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## SKILLS

- Program evaluation
- Data analysis
- Stakeholder collaboration
- Community engagement
- Cultural competence
- Reporting

## EDUCATION

**MASTER OF PUBLIC ADMINISTRATION,  
COMMUNITY UNIVERSITY**

## LANGUAGE

- English
- Spanish
- German

## ACHIEVEMENTS

- Increased program participation by 25% through targeted outreach initiatives.
- Recognized for excellence in program evaluation by the National Non-Profit Association.
- Successfully secured funding for assessment initiatives through grant proposals.

# Michael Anderson

## PROGRAM ASSESSMENT SPECIALIST

Motivated and strategic Competency Assessment Specialist with over 6 years of experience in the non-profit sector. I have a strong background in program evaluation and assessment design that drives organizational impact and improves service delivery. My expertise lies in developing competency assessments tailored to the unique needs of diverse populations. I am skilled in utilizing qualitative and quantitative data to assess program effectiveness and inform decision-making.

## EXPERIENCE

### PROGRAM ASSESSMENT SPECIALIST

Community Impact Organization

2016 - Present

- Developed competency assessment tools for community outreach programs.
- Collaborated with program managers to evaluate service delivery effectiveness.
- Utilized survey data to inform program improvements and training needs.
- Facilitated training sessions for staff on assessment practices and data interpretation.
- Created reports that highlighted program impact for stakeholders.
- Worked with diverse community groups to ensure inclusive assessment processes.

### EVALUATION ASSOCIATE

Non-Profit Solutions

2014 - 2016

- Assisted in designing assessments for various non-profit programs aimed at underserved populations.
- Conducted data analysis to measure program outcomes and inform strategic planning.
- Collaborated with stakeholders to align assessment strategies with community needs.
- Presented evaluation findings to leadership, driving program enhancements.
- Developed user-friendly assessment tools to engage program participants effectively.
- Participated in grant writing efforts to secure funding for program evaluation initiatives.