



# MICHAEL ANDERSON

## Senior Recreation Coordinator

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### SUMMARY

Dynamic Park Recreation Manager with over 10 years of experience in developing and leading community recreational programs. Expertise lies in strategic planning, resource management, and enhancing community engagement through innovative programming. A proven track record of fostering partnerships with local organizations to promote health and wellness initiatives. Demonstrated ability to manage large teams and budgets effectively while ensuring compliance with safety regulations and policies.

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### WORK EXPERIENCE

#### Senior Recreation Coordinator City Parks and Recreation Department

Jan 2023 - Present

- Designed and executed comprehensive recreational programs for varied age groups.
- Managed a team of 15 staff members, providing training and performance evaluations.
- Oversaw budget allocation for community events, ensuring fiscal responsibility.
- Established partnerships with local schools to enhance youth engagement.
- Implemented safety protocols that reduced incident reports by 30%.
- Monitored program participation metrics to improve future offerings.

#### Recreation Supervisor Metropolitan Recreation Center

Jan 2020 - Dec 2022

- Coordinated seasonal events attracting over 5,000 participants annually.
  - Developed marketing strategies that increased program enrollment by 25%.
  - Conducted community surveys to identify recreational preferences and needs.
  - Utilized technology to streamline registration processes, enhancing user experience.
  - Supervised facility maintenance to ensure a safe and welcoming environment.
  - Collaborated with local health organizations to promote wellness initiatives.
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### EDUCATION

#### Master of Science in Recreation Management, University of California, 2013

Sep 2019 - Oct 2020

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### ADDITIONAL INFORMATION

- **Technical Skills:** Program Development, Team Leadership, Budget Management, Community Engagement, Safety Compliance, Data Analysis
- **Awards/Activities:** Awarded 'Outstanding Recreation Program of the Year' by the National Recreation Association.
- **Awards/Activities:** Increased community event participation by over 50% within two years.
- **Awards/Activities:** Successfully secured \$100,000 in grant funding for park improvement projects.
- **Languages:** English, Spanish, French