

# Application Form

## Profile

Shannon \_\_\_\_\_ M \_\_\_\_\_ Hoffman \_\_\_\_\_  
 First Name Middle Initial Last Name

## Preferred Name

\_\_\_\_\_

████████████████████  
 Email Address

4330 Bull Creek Rd. \_\_\_\_\_ Apt. 2134 \_\_\_\_\_  
 Home Address Suite or Apt

Austin \_\_\_\_\_ TX \_\_\_\_\_ 78731 \_\_\_\_\_  
 City State Postal Code

## Residency and District Information

### Are you a City of Austin Resident? \*

Yes

**Are you, or your employer, a registered lobbyist with the City or have you, or your employer, been registered as a lobbyist with the City Clerk within the past three years?**

No

Home: (940) 393-2453 \_\_\_\_\_ Home: \_\_\_\_\_  
 Primary Phone Alternate Phone

## Cell Phone

\_\_\_\_\_

## Home Phone

\_\_\_\_\_

## Business Phone

\_\_\_\_\_

## Select Your District

\_\_\_\_\_

District 10

The Hogg Foundation for Mental Health \_\_\_\_\_ Program Policy Specialist \_\_\_\_\_  
 Employer Job Title

## Interests & Experiences

Please tell us about yourself and why you want to serve on a board or commission

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

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I moved to Austin a year ago, and now having lived here for that amount of time, I feel like I have a better understanding of local needs, strengths, and gaps. I have a long history of being involved in local advocacy and involvement in community development in my previous community and wish to continue to do so here.

[Resume\\_092019.pdf](#)

Upload a Resume

## Resume

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## Qualifications

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MSW with a concentration on community and administrative practice LCDC in Texas Local government experience Family member of individuals in recovery and active addiction

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## 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

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Caucasian/Non-Hispanic

### Gender

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Female

### Sexual Orientation

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Straight/Heterosexual

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Date of Birth

Disability or Impairment Information

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### Do you have an auditory/hearing disability or impairment?

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No

### Do you have a visual disability or impairment?

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No

### Do you have a mobility disability or impairment?

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No

Do you have a cognitive disability or impairment?

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No

Do you have another disability or impairment you'd like to share?

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## Board Requirements

Which Boards would you like to apply for?

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Sobriety Center Local Government Corporation: Submitted

Some boards have additional requirements for appointees. Additional requirements will appear below as they apply to each board.

Question applies to Sobriety Center Local Government Corporation

**Please select the requirements you have met (Sobriety Center Local Government Corporation): \***

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City Council representative

September 9, 2019

Shannon Hoffman, MSW, LCDC  
4330 Bull Creek Rd., Apt. 2134  
Austin, TX 78731

Dear Ms. Hall,

I am interested in the opportunity to serve on the Board of Directors at the Sobering Center Austin. I have extensive experience not only working as a Licensed Chemical Dependency Counselor for a number of years, but am a family member of relatives who are both in recovery as well as active addiction. Additionally, I currently work in policy, with a focus on advocating for policies and funding that support individuals throughout a continuum of care for substance use.

In my clinical role, I experienced the importance of public health approaches to substance use and how criminal justice involvement or the lack thereof, can help or hinder an individual in their path to recovery. The organization I worked with had a collaborative relationship with local law enforcement and often would coordinate with our intake department to inquire if we were the appropriate facility to offer help.

Personally, I saw my brothers struggle in their recovery as often their criminal records, that were a product of their addiction, created additional challenges like acquiring student loans to begin college, finding safe, supportive and affordable housing, and securing a legal driver's license.

Now in a policy role, I am even more aware of how sobering centers are advantageous for communities and public safety. Taking not only into account the potential to connect someone to a community rather than incarceration, the financial savings for local jurisdictions is invaluable. During the legislative session, I educated law makers on a number of public health approaches to substance use, including Senate Bill 306. Additionally, I have been fortunate enough to have visited the sobering center in Houston, as I have been a presenter for the Houston Recovery Initiative on legislative updates.

Moreover, I believe that when appropriate, individuals should have a chance at recovery without the punitive response of incarceration. For individuals who may be struggling with things beyond many's comprehension, sobering centers are an interruption in the status quo of punishment rather than compassion. I would be incredibly honored to be a part of the work being done at Sobering Center Austin, and do my part in bringing my professional and personal expertise, experience, and passion.

Attached with my letter of intent is my resume that reflects my professional information I have discussed above. I welcome the opportunity to discuss further if needed, and look forward to hearing from you.

Best,  
Shannon Hoffman

## **Shannon Hoffman**

4330 Bull Creek Rd., Apt. 2134, Austin, TX 78731

Phone: 940-393-2453 E-Mail: [REDACTED]

I offer a rare combination of program development, community relations, legislative experience and direct practice. I have an in-depth knowledge of the mental health and substance abuse field from both a micro and macro perspective, while also knowing how to effectively interact with the community and advocate for my cause.

