

## CATHERINE ANNE MCKAY

302 Seven Springs Way, Apt. 104, Brentwood, TN 37027  
770.654.0261 · catmckay@bellsouth.net

### EDUCATION

---

**Lipscomb University, Nashville, TN** Commencement Date: December 2016

Master of Science, Clinical Mental Health Counseling

Honors: Chi Sigma Iota; International Counseling Academic and Professional Honor Society, Secretary & Treasurer; Ambassador of the Clinical Mental Health Counseling Department

**Samford University, Birmingham, AL** Commencement Date: May 2014

Bachelor of Arts, Communication Studies

Honors: Dean's List; Lambda Pi Eta; National Communication Studies Honors Fraternity; Kappa Chapter of Alpha Delta Pi; Excellence in Writing Award

### WORK EXPERIENCE

---

**PSYCHē, Nashville, TN** September 2016 – Present

*Director of Administrative Operations & Licensed Professional Counselor*

- Manage and train an internal administrative team
- Recruit and market to current and perspective clients on a national level
- Pioneer two weekly ongoing skills groups that promote mental health and wellness
- Treat and diagnose 10+ individual clients per week using the DSM-5
- Provided daily support to the Owner, Partner, Director of Client Engagement and Chief Strategy Officer

**Journey Pure, Nashville, TN** September 2016 – July 2017

*Clinician*

- Spearheaded daily sessions that promoted mental health and wellness
- Orchestrated scheduling, activities and treatment planning for clients and staff
- Directed Dialectical Behavior Therapy (DBT) Skills groups and trained staff on DBT protocols
- Communicated with individual clients weekly to meet treatment goals and objectives prior to discharge

**Advent Health Partners, Nashville, TN** February 2015 – October 2016

*Product and Technology Communications Specialist*

- Created and presented monthly reports to clients to demonstrate success on their behalf
- Advised sales, marketing, medical and operational teams weekly
- Advanced the overturn of appeals to insurance companies on behalf of hospital and physician claims
- Trained new employees and clients regularly
- Tested and audited internally developed technology weekly
- Selected to travel and conduct sales presentations and serve as a point person for clients

### SKILLS & INTERESTS

---

End Slavery TN to address Human Trafficking, Tennessee Voices for Children Gala Fundraising & Planning Committee, Member of the American Counseling Association, Hosted groups with Forest Hills Baptist Church. • Skills include Microsoft Suite, Powerpoint, Google Drive, Dropbox, LinkedIn, DocuSign, Digital Intakes, SnapEngage, Communication, Interpersonal Effectiveness, Training & Research, Public Speaking, Hospitality and Directing