

## Ms. DEBYANI MUKHERJEE RAWAL

Date of birth : 09<sup>th</sup> February 1976  
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Nationality : Indian

### A. PROFESSIONAL STATEMENT

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I can build long-term trust-based relationships with people based on a collaborative and friendly approach. A profound understanding of the elements of the International Baccalaureate Diploma Programme and National Curriculum Framework is my forte, backed by seasoned experience in multi-disciplinary teaching/learning and implementing new practices. With a meticulous eye for detail, I am experienced in **developing skill-based assessments for students and redesigning the curriculum delivery** to make it learner-centric.

### B. KEY SKILLS

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- ❖ Excellent collaborative skills with the ability to engage with a diverse group
- ❖ Competent in the application of digital media
- ❖ Detail-oriented and systematic organisational skills
- ❖ Curriculum designing and Project implementation
- ❖ Strong interpersonal skills which support positive relationship-building
- ❖ Advanced proficiency in the English language, excellent communication and writing skills

### C. WORK EXPERIENCE: EDUCATION SECTOR

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#### UWC - JAPAN ISAK Summer School Admission Review Panel Member

Member of the team [online role] at UWC Japan ISAK Summer School 2023 – Admission Reviewer/Reader to contribute towards the admission process for UWC Japan Summer School.

#### Experience – 20<sup>th</sup> May 2023 onwards

- **Certified Lead Auditor ISO 21001:2018 – International Standard for 'Management Systems for Educational Organisations – EOMS', Certificate recognised by Exemplar Global, USA.**

As an external consultant with COAE International, conducting Academic Audits in Schools.

- **External Expert with ACER – Australian Council For Educational Research, New Delhi** – Member of the Curriculum Review Committee for Middle Years Programme [ Individual & Society] - Delhi Board of Secondary Education.

Panel member for evaluating the Delhi Board Secondary Education - Individual & Societies curricula [Grade 6-10] to ensure alignment with the International Baccalaureate MYP educational goals, standards, and best practices. Responsible for recommending changes in curriculum design, content, and instructional strategies to ensure that the curriculum is relevant and meets the skill development needs of learners.

Experience – 06<sup>th</sup> January, 2016 till 18<sup>th</sup> May 2023

**Employer Name** Step By Step School, Sector 132, Noida, Uttar Pradesh, India

**Post/Designation** Senior Academic Faculty in Economics

**Nature of duties** **Academic/pedagogical instructor in Economics for International Baccalaureate [IB] – Diploma Program**

I have been skilfully **designing and incorporating innovative learning and assessment resources/ tools for classroom use** following the UBD (Understanding by Design) educational planning approach.

**Trained by Ms Elizabeth Rossini, a world-renowned thought leader on Understanding by Design (UbD).**

**Designed a 13 Day Summer Program course titled “Mindfully Designing a Sustainable Future.”**

The course is based on a problem-solving approach, with myriad experiential activities [ based on art, theatre, poetry etc] that will allow the learners to empathically accept diversity and thereby **mindfully design** sustainable solutions to human-created problems.

**Faculty in Economics and Entrepreneurship for the Indian National Curriculum [Central Board of Secondary Education] Class XII** – Work towards developing a positive relationship with students and ensure differentiated academic instruction methodologies/assessment tools in class, focussing on continuous student engagement

Responsibilities include-

- Developing assessments based on the **Competency-Based Framework** under NEP, 2020.

- Planning and developing inquiry-based academic resources to develop critical thinking skills amongst students, as well as nurture their social and emotional resilience
- Developing **Project-based and Problem-based learning resources** for students and developing corresponding assessment rubrics for student evaluation
- Implementing '**Norms of collaboration**' through conducting workshops/sessions
- Inter-disciplinary collaborative planning with faculty members

### Experience with Accreditation/School Evaluation

#### **Member of the Core Team for both Two 5-Year International Baccalaureate School Evaluation [2017 and 2022]-**

Worked extensively on required Review and Documentation of relevant School Policies for the Review Submissions

#### **Experience with Project Planning and Implementation:**

- ∞ **Planning and execution** of the School's Annual Program Development Plan [PDP]
- ∞ **Formalisation and documentation** of required School policies/documents for the IB mandated Self Study Questionnaire

Responsibility included –

- **Committee Coordinator** for the following teams to review and implement the Standard & Practices as required by IB:
  - a. Purpose:
    - ✓ Sharing an important mission
  - b. Environment
    - ✓ Student Support
  - c. Learning: Ensuring effective education
    - ✓ Designing a coherent curriculum
    - ✓ Students as Lifelong learners
    - ✓ Approaches to Teaching
    - ✓ Approaches to Assessment
- **Reviewing and updating of School Policies** in sync with IB mandated requirements, along with completion of required documentation for the Preliminary Review Submissions.
- **Planning, formalising and implementing** the annual **Programme Development Plan [PDP]** for the current year. Working with different stakeholders on the implementation

and evaluation of the PDP, along with required relevant documentation to be uploaded to IB.

