

# JUSTINA R. WILHELM | CURRICULUM VITAE

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## OBJECTIVE

- ◆ Professional, compassionate, team player with a demonstrated history working in an administrative capacity.
  - ◆ 19 years' experience working in Social Services, Government, Behavioral Health, and Non-Profits.
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## EDUCATION

- ◆ Master of School of Social Work, (MSW) student / University of New England / 2018
  - ◆ Bachelor of Arts in Sociology / University of Hawaii at Hilo / 2003
  - ◆ High School Diploma / Barrow High School
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## INTERNSHIP EXPERIENCE

- ◆ Iḷisaḡvik College, Barrow, AK | **Student Success Center Intern** | 1/2016 to 8/2016, 1/2017 to 4/18
  - ◆ Salvation Army Interim Youth Home, Hilo, Hi | **Residential Specialist Intern** | 8/30/03 to 12/15/03
  - ◆ North Slope Borough Counseling Services, Barrow, AK | **Iñupiat Teen Leaders Group** | 05/02 to 08/02
  - ◆ University of Nevada at Reno, Reno, NV | **Psychology Department | Path Program** | 8/01 to 12/01
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## PROFESSIONAL EXPERIENCE

- 10/20-  
Present      **President, Iḷisaḡvik College** Iḷisaḡvik College / Barrow, AK.  
Responsible for overall daily leadership and direction of Alaska's only Tribal College located in Utqiagvik (Barrow), Alaska. Maintains strong local, regional, and federal relationship with stakeholders and partners with a pro-active role in identifying and developing programs to meet the needs of the residents of the eight North Slope villages and the state of Alaska. Assured the development of plans and actions to carry out the strategic plan directed by the Iḷisaḡvik College Board of Trustees.
- 1/18-  
10/20      **Dean of Institutional Advancement Iḷisaḡvik College** Iḷisaḡvik College / Barrow, AK.  
Provides leadership, oversight, and support to the Marketing Department, Bookstore, Institutional Advancement/External Relations and Cooperative Extension community programming. Primary oversight of the student Internship program. Serves as the institutions Title IX Investigator. Assist with local, regional, state, federal, and international organizations with private and corporate donor funding opportunities. Contract administration and grant management, budget, and policy oversight. Point of contact for Iḷisaḡvik College Foundation.
- 4/28/17-  
1/21/18      **Executive Director of Institutional Advancement** Iḷisaḡvik College / Barrow, AK.  
Assist with local, regional, state, federal, and international organizations with private and corporate donor funding opportunities. Interpersonal communication skills to enhance and maintain relationships with donors. Coordinate efforts to identify priorities and a sequence for pursuing grants and other funding sources aligned with the strategic plan of the Board of Trustees and update annually.
- 11/18/11 to  
3/17/17      **Deputy Director, Behavioral Health North Slope Borough Health Department / Barrow, AK**  
Provides leadership, oversight and daily operations of three behavioral health programs. Monitors compliance and administration of personnel and clinical matters through continuous quality improvement. Contract administration/grant management, budgets, and review/revise policies and

procedures. Oversight of successful national accreditation with the Commission on Accreditation of Rehabilitation Facilities (CARF)

- 11/20/09 to 11/17/11 **Compliance Officer** *North Slope Borough Health Department / Integrated Behavioral Health/ Barrow, AK*  
Oversees and maintains internal controls to promote adherence to federal, state, and local laws. Investigates complaints and HIPAA breaches as Privacy Officer. Quality oversight and compliance with clinical documentation and processes. Coordinate the national accreditation process with the Commission on Accreditation of Rehabilitation Facilities (CARF). Skill set with Electronic Health Records System.
- 02/04/04 to 11/19/09 **Counselor III** *North Slope Borough Health Department / Integrated Behavioral Health / Barrow, AK*  
Clinical support at the Inupiat Teens Taking Control Youth Program. Provides a variety of counseling services with teens focusing on the age group of 14-19 years of age in a rural setting. Supervises Counseling Technicians with day-to-day duties and other counselors when primary supervisor is unavailable.
- 5/28/03 to 8/15/03 **Counseling Technician** *North Slope Borough Health Department / Children & Youth Services / Barrow, AK*  
Provided direct care services, daily scheduling of youth daily living and activities between the ages of 0-18 years of age. Completed clinical documentation of client progress notes, admission and discharge summaries.
- 11/09/02 to 01/03/03 **Counselor II** *North Slope Borough Health Department / Children & Youth Services / Barrow, AK*  
Maintained a safe and healthy environment in a 24-hour youth residential treatment facility in a setting for youth 0-18 years of age. Conducted comprehensive intake assessments, treatment plans, case management, clinical documentation, and discharge summaries. Utilized the Ansel Casey Assessments to assist independent living skills needs, and monitored client's daily scheduled routine.
- 12/19/01 to 01/10/02 & 05/31/01 to 08/16/01 **Counseling Technician** *North Slope Borough Health Department / Children & Youth Services / Barrow, AK*  
Provided a variety of health care services and maintained a safe clean, therapeutic environment in a 24-hour residential setting for youth ages 0-18 years of age. Plans and manages daily activities for clients. Clinical documentation, admission and discharge planning.

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## COMMUNITY AND LEADERSHIP EXPERIENCE

- ◆ 2021 to Present American Indian Higher Education Consortium (AIHEC)- Board of Director  
AIHEC- Finance & Audit Committee- 10/20- present  
AIHEC- Student Activities Committee- 10/20- present
- ◆ 2020- to Present Voice of the Arctic Iñupiat Board of Director  
Voice of the Arctic Iñupiat- Government Affairs Committee  
Voice of the Arctic Iñupiat- 501(c) Chairperson
- ◆ 2019 to 2021 North Slope Borough Personnel Hearing Board
- ◆ 2017 to Present North Slope Borough- Arctic Women's in Crisis Board
- ◆ 2011 to Present North Slope Borough School District - School Advisory Council Member
- ◆ 2010 to 2012 Utqiagvigmuut Agviqsuiqtit Aganich (UAA) - a.k.a. Barrow Whaling Captains Auxiliary
- ◆ 2006 to Present Makalik Whaling Crew, Member and Captain's Wife
- ◆ 2005 to 2018 City of Barrow Eben Hopson Sr. Memorial Scholarship Committee Member
- ◆ 2004 to 2008 Native Village of Barrow Tribal Wellness Youth Court - Health Department Staff Member

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## PROFESSIONAL REFERENCES: AVAILABLE UPON REQUEST