

Susan Ngbabare

Curriculum Vitae

June 2019

Ohio University

Department of Higher Education and Student Affairs

University of Pittsburgh

Posvar Hall 4138

Center for African Studies

The University Center for
International Studies (UCIS)

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Educational Background

2018 – 2023 Ph.D. Higher Education and Student Affairs

Ohio University, Athens, Ohio

2014 - 2016 MA, International Development Studies

Ohio University, Athens, Ohio

2014 - 2016 Certificate, Women's, Gender and Sexuality Studies (WGSS)

Ohio University, Athens, Ohio

2006 - 2009 BA. Sc., International Business Administration

United States International University, Nairobi, Kenya



Relevant Work Experience

Outreach Engagement Coordinator –Center for African Studies, University of Pittsburgh (2023 -present).

- Develops and implements outreach programs and activities to promote and increase awareness and understanding of African cultures, histories, and contemporary issues.
- Collaborates with faculty, staff, and community partners to design and organize events, workshops, lectures, and conferences that engage diverse audiences and highlight the richness and diversity of Africa.
- Builds and maintains relationships with local and regional communities, organizations, and institutions to foster partnerships and collaborative opportunities that promote African studies.
- Assists with administrative tasks, such as budget management, grant writing, and reporting, to ensure the smooth operation of outreach and engagement initiatives.

Academic Advisor – The Dietrich School of Arts and Sciences – Advising Center, University of Pittsburgh (2020 -2023).

- Assisted students in developing and planning their academic goals and course schedules.
- Provided guidance on degree requirements, academic policies, and procedures.
- Helped students explore majors, minors, and academic programs relevant to their interests and goals.
- Monitored student progress towards graduation and recommend appropriate courses or adjustments.
- Conduct one-on-one advising sessions with students to discuss their academic progress and concerns.
- Stayed updated on university policies, curriculum changes, and academic program requirements.
- Collaborated with faculty and departmental advisors to ensure accurate and timely information for students.
- Fostered a positive and inclusive advising environment, respecting students' diverse backgrounds and identities.
- Participated in advisor training, workshops, and professional development activities.
- Taught a First-Year Academic Foundations course.

Teaching Assistant – Department of Higher Education and Student Affairs – Ohio University (2017 -2019)

- Assisted the professor in developing course materials, syllabus, and lesson plans.
- Conducted research on relevant topics and gather resources for class discussions and assignments.
- Helped organize, prepare, and teach course materials, including handouts, readings, and multimedia materials.
- Assisted in grading assignments, exams, and other assessments according to established rubrics.

- Provided timely and constructive feedback to students on their work.
- Held regular office hours to provide additional support and guidance to students.

Peer Advisor, Office of International Students and Faculty Services – Ohio University (2017-2019)

The Peer Advisor in the International Student and Faculty Service Office plays a vital role in assisting international students in their academic and social integration into the university community. They provide valuable support, guidance, and resources to help students thrive and succeed during their time abroad. Some of roles and responsibilities included:

- Assist in the planning and implementation of orientation programs for new international students.
- provide guidance on course selection, registration, and academic requirements.
- Assist students with understanding immigration regulations and maintaining legal status.
- Help students connect with campus organizations, clubs, and community resources.
- Foster a welcoming and inclusive environment that promotes understanding and appreciation of diverse cultures.
- Attend training sessions and meetings to stay updated on immigration regulations and advising best practices.
- Participate in professional development opportunities to enhance advising and intercultural communication skills.

Senator, Patton College of Education – Ohio University (Aug.2018 to Apr.2019)

- Served as a voice for graduate students, addressing their concerns and advocating for their interests within the university administration, faculty, and staff.
- Acted as a liaison between the graduate student body and the university administration, relaying information and gathering feedback.

- Proposed and support initiatives, resolutions, and policies that promote the well-being and success of graduate students.
- Collaborated with other student organizations, student leaders, and campus groups to address common issues and enhance the graduate student experience.

Program Assistant, African Flagship Languages Initiatives - Center for African Studies, Practicum – University of Florida (Summer 2018)

- Assisted the program coordinator in planning and developing student handbook for the study abroad program for Tanzania, South Africa, and Ghana.
- Participated in the pre-program orientation.
- Provided other administrative support as required.
- Advised students on study abroad programs and internship opportunities in Africa.
- Prepared and presented information on cross-cultural expectations, learning styles, and social adjustment related issues.

Graduate Assistant, Department of Educational Studies – Ohio U (2016-2017)

- Liaised and managed email correspondences for acknowledging manuscripts
- Communicated and assigned manuscripts to reviewers
- Provided reviewer's feedback and acceptance letters to corresponding authors
- Collaborated and assisted editor – in – chief with planning, organizing and/or conducting plenary events to brainstorm ideas for new articles.
- Proofread submitted articles for accuracy and remind team members of important submission deadlines.

