

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

If applying for the Accessibility Community Advisory Committee, please select: **No, I am not an applicant with a disability.**

If applying for the Ecological Community Advisory Committee, a professional designation, education or experience in related fields is a requirement based on the technical nature of the committee work. Please indicate your area(s) of expertise:

If you selected 'Other', please specify:

Contact Information

Name: **Michaela Hazel Castillo**

City: **London**

Province: **ON**

Postal Code: **N6E 2A2**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters): **No current experience.**

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters): **I am a young woman of color who hopes to contribute a well informed and nuanced perspective on matters concerning diversity, inclusion and anti-oppression in my community. I will use my education and personal experience as the foundation of any recommendations I may make. I hope to learn more about London's inclusion efforts as they apply to people of color in the community. I hope to learn the stories of the people in my community and work along side them to make London a welcoming city to all.**

How will you support the work of a Community Advisory Committee? (max. 250 characters): **I will support the work of a community advisory committee by listening and engaging in discussions, attending meetings and giving my time and opinion when warranted. I will share our efforts with others when asked, participate in relevant community events and take my role on the committee seriously.**

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters): **I am a western graduate with a BA in Criminology and American history specializing in African American history. I volunteer with CMHA Support line as a Support Line Worker, I've volunteered with LDA tutoring children with learning differences. I currently work as medical office assistant in a large clinic. My role at the clinic has given me a wonderfully unexpected opportunity to work with diverse populations. Given the location of the clinic and our doctors willingness to take on patients other physicians have denied, I often meet individuals who are struggling with their sobriety and/or experiencing housing instability, patients with severe psychiatric disorders and individuals who may have gone years without proper health care.**

Attach resume or other document here, if needed: **Michaela Castillo Resume^^.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am a resident of London. ; I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Social media**

If you selected 'Other', please specify:

Submitted on: **4/7/2022 10:28:36 PM**

Michaela Castillo BA'21

WORK EXPERIENCE

MARCH 2021 – CURRENT

MEDICAL OFFICE ASSISTANT, HAMILTON FAMILY HEALTH CLINIC

In March of 2021 I began working as a medical office assistant for Dr.C.O Nwangwu at Hamilton Family Health Clinic.

My responsibilities include:

- Conducting height, weight, and blood pressure checks
- Collecting urine samples from patients and testing them using urine dip strips
- Drawing up vaccines
- Conducting cognitive assessments using the MoCA (Montreal Cognitive Assessment)
- Conducting mental health assessments using GAD7 and PHQ9 questionnaires
- Preparing exam rooms and patients for pelvic examinations and remaining in the room while the examination is taking place, assisting the physician when necessary
- Referring patients for outside testing and to specialists in the community
- Triage patients based on relevant symptoms described to me over the phone
- Scheduling
- Uploading documents including hospital reports, prescriptions requests, diagnostic imaging reports etc.
- Phoning patients with important results

JUNE 2016 – MARCH 2020

SECRETARIAL ASSISTANT, LONDON HEALTH SCIENCES CENTRE

During my time at LHSC I worked under the direct supervision of Denise Dafoe, medical office assistant to both George and Angelos Vilos.

My responsibilities included:

- Preparing and assembling the necessary paperwork needed to book gynecological surgeries
- Recording public health and genetic blood work results in patient charts, primarily for fertility patients
- Organizing and collecting charts for upcoming Gynecology and Fertility clinics that Dr. A and G Vilos would conduct
- Clerical duties as assigned e.g mailing appointment dates, filing charts for both doctors, etc.
- Prepare charts with appropriate lab results and reports for patient appointments
- Assemble newly referred patient charts

EDUCATION

FEBRUARY 2021

BACHELOR'S DEGREE, WESTERN UNIVERSITY

MAJOR IN CRIMINOLOGY

MAJOR IN AMERICAN STUDIES

JUNE 2015

HIGH SCHOOL DIPLOMA, SAUNDERS SECONDARY

HONOUR ROLL STUDENT

VOLUNTEER EXPERIENCE

JUNE 2021 8 WEEK PROGRAM

TUTOR, LONDON LEARNING DISABILITY ASSOCIATION

I volunteered with the London Learning Disability Association tutoring a 12-year-old student with a learning disability.

My Responsibilities included:

- Co-reading a novel of my students' choice
- Creating lesson plans and literacy activities suitable for my students age and reading level
- Giving positive feedback when warranted
- Giving gentle corrections when needed and necessary
- Conducting reading proficiency tests
- Conducting reading comprehension tests

FEBRUARY 2021 - CURRENT

SUPPORT LINE WORKER, CANADIAN MENTAL HEALTH ASSOCIATION

I currently volunteer with the Canadian Mental Health Association as a support line Worker.

My Responsibilities include:

- Being an empathetic listener to those struggling with mental health challenges
- Supporting participants in the program over the phone for a maximum of 20 minutes
- Offering appropriate and relevant advice where needed and necessary
- Providing community resources
- Transferring the call should I become concerned about the individual's safety
- Assessing suicidality when necessary
- Documenting all relevant information after each call

MISCELLANEOUS:

- Proficient in PSS Suites EMR
- Proficient in various Microsoft Applications
- Clear vulnerable persons police check 2021
- Fully vaccinated

References available upon request