



# Michael ANDERSON

## SENIOR CARE PROGRAM COORDINATOR

Strategic Senior Care Program Coordinator with a solid foundation in program management and healthcare administration. Recognized for expertise in developing and executing care strategies that enhance service delivery and patient engagement. Proven ability to leverage technology to improve operational efficiencies and data management. Strong background in budget management and resource allocation, ensuring optimal use of funds to support program initiatives.

### CONTACT

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- 📍 San Francisco, CA

### SKILLS

- Program Management
- Budget Management
- Data Management
- Stakeholder Collaboration
- Compliance Monitoring
- Community Outreach

### LANGUAGES

- English
- Spanish
- French

### EDUCATION

**MASTER OF HEALTHCARE  
ADMINISTRATION, UNIVERSITY OF  
SOUTHERN CALIFORNIA, 2015**

### ACHIEVEMENTS

- Achieved a 35% increase in program participation through targeted outreach efforts.
- Recognized for excellence in program innovation by the State Health Department.
- Received a grant for \$50,000 to enhance services for low-income seniors.

### WORK EXPERIENCE

#### SENIOR CARE PROGRAM COORDINATOR

Vitality Senior Services

2020 - 2025

- Oversaw the development and implementation of care programs for seniors.
- Utilized project management tools to track progress and outcomes of initiatives.
- Conducted financial analyses to guide budgetary decisions for program funding.
- Established collaborative partnerships with local health organizations.
- Monitored compliance with healthcare regulations and standards.
- Developed resource allocation strategies that improved service delivery efficiency.

#### PROGRAM DIRECTOR

Seniors First

2015 - 2020

- Directed all aspects of senior care program operations, ensuring high-quality service delivery.
- Implemented performance metrics to evaluate program success and areas for improvement.
- Managed staff training initiatives to enhance service skills and knowledge.
- Coordinated community outreach programs to raise awareness of senior services.
- Analyzed program impact through data collection and reporting.
- Engaged with stakeholders to promote collaborative care approaches.