

LUCAS CRAGER

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SUMMARY OF QUALIFICATIONS

Strong team player with motivating leadership style; Ability to multitask with precision and meet deadlines; Excellent written and verbal communication skills; Ability to work with a diverse group of people; Excellent interpersonal skills.

WORK EXPERIENCE

Easterseals Arc, Fort Wayne, IN

- Program Director [August 2022 - Present]
- Program Supervisor [February 2020 - August 2022]
- Coordinator [January 2019 - February 2020]
- Job Coach [May 2017 - January 2019]

Responsible for day to day program operations. Implementing changes for program improvements and growth. Working in collaboration with school leadership personnel, business leaders, State Representatives, parents and students. Overseeing program operations within 10+ schools, across multiple counties in North East Indiana. Have an understanding of the program budget by submitting monthly financial statements and working within ratios. Implementing new programming within the department. Consistent communications with team members and those involved in the program. Performing program audits. Utilizing personal connections to improve programming needs. Solving multiple problems with creative solutions to ensure programming is consistent for those we serve.

Kingston at DuPont, Dietary Aide, Fort Wayne, IN [May 2014 -June 2017]

Responsible for providing food services to residents in a friendly and efficient manner, to ensure compliance with food quality and safety requirements and to operate and maintain a safe, sanitary food preparation environment in compliance with Kingston policies and procedures and regulatory guidelines; Follow menus and prepare/serve food and beverages to residents; Organize duties to complete tray service in a timely manner; Assure that Kitchen, serving areas and equipment are maintained and sanitized per company procedures; Store food in compliance with dietary procedures; Following all HIPAA rules and regulations.

SPECIAL SKILLS

- *Computer Skills:* MS Word, PowerPoint, and Excel
- *Language Skills:* Conversant in Spanish
- *Adobe Certified:* InDesign, Illustrator, and Photoshop

AWARDS & COMMUNITY INVOLVEMENT

- *Color Guard Director,* Northside High School, June 2022- Present
- *Volunteer,* Community Harvest Food Bank, June 2020- Present
- *Volunteer,* Neighbor Link, June 2020
- *Recognized,* The Board of Fort Wayne Community Schools, April 2015
- *Volunteer,* The Soup Kitchen, September 2015