



MICHAEL ANDERSON

Adoption Services Manager

Experienced and motivated Adoption Services Coordinator with a focus on promoting ethical adoption practices and enhancing the overall experience for families and children. Possesses a solid understanding of the adoption landscape and the various challenges faced by families. Proven ability to collaborate with community partners to develop programs that address the unique needs of adoptive families.

WORK EXPERIENCE

Adoption Services Manager

2020-2023

Family Connections Agency

- Managed the overall operations of the adoption services department, ensuring compliance with all regulations.
- Developed strategic partnerships with local organizations to enhance service offerings.
- Oversaw the training and development of staff to ensure high-quality service delivery.
- Conducted program evaluations to assess effectiveness and make necessary adjustments.
- Facilitated community workshops to educate families about the adoption process.
- Utilized case management software to optimize service delivery and tracking.

Adoption Outreach Coordinator

2019-2020

Community Support Services

- Engaged with families to provide information and resources about the adoption process.
- Conducted presentations at local events to raise awareness about adoption services.
- Collaborated with social workers to identify and connect families with needed resources.
- Developed informational materials to assist families in the adoption journey.
- Participated in advocacy efforts to promote the rights of children and families in adoption.
- Maintained accurate records of outreach activities and family interactions.

ACHIEVEMENTS

- Successfully launched a new outreach initiative that increased community awareness of adoption services by 60%.
- Recognized for outstanding leadership with the 'Community Impact Award' in 2021.
- Implemented a mentorship program for new staff that improved service delivery efficiency by 30%.

CONTACT

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EDUCATION

Master of Social Work

University of Texas

2016

SKILLS

- ethical practices
- program management
- community partnerships
- training development
- outreach strategies
- communication

LANGUAGES

- English
- Spanish
- French