

IRENE AKRAM

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Education

Columbia University

Master of Arts, 2021-2022

- Thesis: Ek Bharat, Shrestha Bharat: Islamophobia in Indian Media and Political Discourse
- Received Partial Funding Fellowship of \$10,000 for attending MA program

University of California, Riverside

Bachelor of Arts, Global Studies 2016-2020

- Interdisciplinary scholar with a minor in Arabic
- Senior capstone project on intergenerational trauma and forced migration
- GPA ranked in the top 20% of UCR's undergraduate students consecutively
- Dean's Honor List (2017-2020)
- Dean's Academic Distinction Award recipient
- Chancellor's Honor List (2019-2020)

Publications

Akram, Irene, et al. "The Western Gaze and Its Effects on Aid." *CIHA Blog*, 22 Mar. 2021, <https://www.cihablog.com/the-western-gaze-and-its-effects-on-aid/>

Certifications

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| • Trained Mentor, Mentor Collective | October 2020 |
| • Silver Medallist Ignitor Fellowship Student, Nobel Peace Center | January 2023 |
| • The Fundamentals of Digital Marketing, Google Digital Garage | March 2023 |
| • Full-stack Coding Bootcamp, Columbia University | June 2023 |

Technical Skills

• MS Word/Excel • Powerpoint • Google Suite/Analytics • HTML/CSS • JavaScript • APIs • React • Node.js

Core Competencies

• Leadership • Independent Work/Team Collaboration • Client/Data Management & Retention • Strategic Planning • Project Planning • Flexible & Adaptable in Learning New Skills/Conflict Management • Strong Aptitude for Curating Presentations and Reports • Exceptional Writing and Communication Skills • Detail-Oriented • Cross-Functional Methods • Diversity & Intersectionality • Multilingual (English, Bangla, Hindi, Urdu, and proficiency in Arabic)

Professional Experience

Columbia Global Centers, Amman

Intern

May 2023 - present

- Provide assistance with English document drafting and proofreading, including research reports, conference summaries, and other Center publications
- Conduct literature reviews, data analysis, and research support as required.
- Manage administrative duties, including scheduling appointments, handling correspondence, and maintaining records
- Participate in local and international conferences organized by the Center, engaging with experts and expanding knowledge in the field

- Gain valuable work experience and developed a global perspective, enhancing skills and competencies for future career growth

Committee on Forced Migration, Columbia Global Centers

Intern

May 2023- present

- Conduct research and gather relevant information on current trends, policies, and practices related to forced migration, contributing to the committee's knowledge base and project development
- Assist in drafting and editing reports, memos, and other written materials to support the committee's communication and advocacy efforts
- Maintain and update databases, contact lists, and other administrative records, ensuring accuracy and confidentiality of information
- Support the committee's outreach and engagement activities, including managing correspondence, responding to inquiries, and coordinating communication with stakeholders

Human Migration Institute (formally Glocally Connected)

Social Media Director (intern)

April 2019 - present

- Revitalized social media content through creating engaging posts on behalf of the organization
- Designed informational online content, dispatched future posts, and monitored social media metrics
- Participated in organizing fundraising events supporting refugee populations in Southern California and abroad
- Updated and occasionally wrote for the monthly newsletter on the organization's official website
- Regularly monitored and responded to inquiries from individuals/sponsors; redirected their inquiries to the respective branch of the organization

Distressed Children and Infants International (DCI)

Administrative Assistant

June 2017 - May 2019

- Assisted in arranging meetings and events for fellow volunteers and organizing fundraisers for the initiative
- Participated in leadership meetings regarding the development of the program
- Collaborated with local community outreach programs to host annual benefit concerts, resulting in a total donation amount of \$50,000

Cedars-Sinai Medical Center

Teen Volunteer

June 2014 - September 2014

- Trained in data entry, filing, and handling confidential patient information
- Answered and monitored patient phone calls/activity
- Directed nurses at respective nursing stations
- Completed errands for administrative staff
- Assisted new patients in getting oriented in their spaces
- Facilitated patient rounds to ensure the best experience possible for patients

Kumon

Tutor (Volunteer)

September 2013 - June 2014

- Created a welcoming and inclusive environment in which students comfortably shared their opinions, actively asked questions, and gave feedback about their learning experience
- Supported students to stay motivated and engaged in their lessons by designing creative teaching techniques for each student to comprehend key concepts inside/outside of the classroom
- Organized lesson plans and kept track of student progress

Additional Volunteer Experience

Japan Society

October 2021- June 2022

Mentor Collective

October 2020 - present

- Provided counseling and guidance to first-generational college students who are navigating the transition from high school to a four-year institution
- Established a meaningful and solid foundation with mentees by supporting their academic and personal needs and directing them to campus resources for further assistance
- Routinely computed mentees' progress/concerns after every meeting

University of California, Riverside (UCR)

October 2016 - June 2020

Project Sunshine

- Participated in arranging service opportunities in which collection drives and direct service were hosted on campus
- Assisted in fundraising events and collaborated with other clubs on campus to raise awareness about Project Sunshine's mission

Student Homeless Aid Relief Project (SHARP)

- Regularly participated in organizing community-building events for UCR students to provide food, clothing, and hygiene products for the homeless population in the Riverside area
- Encouraged UCR students to take the initiative in helping their underserved community

CALPIRG (California Public Interest Research Group)

- Participated in organizing community service events, environmental campaigns, and voter registration drives on campus

Muslim Student Association (MSA)

Bangladeshi Student Association (BSA)

Pakistani Student Association (PSA)