

# Anderline Bredy

4468 International Court G72, Berrien Springs, MI 49103  
203-522-3633 [Derline004@gmail.com](mailto:Derline004@gmail.com)



## QUALIFICATION PROFILE

- Background as Women's Group Leader, Youth Ministry Leader, Sabbath School Teacher with additional experience in finance, early childhood developmental psychology and social work.
- Multilingual: English, French and Haitian Creole.

## EDUCATION

- 2015-2019     **Master Degrees** in DIVINITY and SOCIAL WORK, Andrews University
- 2000-2004     **Bachelor Degrees** in ENGLISH and PSYCHOLOGY, Amherst College  
Wolf Scholar

## EMPLOYMENT

- 2018-present     **Family First Worker, Lewis Cass Intermediate School District**  
Benton Harbor, MI
- Utilize the Family First Model of intensive, short-term crisis intervention and family education services in home for four to six weeks
  - Provide accessibility to families 24 hours a day, seven days a week.
  - Assist families by teaching, modeling and reinforcing parenting skills and psychosocial education including Cognitive Behavioral Therapy.
  - Provide trauma-informed services and advocate for families with open Child Protective Services cases
- 2017-2018     **Child Advocate, Child & Family Services of Southwestern Michigan, Inc.**  
Benton Harbor, MI
- Reported directly to Director of Child & Family Services of Southwestern Michigan and Safe Shelter Supervisor
  - Researched trauma-informed services and developed child advocacy manual
  - Collaborated with multidisciplinary team to support client empowerment.
  - Performed duties of Resident Advocacy including crisis advocacy, personal advocacy, preparation and maintenance of documentation
- 2017- 2018     **Sr. Project Manager, Aspire Business Network, LLC.**  
Niles, MI
- Reported directly to CEO of Aspire Business Network
  - Developed and delivered a project management program for daily operations management
  - Developed appropriate strategies for achieving goals including best practices for performing all the tasks
  - Identified all the internal and external resources for project progress and targets.
  - Established connection with technological resources to increase productivity.
- 2017- 2017     **Pastoral Ministry Intern, Andrews University/ Church in the Valley**  
Berrien Springs, MI/ Langley, British Columbia
- Pastoral care and outreach to seminary families with First the Blade.
  - Facilitated opportunities for spiritual growth through one-one counsel, marriage seminars, children's workshops and distributing educational scholarship
  - Strategized and executed multicultural outreach and communications to Muslim.
  - Engaged community development and outreach to non-Adventist family through the Acts of Kindness' Extreme Home Repair program and public-school ministry with the Breakfast Club.
- 2015- 2017     **Graduate Assistant, Andrews University**

Berrien Springs, MI

- Reported directly to Director of Music & Worship for Center of Youth Evangelism
- Implemented and maintained numerous marketing strategies and contacts
- Report directly to Sr. Editor of Journal of Christian Applied Leadership
- Established, organized, and maintained subscription customer data system.

2008-2015

**Senior Administrative Professional, Yale University**

New Haven, CT

- Member of Operating Group (OG) and Expense Management Systems Special Interest Group (EMS SIG).
- Reported directly to Administrator, AVP, and other university officers, with limited supervision, and exercised independent judgment and initiative.
- Implemented and maintained numerous activities, operations and special projects.
- Liaised and coordinated with multiple administrative and academic offices.
- Established, organized, and maintained accurate paper and electronic filing systems.
- Collected project updates; prepared and maintained documentation, reports, and presentation.
- Performed other duties and responsibilities as necessary to support the mission of the Associate Vice President and the mission of the Financial Planning & Analysis Office of Yale University.

2007-2008

**Mortgage Processor, Platinum Mortgage, LLC.**

Trumbull, CT

- Interviewed applicants, priced, placed and processed loans.
- Maintained Administrative duties such as filing, database entry, and calendars.
- Offered quality customer service and conflict resolution.
- Calyx Point, Microsoft Office, and Excel usage.
- Lateral move due to downsizing and continuation of professional experience.

2006-2007

**Loan Officer and Mortgage Processor, Freedom Financial, LLC.**

Stratford, CT

- Maintained Administrative duties such as filing, database entry, and calendars.
- Processed and closed over 50 mortgage loans.
- Processed all new leads and customer service calls.
- Responsible for Executive Assistant and branch management duties.
- Financial Database entry and Accounts receivable.
- Start-up Company seeking to address applicant retention and loan placement effectiveness.

2005-2006

**Executive Administrative Assistant and Registrar, Training Direct LLC.**

Bridgeport, CT

- Collaborated directly with CEO of company and management team.
- Processed all new leads and Certified Nurse's Aide applications.
- Coordinated training with hospital sites and American Red Cross and assisted in job placement.
- Managed currency transactions and general account receivables transactions.
- Collaborated on retention, adult education paradigms and job placement effectiveness.

2004-2005

**Early Childhood Educator/Harris Fellowship of Yale Child Study Center and Calvin Hill Daycare Center**

New Haven, CT

- Facilitated blends of educational and clinical perspectives.
- Collaborated on models of early childhood education program and clinical child psychiatry.
- Processed and diagnosed with Yale Child Study clinicians and Social workers.
- Organized and maintained the processes of clinical referrals and diagnostic assessment AND State Benchmarks.
- Internship to further studies in psychology and English.

**PROFESSIONAL DEVELOPMENT & COMMUNITY ENGAGEMENT**

- 2015-2018 Seminary Worship Committee (Chaplain)
- 2016-2017 Music & Worship Committee (Student Rep)
- 2016-2017 Haitian American Graduate Student Association (President)
- 2016-2016 Seminary Disciplinary Committee (Student Rep)
- 2017-2018 Fitness for Ministry Committee (Student Rep)
- 2017-2018 Seminary Student Forum (Secretary)
- 2017-2017 Adventist Conference on Family Research & Practice (presenter):  
“Beyond One: The Fiscal, Gender and Emotional Landscape of Single Parenting”
- 2018-2018 Community & International Development Madagascar Tour (Field Assessment)
- 2017-2018 Continued Profession Education:
- Neurology of Trauma by Dr. Rebecca Campbell, Professor of Psychology, Michigan State University
  - Human Trafficking Awareness
  - Trauma-Informed Communities: Building Hope and Resiliency
  - Adverse Childhood Experience Seminar
  - FFM Core Training in Solution-Focused Therapy
  - Poverty in America Simulation (Part 1) and Bridges Out of Poverty (Part 2)
  - Race, Racism and Health: Understanding the Health Consequences of Racism & What You Can Do About It