- Formalising Unit Plans as per IB framework in collaboration with the DP-Coordinator.

**International Baccalaureate Assessment - Examiner** for Economics: Successfully marking against well-defined criteria for Final Exam allocations from across the world.

- ✓ Examiner for both May and November Examination Sessions
- ✓ Reviewer 'At-risk' commentaries.
- ✓ Examiner for Enquiry Upon Results

**Assessment Specialist (External Examiner) for Economics [IGCSE] under Cambridge International Education - CAIE**

**Delivering excellent IB Diploma Program Final results** with only Grade 7 (highest possible grade) and 6 in Economics throughout all years of IB teaching.

**Pedagogical Instructor in Economics for Cambridge IGCSE - CIE [Classes IX and X] –**

Guiding students in the teaching learning process; and delivering consistently excellent results in Economics (95% of students getting A\* and A in Economics IGCSE) every year [2016 January onwards till present]

**Extended Essay Supervisor [under IBDP program] in Economics** – Supervise and mentor students studying 'Higher Level' Economics to develop the research skills; and inspire them to work on new ideas to drive their research projects , thereby closely integrating the learner with real world connections.

Guiding students on varied areas of research, primarily working in the area of Development Economics. Under my supervision, students are delivering Grade 'A' Extended Essay results in Economics, whereby Global results are very minimal for securing an A in Economics Extended Essay.

### **Mentor to new teacher recruits joining the International Program [IBDP]**

In that capacity, conducted induction workshops and mentor the new teacher recruits to understand the School culture to help them create a positive classroom/ learning environment. My persistent co-ordination and interaction has been instrumental in developing effective teaching abilities in the new professionals.

**Home Room Teacher for Grade XII students** since 2016 till present. In that capacity, work with my teachers' team towards creating an equitable learning environment for the students, have been their mentor/educator and enabled their all-round development.

### **Special Achievements**

Received '**Long Service Award' and Letter of Appreciation** from Step By Step School for dedicated and meaningful contribution as an Educator.

I was **selected amongst all School teachers [final team of 4 teachers]** to share with the School community the best practices innovated and implemented in classrooms - as part of the first Educational Talk Program (Ed-Talks) initiated in our School.

### **Experience – 01<sup>st</sup> June, 2010 to 19<sup>th</sup> April, 2013**

#### **Employer Name**

B.K. Majumdar Institute of Business Administration, Amrut Mody School Of Management, Ahmedabad University (Ahmedabad, India)

#### **Post/Designation**

- ✓ **Assistant Professor in Economics (Full-time permanent)**
- ✓ **Co-ordinator for the Economics Curriculum at BKMIBA**
- ✓ **Head of Department - Economics**

#### **Nature of duties**

Mentored and taught Year 1 to Year 3 students in Micro, Macro and International Economics.

Responsible for **designing and developing the Curriculum** for Micro and International Economics.

Administrative role included creating and implementing instructional systems, and assessment strategies to improve learning in Economics for Year 1 to Year 3 students.

I designed and implemented challenging learning experiences for students through the integration of curriculum and pedagogy, and created assessments that evaluated the skills of students.

## Experience – 2003 to 2009

<b>Freelance</b>	Freelance Content Writer
<b>Assignments</b>	Working from home as a freelance content writer for Ed-tech firms, thereby demonstrating excellent research skills.

## Experience – July, 1999 to October, 2002

<b>Employer Name</b>	Maharaja Agrasen College, University of Delhi, New Delhi - India
<b>Post/Designation</b>	✓ <b>Assistant Professor in Business Economics</b>
<b>Nature of duties</b>	Taught and developed courses in Business Economics to 1st, 2nd and 3rd Year students, as per Delhi University guidelines.

