

**Amanda Tapp**  
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## EDUCATION

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- The TEFL Academy, UK** July 2021 – August 2021  
*Level 5 TEFL Certificate (Teaching English as a Foreign Language)*
  - Creating lesson plans and teaching materials for a range of levels from Elementary to Advanced
  - Classroom management, needs analysis and teaching techniques in different situations
- Hedayet Institute for Arabic Studies, Cairo, Egypt** September 2018 – December 2018  
*Arabic and Islamic Studies immersive programme* January 2021 – March 2021
- Kings College London, London, UK** September 2017 – September 2018  
*Master of Arts in “Terrorism, Security, Society”, War Department*
  - Dissertation: “Manuel Castells’ ‘Network Society’ and the War on Terror”
- SOAS, University of London, London, UK** June 2017 – July 2017  
*London Middle East Institute (LMEI), summer intensive course completed with honours*
- Pitzer College, Claremont, CA** August 2013 – May 2017  
*Bachelor of Arts in Sociology, Minor in English & World Literature*
  - Dissertation: “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

## PR & COMMUNICATIONS

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- Malvern College Egypt, Cairo, Egypt** August 2019 – August 2020  
*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
  - Translating and aiding the Chinese parent community
  - 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

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- BBC Arabic Radio** August 31, 2020  
*Interview*
  - Interviewed as part of a segment called “Trending” where I spoke about my experiences in Egypt and how I use social media to portray this.

**The Cairo Review (Journal of the American University in Cairo)**, Cairo, Egypt April 2019 – August 2020  
*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/>

**Kantar, Streetscapes**, London, England September 2019 – Present  
*Cultural Correspondent- Egypt (Freelance)*

**Cairo West Magazine**, Cairo, Egypt August 2019 – March 2020  
*Contributing Writer (Freelance)*

**Corporate Communications & Media Services (CMS)**, Cairo, Egypt June 2019 – August 2020  
*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

## **PUBLISHED WORKS**

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**The Cairo Review (Journal of the American University in Cairo)**, Cairo, Egypt April 2019 – August 2020  
*Assistant-Editor and Contributing Writer (Part-time)*

- “COVID-19: America, China and the Conspiracy War”, COVID-19 issue (online)
- “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  
*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  
*Contributing Writer (Freelance)*

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

## **EDUCATION AND NGO**

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**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 liason between Stepping Stones and WuLiuGang school, a school donated by the Chinese Government

**The Children's School**, Claremont, CA  
*Teacher's Assistant*

January 2015 – May 2015

**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**

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**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, May 31, 1995.