



MICHAEL ANDERSON

LEAD TRAINING FACILITATOR

PROFILE

Results-driven Adult Training Facilitator with a decade of experience in the non-profit sector, specializing in community outreach and skills development for underserved populations. Proven track record of designing inclusive training programs that empower individuals to build essential life and job skills. Adept at creating a supportive learning environment that encourages participation and fosters confidence.

EXPERIENCE

LEAD TRAINING FACILITATOR

Community Empowerment Group

2016 - Present

- Designed and delivered workshops focused on job readiness, financial literacy, and personal development.
- Trained over 500 participants annually, leading to a 70% job placement rate among graduates.
- Collaborated with local businesses to create internship opportunities for program participants.
- Implemented feedback systems that resulted in 95% satisfaction ratings from workshop attendees.
- Wrote and published training manuals that are now used as resources statewide.
- Organized community events to promote program visibility and attract potential participants.

ADULT LITERACY INSTRUCTOR

Hope Literacy Center

2014 - 2016

- Facilitated adult literacy classes, improving reading and writing skills for over 200 students.
- Assessed learners' needs and developed individualized learning plans to support their goals.
- Utilized technology and interactive tools to enhance learning experiences and engagement.
- Organized volunteer training for tutors, enriching the support network for learners.
- Conducted regular evaluations to track student progress and adapt teaching methods as needed.
- Engaged with families and community members to foster a culture of learning and support.

CONTACT

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SKILLS

- Community Outreach
- Adult Education
- Program Development
- Workshop Facilitation
- Curriculum Design
- Relationship Building

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR'S IN SOCIAL WORK, COMMUNITY UNIVERSITY

ACHIEVEMENTS

- Received 'Community Champion' award for outstanding service and impact in the community in 2021.
- Increased enrollment in literacy programs by 60% through targeted outreach initiatives.
- Secured grant funding to expand training resources and enhance program offerings.