

MICHAEL ANDERSON

Finance and Operations Manager

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Dedicated Non-Profit Finance Manager with a rich background in financial oversight and capacity building. Expertise in developing comprehensive financial strategies that support organizational missions and enhance program outcomes. Known for fostering collaborative relationships with stakeholders to secure diverse funding sources and ensure financial sustainability. Proven ability to manage complex budgets and ensure compliance with regulatory requirements.

WORK EXPERIENCE

Finance and Operations Manager | Social Justice Alliance

Jan 2022 – Present

- Oversaw financial operations for a \$4 million budget, ensuring compliance with donor requirements.
- Developed and implemented financial policies that improved operational efficiency.
- Conducted financial analysis to support strategic decision-making.
- Engaged with stakeholders to enhance funding opportunities and partnerships.
- Prepared financial reports for board meetings, enhancing transparency.
- Streamlined grant reporting processes to ensure timely submissions.

Financial Consultant | Non-Profit Resource Center

Jul 2019 – Dec 2021

- Provided financial consulting services to various non-profit organizations.
- Assisted clients in developing financial management systems and policies.
- Conducted training workshops on budgeting and financial reporting.
- Supported grant writing efforts, resulting in increased funding.
- Evaluated financial performance and provided strategic recommendations.
- Facilitated financial audits and compliance checks for clients.

SKILLS

financial oversight

capacity building

compliance

stakeholder engagement

strategic analysis

training

EDUCATION

Master of Nonprofit Management - University of Southern California

2015 – 2019

University

ACHIEVEMENTS

- Increased funding by 50% through successful grant applications and donor engagement.
- Recognized for excellence in financial consulting services by the Non-Profit Alliance.
- Implemented a financial tracking system that improved reporting accuracy.

LANGUAGES

English

Spanish

French