

Avni Gahlot

SOCIAL/COMMUNITY WORKER - Social Perceptiveness, Risk Assessment, Coordinating

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SKILLS

- **Competencies:** Experience with children and families dealing with trauma neglect and disabilities.
- **Documentation Tools:** Expertise in using case management and reporting systems for record-keeping.
- **Situation Management:** Proficient in resolving complex client scenarios through strategies and approaches.
- **Child Protection Systems:** Versed in tools and techniques for identifying & addressing child abuse & neglect.
- **Technical Skills:** Proficiency in database management, online assessment platforms & digital workflow tools.

WORK EXPERIENCE

Staff Monitor

January 2024 – Present

The Winnipeg Children's Access Agency

Winnipeg

- Conducted documentation of over 15 supervised parent-child interactions weekly, leveraging case management software with integrated reporting functionalities to ensure compliance with judicial safety protocols & guidelines.
- Applied conflict resolution frameworks, reducing escalation 95% of high-risk situations using behavioral intervention strategies and risk mitigation algorithms to safeguard participants' emotional and physical well-being.
- Identified and reported potential indicators of abuse or neglect in 10% of monitored cases using child welfare diagnostic tools and structured observational assessment systems, ensuring timely escalation and intervention.
- Collaborated with multidisciplinary teams across 5 departments, integrating psychological assessments, legal compliance systems, and social support frameworks to deliver targeted intervention plans and coordinate services.
- Partnered with cross-functional teams, including healthcare providers, educators, and child welfare specialists, to implement evidence-based intervention, ensuring alignment by 100% with legal and psychological mandates.
- Detected signs of developmental delays or behavioral concerns in 15% of cases using standardized screening instruments & evidence-based evaluation frameworks, facilitating prompt intervention & support services.

Events Coordinator

September 2023 – August 2024

University of Winnipeg Psychology Student Association

Winnipeg

- Designed and implemented event workflows for over 20 events annually using project management software, integrating Gantt charts and resource allocation matrices, ensuring 100% on-time delivery and objective alignment.
- Engineered a centralized online portal using Microsoft Office 365 and SharePoint integrations improving data synchronization and visualization by 30% and increasing participant engagement data and metrics by 25%.
- Facilitated weekly operational planning sessions, tracking progress across 10+ tasks using data visualization tools, task tracking systems, and collaborative scheduling applications for accountability and resource efficiency.
- Negotiated and executed contracts with 10 external vendors using digital procurement systems, adhering to service-level agreements and compliance standards, achieving 100% stakeholder satisfaction in all events.
- Managed contract lifecycle processes for external vendors using contract management software, ensuring adherence to regulatory compliance frameworks and optimizing resource allocation for project execution.
- Facilitated vendor performance evaluations using quantitative metrics and automated assessment tools, ensuring compliance with service-level agreements and achieving operational efficiency across all contracted services.

PROJECTS

Mentor Program

Role: Mentor, Winnipeg Child and Family Service

- Conducted mentorship activities with children and youth, utilizing developmental psychology frameworks and evidence-based mentoring to facilitate cognitive and emotional growth ensuring adherence to program guidelines.
- Led and authored individualized guidance informed by behavioral analysis models, applying predictive tools and intervention strategies to empower children and youth to make age-appropriate, autonomous decisions.
- Coordinated with the Volunteer Coordinator and Assigned Worker using advanced case management platforms to maintain compliance with organizational protocols and ensure documentation of 5 activities.
- Implemented child protection assessment, including risk evaluation matrices and observation instruments, to identify and document signs of neglect or abuse, ensuring compliance with child welfare regulations by 100%.
- Managed and interpreted financial processes by submitting expense reports through electronic auditing systems and created activity 2 times in a week summaries for integration into centralized program tracking databases.
- Monitored and evaluated child and youth progress using standardized assessment such as developmental milestone checklists and psychometric tools, compiling reports to integrate evidence-based intervention planning.

EDUCATION

Bachelor's Degree in Psychology and Criminal Justice

September 2021 – August 2024

The University of Winnipeg, Winnipeg, MB, Canada

CERTIFICATIONS

- **First Aid and CPR Certification**