

MIKI FUJIMOTO

EDUCATION

University of California, Los Angeles, 1994
Master of Arts in Urban Planning

University of California, Irvine, 1981
Bachelor of Arts in Social Ecology

Universal, Centro De Lengua y Comunicacion Social, Cuernavaca, Mexico, 1985, 1986
Intensive Spanish language study

PROFESSIONAL EXPERIENCE

Strategic Community Partners, Principal, October 2007 to present
Consultant, 2001-2005

- Consultant services in community based research, evaluation, program planning and development, technical reports and publications, grant research and writing
- Research methods include key informant interviews, focus groups, archival reviews, literature searches and reviews, data analysis, ethnographic interview instruments, organizational retrospectives

Graduate Certificate in Nonprofit Management, Masters in Public Administration Program, California State University Northridge, Los Angeles, 2008

Lecturer, 2008

- Course in strategic planning, needs assessment, program design, and evaluation.

Chinatown Service Center, Los Angeles

Director of Administration & Human Resources, 1996-1998

- Chief operations and personnel officer for a multi-service agency with 80 staff at five sites; directly supervised three to five administrative positions
- Human resources: development of personnel policies and practices, including recruitment, hire, discipline, and promotion; conducted interviews, salary surveys, training; responsible for benefits administration and volunteer program
- Administration: health and safety, insurance, facilities management, construction oversight, network administration, equipment repair and maintenance at five agency sites

Development Specialist II, 2005-2007

- Program planning, research, and grant writing for at-risk youth, low-income seniors, social services, health programs; and multi-departmental/multi-disciplinary projects.
- Conducted prospect research, secondary research, structured interviews
- Provided advice and made recommendations on strategic program and organizational development issues

Los Angeles Neighborhood Initiative (LANI), Los Angeles, 1994-1996

Deputy Director

- Program planning and administration for neighborhood revitalization efforts in eight ethnically diverse, low-income neighborhoods
- Provided oversight for project managers, consultants and interns
- Assisted as liaison to Mayor's Office, City Council Offices, local and regional agencies, community advisory boards, technical advisors, and Board of Directors
- Assisted with grant proposals and reports to funders and Board of Directors; organized technical assistance workshops

Mexican American Legal Defense & Educational Fund (MALDEF), Los Angeles, 1987-1992

National Immigration & Employment Programs

- Policy analysis, project development, litigation support and advocacy on immigration and employment matters; representative to local, state and national forums and coalitions
- Responsible for a docket of over 30 federal administrative cases; documented claims and assisted in writing of national policy publication
- Member of City of Los Angeles task force on street vending, co-authored final report
- Created and chaired statewide community-labor network
- Directed and organized the Los Angeles area component of a statewide delegation investigating U.S./Mexico border human rights issues
- Conducted local advocacy and national education assistance on INS-police issues
- Created summer intern program for law students and undergraduates; recruited, placed and supervised students and volunteers

Central American Refugee Center (CARECEN), Los Angeles, 1983-1987

Administrator

- Played a key role in the development of a volunteer group into a community center with a full-time staff over a five year period
- Researched and wrote grant proposals; wrote and produced promotional materials and direct mail solicitation appeals
- Assisted in media and publicity work, program development, special events, local and national human rights campaigns
- Recruited and placed volunteers and staff

SUMMARY OF PROFESSIONAL EXPERIENCE, 1982-1987

Investigation, litigation support, legal services, administration, community outreach and education on landlord tenant, rent control, consumer, real property, ethical conduct, and uninsured torts issues

- *State Bar of California, Office of Trial Counsel, Los Angeles, 1986-1987*
- *Legal Aid Foundation of Los Angeles, Los Angeles, 1985-1986*
- *Public Counsel, Los Angeles, 1982-1984*

PUBLICATIONS

Contributing Researcher, "Helping You to Help: A Service Provider's Cultural Guide to Assisting African American Caregivers in Los Angeles County," 2007

Co-author, "Obesity and Diabetes Among South Bay Samoans: The Soifua Malolina Project," *Journal of the Federation of American Societies for Experimental Biology*, 2006

Co-author, "Knowledge of Immigrant Communities of Santa Clara County," *Citizenship & Immigrant Services, Office of Human Relations, County of Santa Clara*, August, 2001

Co-author, "Organizing Latino Workers in Southern California," *UCLA Center for Labor Research and Education, Institute of Industrial Relations*, 1991

Co-author, "Report of the Task Force on Street Vending in Los Angeles," *City of Los Angeles*, 1990

PROFESSIONAL AFFILIATIONS & AWARDS

- Steering Committee, Asian Pacific American Community Research Roundtable
- Advisory Committee, "Building A Learning Organization: Strengthening Evaluation Capacity," California Community Foundation, United Way Los Angeles
- Certificate, "Protecting Human Research Participants," Office of Extramural Research, National Institutes of Health
- Public Service Humanitarian Award, General Consulate of Mexico
- Asian Pacific American Labor Alliance