

HA

Location

New York, NY 12345

Phone

(123) 456-7890

Email

email@example.com

Website

LinkedIn | portfolio

Education

Northeastern University , Boston, MA

Bachelor of Arts in Human Services

Indiana University , Indianapolis, IN

Bachelor of Science in Nonprofit Management

Key Skills

- Community outreach
- Database management
- Event planning and coordination
- Recruitment and training
- Volunteer retention and recognition

Hideo Araki

Volunteer coordinator with a strong background in public safety and community well-being. Certified in volunteer administration and nonprofit leadership. Skilled in volunteer recruitment, training, and event planning, with a talent for increasing volunteer participation and retention.

Professional Experience

Volunteer Coordinator, American Red Cross, | New York, NY
January 2019 - Present

- Recruited and trained over 200 volunteers for various disaster relief operations, increasing participation by 30%
- Organized over 50 disaster response drills, fundraising activities, and community outreach programs, ensuring smooth operations and high volunteer engagement for each event
- Started a volunteer recognition program that increased retention by 20%

Volunteer Coordinator, FEMA | Indianapolis, IN
January 2018 - December 2018

- Managed database of over 500 volunteers, ensuring accurate records and efficient volunteer deployment during emergencies
- Organized training programs to enhance volunteers' skills and emergency preparedness
- Introduced regular volunteer communications that improved retention by 15%

Professional Development

Certified in Volunteer Administration (CVA) | Council for Certification in Volunteer Administration

Certified Nonprofit Professional (CNP) | Nonprofit Leadership Alliance

Certified Fund Raising Executive (CFRE) | CFRE International