



MIA TAYLOR

Youth Program Coordinator

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles 🌐 www.qwikresume.com

PROFESSIONAL SUMMARY

Enthusiastic Youth Program Coordinator with 2 years of experience in fostering engaging programs for diverse youth populations. Skilled in developing partnerships, facilitating workshops, and enhancing community involvement. Passionate about empowering youth through innovative strategies and collaborative efforts, ultimately promoting positive growth and development.

WORK EXPERIENCE

Youth Program Coordinator

Quantum Solutions LLC

📅 Jun / 2024-Ongoing

📍 Phoenix, AZ

1. Managed daily operations of a youth facility, creating educational and recreational programs that support health, education, and personal development.
2. Oversaw enrollment processes and organized after-school and summer programs for over 100 youths aged 6-18.
3. Supervised staff and volunteers, ensuring effective program delivery and safety standards.
4. Developed training materials for staff and facilitated workshops to enhance program effectiveness.
5. Created marketing strategies that increased community engagement and program visibility.
6. Planned and executed community events, engaging over 600 participants and fostering relationships with local stakeholders.
7. Achieved a 10% increase in youth enrollment by enhancing outreach and program offerings, as reported in annual evaluations.

Youth Program Director

Crescent Moon Design

📅 Jun / 2023-Jun / 2024

📍 Portland, OR

1. Facilitated training for volunteers and youth workers, enhancing program delivery and volunteer retention.
2. Directed youth programs, managing groups of 10-15 participants effectively.
3. Organized fundraising events and holiday celebrations, increasing community engagement and support.
4. Managed program budgets and wrote proposals for funding, ensuring financial sustainability.

EDUCATION

Bachelor of Arts in Psychology

State University

📅 Jun / 2022-Jun / 2023

📍 Seattle, WA

Focused on child development, social behavior, and community engagement practices.

SKILLS

Program Management Software



Youth Engagement Strategies



Data Analysis



Policy Implementation



Cultural Competence



INTERESTS

🎨 Art

🤝 Volunteering

🌲 Hiking

🧘 Yoga

STRENGTHS

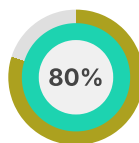
🔍 Criticality

☰ Detail-oriented

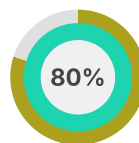
🤝 Diplomacy

😊 Enthusiasm

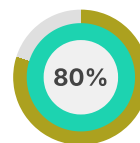
LANGUAGES



English



German



Japanese

ACHIEVEMENTS

🌟 Increased youth program participation by 15% through targeted outreach initiatives.

🌟 Developed and implemented a mentorship program that matched 30 youths with community leaders.