

**SHAIMAA MOSTAFA AWAD MOSTAFA EI SHERIF**

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**EDUCATION**

2019 to Present Doctoral Student, Educational Research in Higher Education, Lancaster University, United Kingdom. Expected to graduate 2024.

2017 Post-Graduate Diploma in Curriculum Design and Development, International Bureau of Education, UNESCO.

2015 M.A. International and Comparative Education, Graduate School of Education, The American University in Cairo.  
Concentration: Educational Leadership.  
Thesis Title: Civil Society Organization Support to Global Citizenship through Character Education in Egypt: A Case Study of the Human Foundation Organization.

2000 B.A. Arts, English Language and Literature, Ain Shams University, Egypt.

**PROFESSIONAL EXPERIENCE**

2021 to present, Instructor, Department of Rhetoric and Composition, The American University in Cairo.

2019 to present “Teaching Early Years Learners” Track Academic Coordinator, Professional Educator Diploma (PED), Graduate School of Education, The American University in Cairo. My responsibilities are to oversee and develop the “Teaching Early Years Learners” as per the below tasks:

- **Hiring**
  - Being a member of the instructors’ hiring committee
- **Program Material**
  - Being responsible for the track content development and update
- **Professional Development**
  - Orienting new instructors to the culture, policies, and practices of PED program
  - Mentoring new instructors in their first semester/year by supporting them socially, emotionally, and academically
  - Encouraging continuous reflective dialogue by asking critical questions
  - Coaching and conducting training for new and returning instructors

- o Offering/ arranging for regular quarterly professional development sessions for PED instructors to be held between semesters
- **Evaluation**
  - o Observing every new instructor during her/his first semester by following clinical supervision cycle and preparing two reports
  - o Observing every current returning instructor once per year by following clinical supervision cycle and preparing a report
- **Reporting**
  - o Preparing a report for every instructor merging both students' ratings and evaluation reports to be presented to the Chair of International and Comparative Education at Graduate School of Education.
  - o Preparing a monthly report to be presented to the Chair of International and Comparative Education at Graduate School of Education about the meetings, professional development sessions or any other activities conducted during the month.

2015 to present- Instructor, Professional Educator Diploma (PED), Graduate School of Education, The American University in Cairo. Courses taught:

- ***Active Engagement for Learning.*** (Spring 2018 to Present)
- ***Teaching Practicum for Differentiation of Classroom Instruction for Young Learners*** (Summer 2016 to Present).
- ***Family and Community Involvement in the Education of Young Learners*** (Summer & Fall 2015).
- ***Child Development for Early Years Education*** (Fall 2015, Spring 2016).

2018- 2019 Senior Program Coordinator, USAID Local Scholarship Program (LSP), Office of Student Financial Affairs and Scholarship, The American University in Cairo. My responsibilities are to manage and coordinate the day-to-day IIE-LSP Scholars Program at the university, to carry out key responsibilities in the on-going monitoring and support of LSP students and in the coordination of various program activities that will be implemented by IIE and its partners. This is in addition to being responsible for guiding, mentoring and ensuring that the students' needs are met throughout their enrollment duration in the program, ensuring compliance to the scholarship requirements and the student grant agreement and for fulfilling the IIE-LSP Scholars Program reporting requirements.

2017 Program Coordinator. First Year Experience (FYE) . The American University in Cairo.

2017 Project Research Associate. Civic and Peace Education Initiative, The American University in Cairo. The initiative aims at developing and piloting a teaching module for faculty development that would enable the integration of peace values in the curriculum,

using different teaching strategies. My responsibilities are to support the project director in: organizing and facilitating the visits of 3 peer advisors, contributing to the development of materials for workshops and task force meetings, attending all workshops and task force meetings, tending to all the logistics related to the peer advisors' visits, documenting all activities, keeping record and report on the initiative activities and the piloting assessment of the teaching module.

2016- 2017 Program Manager for USAID-funded "Bachelor Degree Curriculum Development Professional Exchange" for University Leaders in Afghanistan. My responsibilities are to manage all aspects of planning, curriculum, and delivery for a two-week intensive study tour so that the Ministry of Higher Education and university leaders could learn directly from AUC about curriculum development and higher education leadership. AUC was a sub-grantee to FHI 360.

