

Ben Noel Halili

Education

1992-1997 *University of California, Los Angeles*

B.A. Sociology, B.A. Political Science

2006- Present *San Francisco State University, San Francisco*

Master's Degree in Public Administration, In progress

Work experience

2003 - present *Japanese Community Youth Council San Francisco, Ca.*

San Francisco Independent Living Skills Program, Program Director

Manage and coordinate a San Francisco County Human Services Agency contract providing foster youth services such as: outreach, employment development, educational counseling, tutoring, mentoring, life-skills workshops, leadership training, social activities, and case management;

Hire, train, and supervise staff of 15 full-time employees, 15 part-time tutors, 10 volunteer mentors, and 6 youth interns in providing coordinated services;

Manage and maintain a \$980,000 budget, oversight of contract agreements, develop reporting tools, facilitate program evaluations, and implement system improvements;

Develop and manage collaborations with businesses, vocational programs, college institutions, and SF School District to increase economic opportunities and employment resources for youth and adults;

Coordinate the cross-system referral and co-case management for multiple service providers such as ILSP, Golden Gate Regional Center, Seneca Center, Department of Public Health, First Place for Youth, and Larkin St. Youth Center;

Develop and maintain partnerships with transitional housing programs and foster youth advocacy organizations in order to expand the housing resources for foster youth;

Develop partnerships with foster parents, child welfare workers, and service providers to promote permanent relationships for foster youth;

Research funding sources, write grant proposals for increased services and resources, and participate in review panels for Request for Proposal processes.

2000 - 2003 *The Community College Foundation San Francisco, Ca.*

Independent Living Program, Program Manager

Managed the tutoring, life skills classes, mentoring, computer classes, vocational services, educational counseling and outreach components of the Human Services Agency's Independent Living Skills Program;

Developed and managed partnerships with private businesses, community vocational programs, SF School District, City College of San Francisco, San Francisco State University, and community service agencies;

Supervised and trained 6 full-time staff, 10 part-time tutors and 5 volunteers;

Managed the contract requirements and budget for all the components;

Developed and implemented the tracking and reporting system to maintain services and outcome objectives, client demographics, and program successes.

1999 - 2000 *The Community College Foundation San Francisco, Ca.*

Independent Living Program, Vocational Coordinator

Developed partnerships with private businesses such as MACY's, GAP, Jamba Juice, San

Francisco Judicial Council, Exploratorium, ZEUM, Peet's Coffee, Starbucks Coffee, Safeway, and PG&E in order to expand the employment opportunities and successful retention for my program participants;

Managed collaborations with vocational training programs and community based organizations such as Treasure Island Job Corps, San Francisco OneStop Career Link Center, Conservation Corps, Mayor's Youth Employment and Education Program, and YouthWorks in order to provide comprehensive training and certification for my program participants;

Developed and implemented curriculum focusing on technical and practical work skills, job retention, career planning, higher education, college and vocational options, and independent living;

Developed and implemented vocational learning tools, assessments and evaluations in order to assist teenagers in succeeding in employment;

Organized career fairs, vocational field trips, and open interviews offering diverse opportunities for young people in foster care;

Outreached to and counseled teenagers on various challenges that they faced in their process of emancipation from the foster care system.

1998 - 1999 Search to Involve Pilipino Americans Los Angeles, Ca.

EFFORTS Project, Health Educator

Developed and implemented a teenage pregnancy prevention curriculum that taught skills such as: self-agency, goal setting, problem solving, decision-making, assertiveness, communication, self and social awareness;

Trained high school interns on presenting the health curriculum and conducting peer support groups;

Outreached to and collaborated with middle schools and high schools, youth groups and parents, community agency representatives and community members in order to expand health services to diverse populations;

Acted as a liaison between the young people, school officials, community based organizations and community members in order to improve communication and collaboration.

1997 - 1998 City of Santa Monica, Parks and Recreation Dept. Santa Monica, Ca.

CREST Program, Community Service Specialist Supervisor

Created and implemented quarterly curriculums for young people in an after-school program;

Supervised and directed 5 full-time staff through the daily program and activities;

Developed and implemented orientation and training plans for new staff;

Maintained and organized the youth's files, the program's budget and accounting.

1996 - 1997 City of Santa Monica, Parks and Recreation Dept. Santa Monica, Ca.

CREST Program, Community Service Specialist

Implemented program curriculum that involved tutoring, sports, arts and crafts, and enrichment classes;

Assisted with community youth activities: track meets, city fairs, community day-camps, youth educational trips;

Assisted with updating and maintaining program supplies.

Volunteer experience

1999 - present Trips For Kids

San Rafael, Ca.

Ride Leader

Lead mountain biking trips for young people of various backgrounds. Educated youth on natural and environmental issues. Serve as a mentor for youth.

Languages

Pilipino, Tagalog Dialect