



# MICHAEL ANDERSON

## Senior Program Manager

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### SUMMARY

Distinguished Non-Profit Program Officer with over a decade of experience in strategizing and implementing impactful community initiatives. Proven expertise in grant writing, stakeholder engagement, and program evaluation. Adept at fostering partnerships with governmental and non-governmental organizations to enhance program reach and efficacy. Recognized for exemplary leadership in managing multi-disciplinary teams and driving project success through innovative solutions.

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### WORK EXPERIENCE

#### Senior Program Manager Global Impact Foundation

Jan 2023 - Present

- Developed and executed strategic program plans to enhance community outreach.
- Managed a team of 15 professionals in delivering high-impact projects.
- Secured over \$2 million in funding through comprehensive grant proposals.
- Established partnerships with local governments and NGOs to maximize resource utilization.
- Implemented monitoring and evaluation frameworks to assess program effectiveness.
- Facilitated training workshops for staff and volunteers on best practices in program delivery.

#### Program Coordinator Community Development Agency

Jan 2020 - Dec 2022

- Coordinated community development initiatives focused on youth empowerment.
  - Conducted needs assessments to tailor programs to community requirements.
  - Oversaw budgeting and financial reporting for various funded projects.
  - Engaged with community leaders to foster collaboration and support.
  - Developed promotional materials to raise awareness of program offerings.
  - Monitored program progress and prepared reports for stakeholders.
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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 Management, Grant Writing, Stakeholder Engagement, Community Outreach, Team Leadership, Evaluation and Assessment
- **Awards/Activities:** Increased program participation by 40% within two years.
- **Awards/Activities:** Recognized as 'Outstanding Program Director' by the National Non-Profit Association.
- **Awards/Activities:** Successfully led a project that improved local employment rates by 30%.
- **Languages:** English, Spanish, French