2015- 2017 Research Associate and Co-Coordinator, AUC-Funded project, entitled "Integrating Effective Community-Based Learning in Academic Disciplines for Student Citizenship". Project PI/Director Dr. Nagwa Megahed, International and Comparative Education Dept., Graduate School of Education, The American University in Cairo. My responsibilities are to assist in planning for and attend project meetings; participate in literature review, assist in the development of research tools; participate in data collection and analysis and report on findings; collaborate with the administrative and financial officer in coordinating project-related matters; maintain central filing for the project documents.

2015 - 2017 Research Associate. AUC- Funded Faculty Research Project, entitled "Participatory Research-based Model for Fostering Organizational Learning in Egyptian Faculties of Education". Project PI/Director Dr. Nagwa Megahed, International and Comparative Education Dept., Graduate School of Education, The American University in Cairo. My responsibilities are to participate in conducting literature review; attend project-related meetings; assist in the development of research tools; analyze qualitative data in Arabic and translating it to English and develop initial draft report of qualitative data analysis.

2015 Research Associate, International and Comparative Education Dept., Graduate School of Education, The American University in Cairo. My responsibilities are to continue the review of five case studies to ensure that they all follow APA style with accurate referencing and format and contact authors for any inquires, to conduct a review of background materials in English (i.e., the Framework for 21st Century Student Outcomes and Support Systems in Educator Preparation; organizational learning and participatory research approach; etc.) and to provide briefs in English and Arabic. Also, to support the project PI and Co-PI in preparing initial/draft research tools (in English and Arabic) needed for obtaining the IRB approval prior to embarking on the project. This is in addition to the provision and annotation of needed literature and/or data related to the project focus available in English, to coordinate activities and organize materials for meetings and workshops, and assist in the administration of research tools at the research site.

2014 Research Assistant, Comparative and International Education Research Initiative, Graduate School of Education, The American University in Cairo. My responsibilities were to collect latest reports on post-2015 education development goal, provide a synthesis report and to support the finalization of the special report on "Quality Education for All in Egypt: Case studies" by adjusting the report format and list of references following APA style.

2013-2014 Research Fellow, Graduate School of Education, The American University in Cairo. Research Project "Character Education for Constructing Global Citizens".

2007- 2012 Teacher of English language, Futures Tech Language School. My responsibilities included developing schemes of work and lesson plans in line with curriculum objectives, facilitating learning by establishing a relationship with pupils and by organizing the learning resources and the classroom learning environment, developing and fostering the appropriate skills and social abilities to enable the optimum development of children, according to age, ability and aptitude, assessing and recording progress and prepare pupils for examinations and linking pupils' knowledge to earlier learning and developing ways to encourage it further, and challenging and inspiring pupils to help them widen their knowledge and understanding.

### **PROFESSIONAL CONSULTANCIES**

2017 Part-time Educational Consultant. ZOREX Training and Consultancy.

2015-2017 Part-time Educational Consultant and Book Editor. The International Language Bookshop (ILB).

### **FELLOWSHIPS AND GRANTS**

2012- 2014 University Fellowship, The American University in Cairo.

2013- 2014 Conference Travel Grant, Graduate Studies Office, The American University in Cairo.

2014-2015 Conference Travel Grant, Graduate Studies Office, The American University in Cairo.

2015-2016 Conference Travel Grant, Graduate Studies Office, The American University in Cairo.

2016- 2017 Scholarship, UNESCO & the Hamdan Bin Rashid Al Maktoum Award For Distinguished Academic Performance for studying Post-Graduate Diploma in Curriculum Design and Development

## **EXCHANGE PROGRAMS**

- Dec. 2014 One-week program in professional development, practicum and action research, exchange South-South visit to The American University of Beirut, The Middle East Institute for Higher Education (TEMPUS Awarded Grant), The American University in Cairo.
- Nov. 2013 Two- week program in professional development, practicum and action research, exchange South-North visit to University of Malta, The Middle East Institute for Higher Education (TEMPUS Awarded Grant), The American University in Cairo.

