



(555) 234-5678

michael.anderson@email.com

San Francisco, CA

www.michaelanderson.com

SKILLS

- Program Management
- Team Leadership
- Budget Oversight
- Data Analytics
- Community Engagement
- Strategic Planning

EDUCATION

**MASTER OF ARTS IN RECREATION
ADMINISTRATION, UNIVERSITY OF
CITYWIDE, 2018**

LANGUAGE

- English
- Spanish
- German

ACHIEVEMENTS

- Recognized for excellence in program development with a national award in 2022.
- Increased overall community engagement by 60% through targeted outreach initiatives.
- Successfully implemented a community health fair that attracted over 500 attendees.

Michael Anderson

RECREATION DIRECTOR

Strategic and innovative Recreation Activities Coordinator with a proven history of enhancing community engagement through recreational programming. Expertise in developing programs that address the diverse needs of community members while promoting health and wellness. Strong leadership abilities, demonstrated through effective team management and project coordination. Skilled in utilizing technology and data analytics to drive program improvement and participant satisfaction.

EXPERIENCE

RECREATION DIRECTOR

Citywide Recreation Services

2016 - Present

- Oversaw the development and implementation of a comprehensive recreation strategy that increased participation by 40%.
- Managed a multi-million dollar budget, ensuring fiscal responsibility and program sustainability.
- Led a team of 30 staff members, focusing on professional development and performance management.
- Utilized data analytics to assess program impact and inform strategic planning.
- Collaborated with community leaders to create programs that reflect local interests and needs.
- Fostered partnerships with health organizations to promote wellness initiatives across the community.

ASSISTANT RECREATION COORDINATOR

Westside Community Center

2014 - 2016

- Supported the planning and execution of community events that engaged over 2,000 participants.
- Maintained records of program participation and produced reports for departmental review.
- Facilitated workshops that educated community members on health and wellness.
- Coordinated volunteer efforts, enhancing community involvement in recreational activities.
- Developed promotional materials that increased program visibility through various media channels.
- Assisted in evaluating program effectiveness through participant feedback and data analysis.