

Fatima Hansia fatuhansia@gmail.com
Carrera 50 #76-130 Barranquilla, Atlántico 080020
Skype: fatuhansia@gmail.com
Phone: 001-415-464-7131
57-311-645-2365



Citizenship: USA
DOB: 05/06/1990
Gender: Female
Marital Status: Single

Objective

TEFL Certified, young professional seeking a teaching position in Colombia. Experience working with children, adults and underserved communities.

Education and Certification

International TEFL Academy TEFL/TESOL Certificate

Chicago, Illinois
January 2018

- 150 hours of coursework
- 20 hours of practicum

University of California, Berkeley Bachelor of Arts in Peace and Conflict Studies, Minor South Asian Studies

Berkeley, California
May 2013

- Dean's Honors List, Fall 2012/Spring 2013

Related Work Experience

English Co-Teacher, Institución Educativa Distrital Maria Inmaculada Formadores Nativos Extranjeros: Colombia Bilingüe

Barranquilla, Colombia
February 2018 – June 2018

- Co-led and managed English classes for grades 9, 10 and 11 at a public high school
- Collaborated with local teachers to plan weekly lesson plans involving production of reading, writing, listening and speaking skills of students
- Conducted a weekly drop-in cultural hour and on-going community social project focusing on advocacy and student empowerment in relation to healthy eating practices and sustainable lifestyles

Private Tutor In-Home

Marin County, California
February 2011 – February 2018

- Guided students aged 10-15 biweekly with one-on-one assistance in homework and projects
- Explained difficult concepts and ideas in order to stimulate students' critical thinking skills and study habits
- Set goals with students on areas of improvement and provide evaluation to parents
- Encouraged students to enable them with good work ethic and reach full potential in academics

Assistant English Teacher H.I.M.S. Botawala Charity School

Rander, Gujarat, India
September 2017 – October 2017

- Taught English biweekly to classroom of 50 underprivileged students aged 12-14
- Prepared readings, conversational topics and lesson plans
- Aided in grammar activities and pronunciation

English Second Language (ESL) Aid Canal Alliance

San Rafael, California
January 2016 – May 2017

- Taught English to Spanish-speaking, low-income students aged 18-65

- Facilitated weekly with Teacher in leading classroom activities, group exercises and one-on-one tutoring
- Focused on improving students' grammar, listening, writing and speaking skills for conversational English

Assistant Tutor

Kentfield, California

The Homework Club

February 2008 – January 2011

- Managed group of students aged 10-14 biweekly with homework assignments, organization and social skills to improve academic performance and help better integrate in a dynamic school atmosphere
- Mediated disputes among students and addressed individual academic and behavioral assessment to parents

Additional Work Experience

Communications Co-Director

Mill Valley, California

Islamic Center of Mill Valley

February 2017 – February 2018

- Met monthly with Center's team to implement best strategies for grassroots community engagement
- Assisted in coordinating interfaith events and speaking engagements at social justice organizations

Volunteer Humanitarian Aid Worker

Izmir, Turkey and Athens, Greece

Face of Humanity

July 2017

- Fundraised over 25,000 USD for humanitarian aid efforts to assist refugees in Turkey and Greece
- Distributed over 500 food and sanitary packets, diapers, clothes, blankets and medicine to families

Fund Development & Community Relations Assistant

San Rafael, California

Center for Domestic Peace

September 2015 – July 2017

- Communicated directly with battered women in-crisis and connected them with organization's services
- Assisted with development of donor relations, public relations strategies, campaigns and biannual trainings,
- Coordinated 450 person annual Mother's Day fundraiser involving registration and silent auction donations

Logistics Assistant

Corte Madera, California

Nanawall Systems

June 2010 – September 2015

- Generated letter content, mailings and systematized email updates regarding status of delivery for customers
- Managed data processing operations including entering information in database, generating invoices, and preparing follow-up correspondence

Researcher & Blogger

Berkeley, California

CorpWatch

February 2014 – June 2015

- Navigated a diverse set of online services to collect research regarding recent global corporate abuse cases
- Designed detailed outlines and summarized research content into blog with references

Organizing Intern

San Francisco, California

Amnesty International USA

October 2013 – May 2014

- Assisted Field Organizer with public relations efforts to boost student membership growth
- Managed the development and distribution of customized reference to aid in educational outreach to student groups to enable them with the resources and skills to mobilize around priority campaigns

Resettlement Intern

Oakland, California

International Rescue Committee

June 2013 – February 2014

- Provided support to caseworkers by guiding newly-arrived refugees from South Asia, Middle East and North Africa with public assistance programs, legal aid and cultural orientation in a dynamic atmosphere
- Managed on-going assistance of refugee case files on database to monitor and systematize client needs

Skills

- Fluent in spoken Gujarati, Hindi and Urdu
- Intermediate level Spanish
- Fluent in reading Arabic and Urdu
- Proficient in Microsoft Word, Excel, PowerPoint, CRM system