

Amanda Tapp
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EDUCATION

- Hedayet Institute for Arabic Studies**, Cairo, Egypt September 2018 – December 2018
Arabic intensive programme
• Courses: Modern Standard Arabic, Egyptian Colloquial Arabic, Tafsjir (Quranic Interpretation), Islamic Philosophy
- Kings College London**, London, UK September 2017 – September 2018
Master of Arts in “Terrorism, Security, Society”, War Department
• Courses: Terrorism & Counterterrorism, Modern War & Liberal Conscience, War & Insurgency in the Middle East since 1945, Evolution of Insurgency, Arabic 1.5 Level Course
• Dissertation titled “Manuel Castells’ ‘Network Society’ and the War on Terror”
- SOAS, University of London**, London, UK June 2017 – July 2017
London Middle East Institute (LMEI), completed with honours
• Beginner’s Arabic 5-week intensive course, Government & Politics of the Middle East
- Pitzer College**, Claremont, CA August 2013 – May 2017
Bachelor of Arts in Sociology, Minor in English & World Literature
• Dissertation titled “The Media, the War on Terror, and the Public Sphere” (honours)
- Tilburg University**, Tilburg, Netherlands (Study Abroad) August 2015 – January 2016
• GPA: 3.9/4.0

CURRENT

- Malvern College Egypt**, Cairo, Egypt August 2019 – Present
Community Liaison Officer
• Coordinating and serving as a liaison on community events, organizations, committees, political organizations
• Facilitating proactive relationships between the college and any other party
• Providing tours for members of the British Embassy, sponsors, partners, and VIP parents
• Working as the liaison between the parents and the College
• Writing, editing and distributing all Marketing material, letters, website content, weekly newsletters, tri-annual school journal
• Creating press-release statements and publications
• Organised and led all preparations for International Day 2020, attendees approximated to be around 1,200
• Spin control and managing conflict as they arise between staff, departments, Heads of stages, and/or the parents

JOURNALISM

- The Cairo Review (Journal of the American University in Cairo)**, Cairo, Egypt April 2019 - Present
Assistant-Editor and Contributing Writer (Part-time)
• Copy-editing articles written by people including Iranian Ambassador in Germany Seyed Hossein Mousavian; the chairman of Al-Masry Al-Youm Publishing House and former chairman of Al-Ahram Newspaper, Abdel Monem Said Aly; Central-Asia specialist/journalist Bruce Pannier; etc.
• Edited article on Sudan 2019 protests, working directly with author
• Social-media content writer and creator (Twitter, Instagram and Facebook)

- Conducting author research for upcoming issues
- Drafting outreach letters to potential writers

<https://www.thecairoreview.com/contributors/amanda-tapp/>

Corporate Communications & Media Services (CMS), Cairo, Egypt June 2019 – Present

Editor, Content-writer and Researcher (Freelance)

- Editing and/or creating brochures, handbooks, advertisements, pitches, company guidelines of clients (NGOs, governments, institutions, companies, etc.)
- Created strategic document on communication strategies used as pitch in client meetings and on the website
- Clientele: World Bank, Egyptian Ministry of Investment and International Cooperation (MIIC), Egyptian Ministry of Transport (Intelligent Transportation System), African Development Bank

Kantar, Streetscapes, London, England September 2019 – Present

Cultural Correspondent- Egypt (Freelance)

Cairo West Magazine, Cairo, Egypt August 2019 – Present

Contributing Writer (Freelance)

PUBLISHED WORKS

The Cairo Review (Journal of the American University in Cairo), Cairo, Egypt April 2019 - Present

Assistant-Editor and Contributing Writer (Part-time)

- “Nuclear Non-Proliferation and Disarmament in the Middle East”, Fall 2019 issue (print and online)
- “Our Future as Climate Refugees”, Winter 2020 issue (print and online)

Egyptian Streets, Cairo, Egypt May 2019 – Present

Contributing Writer (Freelance)

- “China-Africa Relations: Parasitism or Mutualism?”

RIGHTS Collective, NGO, London, United Kingdom November 2017 – September 2018

Researcher and Contributor. See: <https://fasrcblog.wordpress.com/>

- “The Middle East: A Brief Analysis”
- “A Close Examination of Human Trafficking in the Sinai”

DIALOGUE (Magazine), London, United Kingdom September 2017 – September 2018

- “Social Movements and Asymmetrical Warfare in an Information Era”

EDUCATION AND NGO

Stepping Stones China (NGO), Shanghai, China Summer 2014 and 2016

Teacher and Project Manager. See: <http://steppingstoneschina.net/>

- Main teacher for three classes (G1-3, with 10-20 students/class) and implemented lesson plans through G1-9
- Coordinated two community centers, managing over 60 volunteers, 20 staff, and 100 children
- Secured additional teaching resources and drafted grant proposals
- Acted as head liaison between Stepping Stones and WuLiuGang school, a school donated by the Chinese Government

The Children’s School, Claremont, CA January 2015 – May 2015

Teacher’s Assistant

Kid Castle Educational Institute, Shanghai, China
English Teacher and Foreign Teacher Supervisor

June 2011 – August 2011

Oxfam (NGO), London, United Kingdom
Campaign Specialist

December 2017 – September 2018

Giving Tree Associates, Shanghai, China
Co-Managing Director

August 2012 – May 2013

- Fundraised for a local migrant primary school and successfully provided winter and school supplies for 350 students
- Acted as student leader and spokesperson

Habitat for Humanity, Manila, Philippines
Writer and International Volunteer

March 2010 – May 2010

ADDITIONAL INFORMATION

Language: English (Native language), Mandarin (Fluent), Arabic (Lower Intermediate Proficiency – MSA and Egyptian Colloquial)

Technical: Proficient in SPSS, HyperResearch, Excel, PowerPoint, Camtasia, Quantitative Analysis, Qualitative Analysis, Grant Writing, Conducting Research, Editorial skills, Content Development, Survey Methodology, Statistics, Proofreading Skills, Photojournalism skills, Media Analytic skills, Communication skills, Networking.

Background: British Nationality, born to a Chinese mother and British father, born May 31, 1995.