



Michael ANDERSON

PROGRAM DIRECTOR

Dedicated Career Guidance Officer with a focus on innovative strategies for fostering career awareness among youth. Extensive experience in designing and implementing programs that facilitate career exploration and skill development. Expertise in collaborating with educational institutions and community organizations to provide comprehensive support to students. Skilled in creating engaging educational materials and resources that resonate with young audiences.

CONTACT

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- 📍 San Francisco, CA

SKILLS

- program management
- community collaboration
- workshop development
- resource creation
- mentorship
- evaluation

LANGUAGES

- English
- Spanish
- French

EDUCATION

**BACHELOR OF SCIENCE IN
PSYCHOLOGY, UNIVERSITY OF TEXAS**

ACHIEVEMENTS

- Increased program enrollment by 50% in the first year of operation.
- Recognized for outstanding contributions to youth development by the Mayor's Office.
- Successfully implemented a digital resource platform accessed by over 1,000 students.

WORK EXPERIENCE

PROGRAM DIRECTOR

Youth Career Connection

2020 - 2025

- Developed and led career awareness programs for middle and high school students.
- Collaborated with local businesses to offer mentorship and internship opportunities.
- Created engaging content for workshops and online resources.
- Evaluated program effectiveness through participant surveys and outcomes.
- Promoted programs through community events and social media campaigns.
- Trained staff and volunteers to ensure program delivery quality.

CAREER DEVELOPMENT FACILITATOR

Local Community Center

2015 - 2020

- Facilitated career exploration workshops for youth from diverse backgrounds.
- Provided one-on-one counseling to help students identify career interests.
- Developed partnerships with local organizations to expand resources.
- Maintained accurate records of student progress and program outcomes.
- Utilized feedback to refine workshop content and delivery.
- Promoted awareness of available career resources and services.