



# MICHAEL ANDERSON

## Senior Program Manager

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### SUMMARY

Dynamic and results-oriented Affordable Housing Program Manager with over a decade of experience in the non-profit sector. Expertise in program development and implementation, with a strong emphasis on community engagement and stakeholder collaboration. Proven track record of securing funding through grant writing and strategic partnerships, leading to increased project viability and sustainability.

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### WORK EXPERIENCE

#### Senior Program Manager Community Housing Solutions

Jan 2023 - Present

- Directed affordable housing initiatives, resulting in a 40% increase in housing availability over three years.
- Developed and implemented comprehensive outreach strategies to engage underrepresented communities.
- Managed a diverse team of 15 professionals, ensuring alignment with organizational goals.
- Secured over \$2 million in funding through competitive grants and public-private partnerships.
- Monitored program performance metrics to drive continuous improvement and accountability.
- Facilitated training sessions for staff on compliance and best practices in affordable housing.

#### Program Coordinator Urban Development Agency

Jan 2020 - Dec 2022

- Coordinated housing programs that served over 500 families annually, enhancing community stability.
  - Established partnerships with local businesses to support workforce development initiatives.
  - Conducted needs assessments to identify gaps in housing services and inform program design.
  - Implemented a data tracking system to improve reporting and stakeholder communication.
  - Organized community forums to educate residents on available housing resources.
  - Collaborated with government agencies to align housing projects with urban planning initiatives.
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### EDUCATION

#### Master of Public Administration, University of California, Berkeley

Sep 2019 - Oct 2020

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### ADDITIONAL INFORMATION

- **Technical Skills:** Program Development, Community Engagement, Grant Writing, Team Leadership, Compliance Management, Data Analysis
- **Awards/Activities:** Led a successful campaign that resulted in the construction of 150 new affordable housing units.
- **Awards/Activities:** Received the Community Leadership Award for outstanding contributions to housing policy reform.
- **Awards/Activities:** Increased program funding by 30% through innovative grant proposals and fundraising events.
- **Languages:** English, Spanish, French