department Head responsibilities

Additional Credentialing and Certifications:

- * Physical Agent Modality (PAMS)
- * Therapeutic Listening
- * Beckman Oral Motor
- * Handwriting/Learning Without Tears
- * Social-Emotional Learning
- * M.O.R.E.(Integrating the Mouth with Sensory and Postural Functions)