



# Michael ANDERSON

## YOUTH PROGRAM MANAGER

Dedicated and passionate NGO Program Officer with a strong focus on youth empowerment and education, bringing over 7 years of experience in program development and implementation. Specialized in creating inclusive educational programs that foster academic success and personal growth among underserved youth. Proven ability to engage diverse stakeholders, including schools, community organizations, and families, to promote collaborative approaches to youth development.

### CONTACT

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- 📍 San Francisco, CA

### SKILLS

- Youth Empowerment
- Program Development
- Curriculum Design
- Stakeholder Engagement
- Grant Writing
- Evaluation

### LANGUAGES

- English
- Spanish
- French

### EDUCATION

**BACHELOR OF SCIENCE IN EDUCATION,  
UNIVERSITY OF GHI, 2014**

### ACHIEVEMENTS

- Increased program enrollment by 40% through targeted outreach and partnerships.
- Received the Community Impact Award for excellence in youth programming.
- Successfully secured \$200,000 in grant funding for program enhancements.

### WORK EXPERIENCE

#### YOUTH PROGRAM MANAGER

Empower Youth Initiative

2020 - 2025

- Designed and implemented educational programs serving over 1,500 youth annually.
- Collaborated with schools to integrate program curricula into existing educational frameworks.
- Facilitated workshops and mentoring sessions focused on life skills and career readiness.
- Conducted assessments to evaluate program effectiveness and participant outcomes.
- Managed program budgets and secured funding through successful grant proposals.
- Established partnerships with local businesses to provide internship opportunities for youth.

#### PROGRAM ASSISTANT

Learning for All Foundation

2015 - 2020

- Assisted in the development and implementation of after-school programs for disadvantaged youth.
- Engaged with families to promote program participation and support.
- Coordinated volunteer recruitment and training for program delivery.
- Monitored participant progress and provided support to enhance academic achievement.
- Organized community events to raise awareness of youth issues and program initiatives.
- Contributed to grant writing efforts that secured funding for program expansion.