

SANDRA PRICE

OPERATIONS & PROGRAM MANAGEMENT PROFESSIONAL, TALENT & COMMUNITY ENGAGEMENT

Highly accomplished operations and program leader with over 25 years of experience developing, scaling, and managing complex initiatives across non-profit and corporate environments. Seeking to leverage proven ability in end-to-end program ownership, community engagement, and creative talent sourcing to build and scale internship and early talent programs. Expert in managing logistics, driving measurable outcomes through data, and collaborating effectively with technical and engineering teams.

CORE COMPETENCIES

- Program Ownership & Scaling: End-to-end program management (recruiting, onboarding, offboarding).
- Early Talent Sourcing: Creative outreach and community engagement.
- Technical Collaboration: Comfort working directly with AI/ML and Engineering leaders; translating technical talent needs into pipeline strategy.
- Logistics & Operations: Budget management, scheduling, vendor negotiation, process optimization, and compliance with federal contract regulations.
- Financial Oversight & Grants: Forecasting, budget development, financial reporting, and grant administration/management (local and federal).
- Impact Reporting: Measuring program success (conversion rates, engagement, satisfaction) and leveraging data for continuous improvement.
- Stakeholder Management: Building partnerships with community organizations, city officials, and internal executives.

EDUCATION & PROFESSIONAL DEVELOPMENT

- Oregon State University: Technical Writing Certificate (In Progress)
- Towson University: Project Management Professional (PMP) Program
- Howard Community College: Business Administration Studies
- Training & Expertise: Program Evaluation, Quality Assurance, Grant Writing, Technology Business Analysis, Developing and Delivering In-Person and Web-Based Training.

PROFESSIONAL EXPERIENCE

Programs Operations Manager

City of Laurel Multiservice Center - June 2024 - Present

- Owns and manages the day-to-day operations and programmatic success of a multiservice center, directly managing staff, demonstrating strong operational leadership in a fast-moving, high-stakes environment.
- Manages grant and statistical reporting for local and state-funded programs, ensuring compliance and accurate tracking of measurable program success indicators.
- Spearheads community engagement via resource fairs and events, successfully leading outreach initiatives that increase vulnerable population engagement by >15%.
- Manages specialized programs (e.g., "Getting Ahead Program"), implementing process improvements that result in a 25% increase in participant success rates.
- Administers all operational logistics, including budget management, purchasing, and facility scheduling, ensuring smooth execution of multiple simultaneous initiatives.
- Cultivates strategic partnerships with 10+ community stakeholders and government officials to expand program reach and service offerings.

Community Educator & Volunteer Program Manager

HopeWorks of Howard County - May 2021 - June 2024

- Coordinated project timelines and resources to ensure successful completion within budget.
- Fostered partnerships with local businesses, resulting in increased sponsorship and support.
- Engaged volunteers to expand program reach and effectiveness, resulting in higher participation rates.

Senior Travel Administrator

Broadcast Sports, International (NEP Group) - April 2014 - July 2021

- Managed complex, high-volume logistics for over 500 annual domestic and international events for technical broadcast teams, streamlining processes and reducing costs by over 20%.
- Annually negotiated contracts with over 150 hotels and vendors, securing favorable rates and demonstrating mastery in managing third-party relationships and logistics crucial for event-based talent.
- Planned and executed in-house events, fostering corporate social responsibility and employee wellness programs.

Director, Scheduling and Planning

Danya International, Inc. - March 2006-September 2012

- Directed a 17-member staff and 250+ consultant team, overseeing the management of scheduling and logistics for 1,000+ annual monitoring reviews under a major federal Head Start contract.
- Established and enforced rigorous operational policies in compliance with strict federal regulations, ensuring the program maintained high fidelity and audit readiness.
- Developed and managed the departmental budget of >\$30mil and delivered accurate, timely financial reports to the Executive Management Team, demonstrating strong fiscal oversight of a government-funded initiative.
- Provided administrative oversight and quality assurance across all contract deliverables, ensuring high performance and client satisfaction for a critical government program.

Human Rights-Focused Professional Summary

Dedicated Operations and Program Management Professional with over 25 years of experience advancing the principles of the UN Universal Declaration of Human Rights. Proven record in safeguarding the Right to Social Security (Art. 22) and the Right to an Adequate Standard of Living (Art. 25) by managing multi-million dollar community-led initiatives. Expert in promoting the Right to Equality and Non-Discrimination (Art. 2) through inclusive program design, advocacy for vulnerable populations, and mentorship. Committed to ensuring Just and Favorable Conditions of Work (Art. 23) and fostering community-based solutions that uphold the inherent dignity of every individual.

Core Competencies in Human Rights Frameworks

- **Equity & Non-Discrimination:** Developing outreach strategies for underrepresented groups to ensure equal access to public services.
- **Economic & Social Rights:** Administering federal and local grants to secure housing, food, and social protections for community members.
- **Advocacy & Mentorship:** Empowering women and youth through education and professional development, supporting the Right to Education (Art. 26).
- **Operational Compliance:** Ensuring all programs adhere to rigorous standards of fairness, transparency, and the Rule of Law.

Professional Experience

Programs Operations Manager | City of Laurel Multiservice Center

- **Upholding the Right to Social Services (Art. 25):** Directing the launch of the ENOUGH Initiative, a capacity-building partnership for community-led organizations focused on poverty reduction and social equity.
- **Protecting Vulnerable Populations:** Managing the operational logistics of a Winter Shelter Program, directly supporting the right to security in the event of lack of livelihood in circumstances beyond one's control.
- **Promoting Financial Equality:** In partnership with Touch Stones Financial Wellness Services, assisted with planning Children's Financial Literacy Day to provide youth with the tools necessary for future economic independence and the Right to Work (Art. 23).

- **Engagement & Inclusion:** Increased community engagement by 15% through inclusive outreach, ensuring the Right to Participate in the Cultural Life of the Community (Art. 27).

Senior Travel Administrator | Broadcast Sports, International (NEP Group)

- **Ensuring Just Working Conditions (Art. 23):** Managed high-volume logistics and vendor negotiations to ensure safe and favorable travel and lodging conditions for international technical teams.
- **Fostering Corporate Responsibility:** Developed employee wellness programs that promoted the Right to Health and Well-being (Art. 25) within the corporate environment.

Director, Scheduling and Planning | Danya International, Inc.

- **Safeguarding the Rights of the Child (Art. 25 & 26):** Oversaw a \$30M+ federal Head Start contract, ensuring that early childhood education and care programs met strict federal quality and safety standards.
- **Promoting Accountability & Fairness:** Led a large-scale consultant team in conducting monitoring reviews, ensuring that government-funded programs were administered equitably and without discrimination.

Community & Advocacy Leadership

- **Human Rights Advocacy:** Actively participating in regional conferences (e.g., Maryland Nonprofits Annual Conference) to stay at the forefront of social justice and nonprofit equity standards.
- **Mentorship & Empowerment:** Serving as a mentor for women and girls, focusing on leadership development and the realization of individual potential as outlined in the Free and Full Development of Personality (Art. 29).