### D. EXPERIENCE AS A RESOURCE PERSON

1. **Resource person** for conducting a training workshop on '**Review and Analysis of Economics Syllabi, Instructional strategies and Assessment**' used in different countries at Higher Secondary [Age group 16-19 years]' conducted by the National Council of Educational Research and Training [NCERT] under Government of India, in August 2018 – New Delhi.
2. Resource person for Review Meeting on '**Development of Online Courses in Social Science for Teachers**' conducted by the Department of Education in Social Sciences, **NCERT, Government of India** from 21-26 September 2020.
3. Contributor for a three-day collaborative program on '**Development of Online course in Social Sciences for Teachers**' at the Department of Education in Social Sciences, NCERT New Delhi, Government of India. [September 2019]
4. Resource person for conducting a workshop on '**A study on promoting Integrated Module in the Teaching-Learning of Economics at the Higher Secondary Stage.**' [December 9-11, 2019] at Dept. of Social Science, NCERT, Government of India, New Delhi.
5. **Resource person in Diploma Program - Economics for the IB Professional Development Digital Exchange**, an online learning platform built by teachers for teachers. Contributing comprehensive assessment resources, lessons, presentations, and student materials aligned to IB DP Economics, published and accessible to DP Educators worldwide.
6. Resource person in Economics for live-streaming lectures on National Television – **Prime Minister Shri. Narendra Modi's eVidya under the Ministry of Education, Government of India, conducted by the National Council of Educational Research and Training [NCERT], New Delhi**

<https://www.youtube.com/watch?v=wid9DxA3-7Q>

7. Resource person for a **live streaming telecast on National TV Channel** - Kishore Manchh under Swayam Prabha Program [conducted by Department of Education in Social Sciences, **NCERT, Government of India**], on '**Effective Pedagogy for Enhancing Teaching-Learning of Economics**' for young learners across the country.

[https://www.youtube.com/watch?v=pGcfX\[tu0il](https://www.youtube.com/watch?v=pGcfX[tu0il)

#### **E. PROFESSIONAL EDUCATION CERTIFICATE FROM HARVARD, USA**

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*Certificate  
(Year 2021)*

**Certificate in School Management And Leadership [CSML], HARVARD - USA**

*Description*

A four-course Certification run as a joint program of the **Harvard Graduate School of Education (HGSE) and Harvard Business School (HBS) - August 2021**

***'Leading People, Leading School Strategy, Leading Change, Leading Learning***

The course has helped me deconstruct and identify existing challenges in educational organisations. The program helped me understand how school structures and systems develop, as well as the support required for transformative teaching and learning in every classroom, for every student.

#### **F. WORK ACHIEVEMENTS**

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- **'Curriculum - Master Trainer' - 2021**

Selected by CBSE [National Curriculum Board of India] from across the country as Master Trainer to implement the FIRST Online All -India Entrepreneurship Professional Development Program for training teachers.

This was conducted by the Government of India and CBSE [Central Board of Secondary Education - India] in joint association with Udhyam Learning Foundation, Bangalore.

I was responsible for conducting a 3 Day online training workshop for teachers [ group of a minimum of fifteen teachers from Grade XI and XII] with curriculum delivery techniques to make their classes engaging and inclusive for students. The focus areas were facilitation and teaching skills, which include planning for the lesson, teaching approaches to build on the skill

development of students, organizing interactive sessions for content delivery, and giving feedback to the trainee teachers while observing their classes.

- **Project Co-ordinator for Student Group Artistic Project for the International Baccalaureate Global Conference – Singapore 2022**

Includes liaising with IB Conference administrative staff. This group project in Economics under my supervision and guidance was done during the lockdown in online learning conditions. Collaborating online for teamwork was unique to the project and was therefore selected by IB Global Conference Team to be showcased at the Singapore Global Conference in March 2022.

## **G. CERTIFICATES AND LICENSES**

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1. ***Lead Auditor ISO 21001:2018 – International Standard for ‘Management Systems for Educational Organisations- EOMS’, recognised by Exemplar Global, USA.***
2. ***International Baccalaureate [IB] Professional Development Program: Diploma Program Economics - CAT 2 – 17<sup>th</sup> Nov 2017 to 19<sup>th</sup> Nov 2017 in Mumbai - Face-to-Face Workshop***
3. ***International Baccalaureate [IB] Professional Development Program: Diploma Program Economics CAT 3 - Face to Face Workshop: for the new syllabus implemented in 2020 – a 3-day workshop in February 2020 in Bangalore***
4. **Cambridge International Examinations (CIE) Professional Development Course in Economics – September 2016 - Trained and Certified as IGCSE Economics Facilitator.**
5. Awarded ‘**Training on Entrepreneurship Teaching**’ Certificate for successfully fulfilling all the criteria and completing all modules in the 6-Day Training programme on Entrepreneurship. This was organised jointly by the Entrepreneurship Development Institute of India, Ahmedabad and the Central Board of Secondary Education, New Delhi, September 2021.
6. ***SEEL [Social Emotional and Ethical Learning] – Certificate*** conducted by Emory University [May 2020]. Consequently, conducting practical SEL modules with Grade XI and XII students in School so that they learn to make constructive and humane choices.
7. **‘Teaching Character and Creating Positive Classrooms’** –completed the Certified online course on 8<sup>th</sup> June 2020 by Relay Graduate School of Education [through Coursera]
8. Two-day Capacity Building Program in Economics conducted by CBSE [National Curriculum in India] in August 2018.
9. Certificate of Achievement from **Trinity College, Dublin**, on ‘Achieving Sustainable Development.’ – 2018.



