

YADIRA SANDOVAL HOBBY

Skilled at managing tight deadlines in challenging roles and assignments. Self-starting and accomplished special event and project manager experienced in donor and volunteer relations.

Dedicated to building a highly motivated team committed to achieving the organizational mission and goals. Skilled at prioritizing activities, communicating concisely and allocating resources effectively.

Active and engaged member of our community with professional and volunteer experience in fundraising and nonprofit marketing. Salinas native enthusiastic about programs that facilitate the wellbeing of young people in our community.

Bicultural, bilingual and bi-literate in Spanish and English. Credentialed interpreter with an excellent ability to interpret and translate.

PROFESSIONAL EXPERIENCE

Director of Annual Programs

Natividad Foundation, Salinas, Ca, 2022 – Present

- Cultivate and Steward Donors
- Manage Annual Individual Giving Campaigns
- Project Management

Event Coordinator, Consultant

Self Employed, Salinas, Ca, 2018 – Present

- Provide logistical, coordination, and event management.

Development Coordinator

Big Sur Land Trust, Monterey, Ca, 2019 – 2021

- Cultivate and Steward Donors
- Donor Data Management
- Event Coordinator
- Draft Program Policies
- Project Management

Principal Office Assistant

Natividad, Salinas, Ca, 2014-2019

- Coordinate projects
- Analyzing & Interpreting Data
- Manage projects
- Create and Upkeep of Tracking Tools

Nursing Assistant/Medical Unit Clerk

Natividad Medical Center, Salinas, CA, 2008-2014

Office Manager

Pediatric Associates of Julington Creek, Fruit Cove, FL 2005-2008

Aviation Machinist Mate (Mechanic)

U.S. Navy, Jacksonville, FL, 1999- 2004

EDUCATION

Masters of Business Administration

California State University Monterey Bay, Marina, CA, 2017

Bachelor of Business Administration, Healthcare Management

American InterContinental University, Hoffman Estates, IL, 2011

Associate of Arts

Florida Community College of Jacksonville, Jacksonville, FL, 2007

Medical Assistant Program, Medical Assistant (900 Hours)

Sanford Brown Institute, Jacksonville, FL, 2005

PROFESSIONAL GROWTH AND DEVELOPMENT & ACHIEVEMENTS

Toastmasters

Member of Sunrise Toastmasters club.

2023 Veteran of the Year

VOLUNTEER COMMITMENTS

NonProfit Alliance of Monterey County

Committee Member

Salinas Hometown Hero Banners

Director, Project Manager

National Steinbeck Center

Board Member

Action Council

Board Member

American Legion Post 31

Active Member