



MICHAEL ANDERSON

SENIOR PROGRAM DIRECTOR

PROFILE

Dynamic Senior Non-Profit Manager with a robust background in program development and execution, leveraging over a decade of experience in enhancing organizational effectiveness within the non-profit sector. Proficient in leading cross-functional teams to design and implement innovative projects that address pressing community issues. Expertise in grant writing and securing funds from governmental and private sources, resulting in significant financial growth for organizations.

EXPERIENCE

SENIOR PROGRAM DIRECTOR

Community Empowerment Network

2016 - Present

- Directed a portfolio of programs serving over 5,000 individuals annually.
- Led grant writing efforts that secured \$1.2 million in funding over two years.
- Implemented a data management system to track program outcomes and improve reporting.
- Trained staff on best practices in community engagement and program delivery.
- Built strategic alliances with local organizations to enhance service provision.
- Presented program results to stakeholders, ensuring transparency and accountability.

PROGRAM COORDINATOR

Healthy Communities Initiative

2014 - 2016

- Coordinated health education programs that reached 2,000 community members.
- Managed volunteer recruitment and training, increasing volunteer numbers by 50%.
- Developed promotional materials that raised awareness of health initiatives.
- Evaluated program effectiveness through surveys and focus groups.
- Collaborated with healthcare providers to offer free health screenings.
- Facilitated workshops that educated participants on health and wellness.

CONTACT

- 📞 (555) 234-5678
- ✉️ michael.anderson@email.com
- 📍 San Francisco, CA

SKILLS

- program development
- grant writing
- stakeholder relations
- data management
- community partnerships
- health education

LANGUAGES

- English
- Spanish
- French

EDUCATION

MASTER OF SOCIAL WORK, COLUMBIA UNIVERSITY

ACHIEVEMENTS

- Awarded the Community Impact Award in 2020 for outstanding service.
- Increased program participation by 70% through targeted outreach.
- Recognized for excellence in grant writing with a statewide award.