## **H. RECENT TRAINING UNDERGONE:**

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### **Understanding By Design**

- Trained by Ms. Elizabeth Rossini – thought-leader in Understanding by Design, to design Curriculum Unit plans through backward planning.

### **Instructional Leadership**

- Classroom Observations and Coaching Conversations
- Designing learning outcomes, success criteria and rubrics

### **Classroom Engagement & Ownership of Learning**

- Questioning & Discussion Techniques
- Formative Assessments

## **I. EXPERIENCE IN COORDINATOR ROLES -**

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1. Member of the Core Coordination Team at BK Majumdar Institute of Business Management, Ahmedabad University, **working for the Institute's accreditation** under NAAC [**National Assessment and Accreditation Council for Higher Education**, established by the University Grants Commission] to successfully complete the College Accreditation process.
2. Co-ordinator for a Social Entrepreneurship Project. During my stint at BKMIBA, I led a team of students on a **LIVE pilot PROJECT** for establishing a "Community Radio as a model of Social Entrepreneurship in Gujarat (under SEWA)." The recommendations given at the end of the field project were acknowledged and implemented by SEWA to successfully start a Community Radio for the villagers.
3. Core member of Conference Committee for the Second National Conference hosted by Ahmedabad University in 2012 titled "Management for Tomorrow." In that capacity, responsibilities included finalising panel themes, coordinating with speakers and collaborating with the conference team.
4. Co-ordinator for the University Annual Research Competition 'Ratnamani Research' at Ahmedabad University. I led the team responsible for planning, organising and managing of the Annual College event.

Also mentored a student project in 2013, which won the First Prize in the University Competition, on their research topic - 'Work-Life Balance Amongst Women: Empirical Evidence On Issues And Practices For The Emerging Service Sector In Ahmedabad, India.'

5. Faculty-In-charge for the Annual Management Meet "Concourse 2013" by BK Majumdar Institute of Business Administration, Ahmedabad University on "Inclusive Growth." I successfully led the team to organise various inter-college competitive events and a panel discussion on the theme.

6. Co-ordinator and Supervisor for Third Year Capstone projects for Undergraduate students at BKMIBA, Ahmedabad University, India. Projects completed under my guidance included-
  - a. Opportunities for Growth of the Medical Tourism Industry in Ahmedabad and Gandhinagar, India – a case study.
  - b. A comparative study of educational outcomes in Private Schools vs Government aided schools in Ahmedabad, India

#### **J. FACULTY DEVELOPMENT PROGRAMS AND CONFERENCES ATTENDED**

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1. Attended the IB Global Conference, Singapore 2022 - March 26-29. The theme for the 2022 conference: Embracing innovation, inspiring action.
2. **5-day Faculty Development Program [ FDP] at Indian Institute of Management [IIM] Kozhikode** in November 2011 on '**Econometrics for Management Research.**'
3. Attended a 24-day training program on "**Research Methodology and Applications**" from 5<sup>th</sup> -27<sup>th</sup> April 2012, conducted by Gujarat Institute of Development Research (GIDR), Ahmedabad.
4. "**Aligning Learning Styles and Course Planning with Assessment Tools**" – FDP at BK Majumdar Institute of Business Administration, Ahmedabad University. Taking this ahead, I was developing the Curriculum for the Economics Program [Undergraduate level] to ensure that the course content is relevant and engaging for the learners; and makes students critical thinkers, innovators and problem-solvers.
5. Conference Delegate to 'The New Normal Education Post Covid -19' hosted by T4 – Education on 30<sup>th</sup> May 2020

#### **K. RESEARCH PUBLICATIONS**

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1. "Work-life balance among female School teachers [k-12] delivering online curriculum in Noida [India] during COVID: Empirical study"  
  