### **Education**

**Master of Social Work | Community and Administrative Practice concentration | 2014 - May 2018**  
**University of Texas at Arlington**

**Bachelor of Arts | Psychology | Substance Abuse and Addiction Studies Minor | 2010 - 2013**  
**University of North Texas**

**Texas Licensed Chemical Dependency Counselor (LCDC), License #13503**

### **Experience**

**THE HOGG FOUNDATION | September 2019– current**  
***Program Policy Specialist***

- Provide education materials to legislative offices and state agencies, and respond to requests for language, testimony, and other technical assistance.
- Research and develop policy briefs, infographics, working papers, and other informational documents.
- Develop blogs, podcasts and other media on relevant mental health and substance use issues.
- Present at professional conferences and meetings.
- Track, analyze, and monitor legislation and implementation during agency rules development.
- Represent the foundation on agency advisory committees, workgroups, and stakeholder groups.
- Engage with TEA, HHSC and other state agencies on identified priority issues.
- Participate in grant programs' policy capacity building efforts.
- Participate in policy unit strategic planning activities.
- Participate in foundation-wide activities including program meetings, proposal reviews, strategic planning efforts, learning opportunities, all-staff trainings, etc.

**THE HOGG FOUNDATION | July 2018– August 2019**  
***Policy Fellowship***

- Assist in planning and implementing the foundation's policy-related activities.
- Represent the foundation and participate in mental health policy-related meetings with advocates, agency policymakers, and other stakeholders.
- Track and analyze mental health-related legislation. Participate as a team member on foundation strategic priority area projects.
- Plan, organize, and lead policy-related meetings.
- Research policy issues and draft written products, including reports, analyses, mental health guide, and issue briefs.
- Present at professional conferences and meetings.

**THE RIGHT STEP | 2014 – June 2018**  
***Admissions Specialist***

- Completed clinical psychosocial assessments to determine needs of the participant, and determine if appropriate for the services provided by The Right Step.
  - When not appropriate, coordination with local services to ensure client is admitted into care.
  - When appropriate, coordination with Utilization Review team and Managed Care to ensure insurance coverage for care.

- Consistent coordination with Psychiatrist and Clinical Directors to ensure appropriate clients are being admitted into care and development of Initial Treatment Plans.
- Recruited, trained and acted as Qualified Credentialed Counselor (QCC) for Interns, of which four were promoted within the company into larger roles.

**THE RIGHT STEP | 2013 – 2014**

***Adolescent Counselor- LCDC Intern***

- Served as primary counselor to 12-18-year-old male and females, and their families which included but was not limited to development of treatment plans; crisis intervention; group, individual, family and didactic sessions; initial screenings and comprehensive assessments; discharge summary and planning; and coordination of treatment services with probation, school and other referral sources.

**TEXAS HOUSE OF REPRESENTATIVES | REPRESENTATIVE CHRIS TURNER | August 2017 - May 2018**

***Social Work Graduate Practicum | District Intern***

- Conducted research on specific issues affecting the district such as transportation, Medicaid, mental health resources and needs, housing needs, and insurance.
- Assisted in development of outreach plans.
- Policy analysis regarding legislation effecting constituents and relating to topics relevant to district, special projects, and upcoming legislative session.
- Conducted constituent casework by coordinating with state agencies to resolve constituent concerns, and researched and drafted responses to constituent inquiries.

**THE UNIVERSITY OF TEXAS AT ARLINGTON | LEADERSHIP CENTER | August 2016 - May 2017**

***Social Work Graduate Practicum***

- Co-advised the UTA Volunteers, a membership-based student group that plans and implements volunteer opportunities, social awareness programs, and civic engagement for UTA students within the surrounding community.
- Assisted in thematic programming centralized around social justice issues.
- Assisted student executive board in developing.
- Creation, management and balancing budget for organization; overseeing day-to-day operations of UTA Volunteers.

**PLANET TAN | 2011-2013**

***Assistant Manager***

- Assisted manager in maintenance of store by recruiting and training employees; monthly and quarterly evaluations of staff in order to measure achievements and develop future goal setting; meeting financial objectives through effective monitoring and analysis of controllable expenses such as labor, cost of sales, and expenses to maximize sales and net profits; meeting store sales goals; and maintaining personal average of over 100% in sales through entirety of employment.

**THE LAW OFFICE OF MONICA G. BRADSHAW | 2010-2013**

***Assistant to Monica G. Bradshaw***

- Assisted Mrs. Bradshaw by drafting, monitoring and responding to professional e-mails; screening phone calls, voice mails, inquiries and requests while handling them when appropriate; drafting and meticulous editing to documents for Mrs. Bradshaw and/or clients; and devising and maintaining office systems including data management and filing.

**References**

***Available Upon Request***