## **CONFERENCE PRESENTATIONS**

- March 2018- Innovation Arabia 11- Annual Congress 2018, Dubai.
- March 2017- Innovation Arabia 10- Annual Congress 2017, Dubai.
- December 2015- Oxford Education Research Symposium. Fall Symposium March 2015- AUC 21<sup>st</sup> Annual Research Conference. Middle East and North Africa Region: Post-2015 Development Agenda.
- March 2015- Annual conference of The Comparative and International Education Society (CIES), Washington, D.C.
- March 2015- AUC 21<sup>st</sup> Annual Research Conference. Middle East and North Africa Region: Post-2015 Development Agenda.
- March 2015- Annual conference of The Comparative and International Education Society (CIES), Washington, D.C.
- March 2014- Annual conference of The Comparative and International Education Society (CIES), Toronto, Canada.
- Feb. 2014- The Graduate School of Education Research Forum, “Quality Education for All in Egypt: Post-2015 Global Development Goal”, The American University in Cairo

## **PUBLICATIONS**

- Awad, S. & Osman, G. (2019). An action plan for activating and improving the role of the teacher-training quality units in the Egyptian public schools: a pilot study. *International Journal of Excellence in Education*. Vol. 8, Issue 2 (Special Issue UNESCO-IA11).
- Awad, S. (2017). Global Citizenship Education and Civil Society in Egypt: A Case Study of a Character Education Program. In N. Megahed. *Education During the Time of the Revolution:*

*Dialectics of Education in Conflict*. Comparative and International Education: A Diversity of Voices Book Series. Rotterdam, the Netherlands: Sense Publishers.

Awad, S. (2016) Civil Society Organization Support to Global Citizenship through Character Education in Egypt: A Case Study of the Human Foundation Organization. Pp. 30-57 in N. Megahed (ed.) Quality Education for All in Egypt, “Post 2015 Education Development Goal”: Case Studies. Comparative Education Research Series, Graduate School of Education, The American University in Cairo.

Awad, S. (2014) Civil Society Organization Support to Global Citizenship through Character Education in Egypt: A Case Study of the Human Foundation Organization. Unpublished M.A. Thesis. The American University in Cairo.

## **PROFESSIONAL DEVELOPMENT & TRAINING COURSES COMPLETED**

Spring 2020 Fundamentals of Online Facilitation, Center for Learning and Teaching, The American University in Cairo. The course focused on the below topics:

- Foundations of Online Learning
- Preparing to Teach
- Creating & Maintaining Social Presence
- Facilitating Interaction & Collaboration
- Assessment and Feedback

Spring 2019 Blended Learning Certificate, Center for Learning and Teaching, The American University in Cairo. The course focused on the below topics:

- Introduction to Basic Concepts of Blended Learning
- Assessment in Blended Courses
- Content Development, Copyright & Open Educational Resources (OERs)
- Interaction in Blended Courses
- Collaboration and Group Work in Blended Courses
- Technology Training

Spring 2018 Teaching Enhancement Certificate I, Faculty Development Institute, Center for Learning and Teaching, The American University in Cairo

April 2012 One-week training program in Action Research for All Schools (ARAS), The Middle East Institute for Higher Education, The American University in Cairo

Teaching Knowledge Test (TKT), British Council

## **LANGUAGES**

- **Arabic** : Excellent Written & Spoken
- **English** : Excellent Written & Spoken
- **French** : Fair Written & Spoken

## **COMPUTER SKILLS**

- Excellent Microsoft office skills (Word, Excel and PowerPoint).
- Working on interactive white boards, classmate PCs using e-learning technology
- Using and working on Learning Management System (LMS)
- Using Blackboard and Turnitin

## **INTERESTS & SOCIAL SKILLS**

- Research
- Reflection
- Reading
- Building Rapport
- Travelling, and exploring different cultures & societies
- Listening to and playing music

## **SKILLS AND ABILITIES**

- Ability to learn
- Ability to work under pressure
- Ability to work in a team