Research paper published in February 2021, in the Journal - '**Management in Education**': Sage Publications - <https://doi.org/10.1177%2F0892020621994303>
2. Research paper accepted for oral presentation on "Community Radio as a model of Social Entrepreneurship (under SEWA)" to be presented at the **4th EMES International Research Conference on Social Enterprise (University of Liege, Belgium, July 2013).**
3. Oral presentation of a paper titled: "*GM crops in India with reference to Bt cotton: Opportunities and Challenges*" at the International Conference of Environmental Research (ICER 2011) held

at Surat. The paper was published in the Journal of Environmental Research and Development (JERAD) **Vol. 7 No. 1, July-September 2012**, ISSN: PARIS ISSN 0973-6921

4. Paper titled “Reorienting Management Education for Sustainable Prosperity” published in the July 2013 - **Review of Management** (June 2013, Vol. 3 Issue 1/2, p21-28. 8p) included in the Business Source Complete database of EBSCO Publishing Inc. USA.
5. Paper titled: “*India’s Energy Sector: Challenges And Opportunities*”, presented at the International Conference on Energy and Infrastructure [January 3-4, 2012], Pandit Deen Dayal Petroleum University, Gandhinagar, India.

Paper published in the Conference Journal with an ISBN: 978-93-81361-70-2

#### **L. EXPERIENCE WITH ONLINE TEACHING AND COURSE DESIGNING**

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- ✓ Skilled at conducting online classes for IBDP students since March 2020. I have been efficiently redesigning the curriculum delivery for the online mode to keep virtual classes engaged and interactive. Planning and designing collaborative activities using edtech tools to help the equitable participation of all, following the ATL skill categories of creative thinking, communication, social connection, self-management and research.
- ✓ Well-versed in IT skills and online teaching platforms like Zoom, Microsoft Teams
- ✓ Completed a self-paced “Design a World-Class Course” course certified by Open Learning Limited.

#### **M. ACADEMIC QUALIFICATIONS**

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|----|------------------------------|--|
| 1. | Higher Secondary – Grade XII | <b>Indian School Certificate(ISC)</b>  |
|    | School                       | La Martiniere Girls’ College, Lucknow, India                                   |
|    | Year of Completion           | February, 1993   |
|    | Main Subjects                | English, Economics, Mathematics, History, Political Science                    |
| 2. | Graduation                   | <b>B.A. Honours (Economics)</b>  |
|    | Institute                    | University of Delhi, India   |
|    | Year of Completion           | May, 1996  |
|    | Main Subjects                | Economics  |
|    |                              | Secured the first rank in College in 1 <sup>st</sup> and 2 <sup>nd</sup> year. |
| 3. | Post-Graduation [PG]         | <b>M.B.E (Master in Business Economics)</b>                                    |
|    | Institute                    | University of Delhi, India   |
|    | Year of Completion           | May, 1998  |
|    | Main Subjects                | Business Economics   |
| 4. | M. Phil                      | <b>M.Phil. (Master in Philosophy)</b>  |
|    | Institute                    | University of Delhi, India   |

	Year of Completion	August, 2000
	Main Subjects	Business Economics
5.	Other Qualifications	<b>B. Ed. (Bachelor of Education)</b>
	Institute	<b>Maharshi Dayanand University, Rohtak, Haryana</b>
	Year of Completion	2020
	Main Subjects	Education, Economics
	Percentage	83%
6.	Certificate	<b>UGC-NET qualified in Economics</b>
	Year	1998
	Description	Cleared National Eligibility Test which is mandatory for University teaching in India conducted by University Grants Commission under Government of India.
7.	Certificate	<b>One Year Post Graduate Diploma in Human Resource Management</b>
	Year	23 <sup>rd</sup> November, 2012
	Description	Distance learning programme from Institute of Management Technology, Ghaziabad, India (Centre for Distance Learning)
8.	Awards and Achievements	<ol style="list-style-type: none"> <li>1. Awarded the Smt. Saraswati Devi Jain Memorial Prize for securing the highest marks in Economics (Honours) Year 1 and 2 combined</li> <li>2. Awarded the Dewan Jyoti Prasad and Smt. Kalawati Memorial scholarship for scoring highest marks in Economics (Honours), Year 2, Indraprastha College, University of Delhi.</li> <li>3. Awarded the College Prize for scoring the highest marks in Economics (Honours) Year 1 and Year 2, University of Delhi.</li> </ol>

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