Faculty Advisor – Young Global Leaders Conference, Envision (Summer programs, 2015 - 2017)

The Young Global Leaders Conference is an international program, organized by Envision every year to provide high school students with global learning experiences and to help them discover their passion for a future career, step into their leadership

potential, and develop the skills necessary to make their career aspirations a reality. As a faculty advisor my role included:

- Ensured scholars are always following the code of conduct.
- Accounted for scholars during group meetings and excursions.
- Completed paperwork, distribute, and collect materials from scholars.
- Modeled appropriate behavior, language, and enthusiasm.
- Implemented all program curricula, facilitate engaging scholar-led discussion.
- Worked closely, cooperatively, and amicably with all staff members.
- Attended all staff meetings.

Graduate Assistant, Women's, Gender, and Sexuality Studies – Ohio University (2014 – 2016)

- Assisted the faculty in developing course materials, including syllabi, lesson plans, and assignments that align with the objectives of the WGSS curriculum.
- Assisted in grading assignments, exams, and papers, ensuring fairness and consistency in assessment practices.
- Offered guidance and support to undergraduate students enrolled in WGSS courses, addressing their questions, concerns, and academic needs.
- Engaged in professional development opportunities related to teaching and pedagogy, such as workshops, seminars, or conferences.
- Stayed informed about current research, theories, and methodologies in WGSS, applying this knowledge to enhance teaching practices.



Professional Affiliation and Leadership

2018 to date The Global Association for the Promotion of Swahili
(CHAUKIDU) - Member

2018 - 2020 Presidential Leadership Society, Ohio University – Member

2018 to date Mid-Western Educational Research Association - Member

2017 – 2019 Graduate Student Senate, Ohio University – Senator

2015 to date Transnational Education and Learning Society, Inc - Member

2014 – 2016 Ohio University African Student Union (ASU) - Treasurer



2014 to date African Educational Researcher Network (AERN) - Member
 2014 to 2019 Ohio University Women's, Gender and Sexuality Studies-Vice
 president



Scholarships, Seminars, and Workshops

March 12– 13, 2016	M & E for International Development Professionals Award: Certificate of Completion
March 25 - 26, 2016	Project Management Workshop Award: Certificate of completion
Feb 6 – 7, 2016	Grant Writing Workshop Award: Certificate of Completion



Honors and Awards

1. Ohio University Graduate Student Research Travel Award to attend the Annual Transnational Education and Learning Society Conference, (October 5-7, 2016) in Memphis, Tennessee.
2. Transnational Education and Learning Society Travel Grant Scholarship to present at the Annual conference, (October 3 – 6. 2017), in Athens, Ohio
3. Awarded a tuition scholarship of \$2000 check from Coalition for Effective Local Democracy (CELD) organization toward my master's at Ohio University, 2015
4. Received travel grant from the Ohio University's office of the President to attend the National Association for Graduate-Professional Conference, (Nov 1 – Nov 4, 2018), University of Arkansas
5. Award of HVFH/Pi Beta Phi Endowment Fund for Graduate Student Support, (April 12, 2019) – Patton College of Education, Ohio University, Athens.
6. Excellence in service Award- Graduate Student Senator: presented by the Patton College of Education (April 12,2019), Ohio University, Athens.
7. Awarded **Bill Butler Award** for outstanding academic performance: Department of Higher Education and Student Affairs (April 12, 2019), Patton College of Education, Ohio University, Athens.



Selected Publications and Presentations

1. Ngbabare, S. (2016). A grant proposal to support the roots project of South Sudan, Capstone Project, Ohio University, Athens, Ohio.



Invited Talks and panel discussions.

1. My body; my choice: Discussing and Contextualizing Child Marriage in South Sudan – Panelist at the 2019 *UN 2030 Sustainable Development Goals and Higher Education*, Ohio University, Athens.
2. Africa@OHIO Colloquium: Is a PhD Right for Me? Panelist (Feb20, 2019)

Conference Presentations

1. Mather, P. Ngbabare, S. & Mensah, F. (2021). *Promoting Well-being Among Leaders with Minoritized Identities* (paper presentation). National Association of Student Personnel Administrators (NASPA) 2021 Virtual Conference.
2. Ngbabare, S. & Farabaugh, F. (2022). *Onboarding Students in a Virtual World: Lessons Learned from Developing an Online Orientation*. 2021 Mentoring and Advising Summit, University of Pittsburgh, Pittsburgh, PA.
3. Lubua, F., & Ngbabare, S (2018). Lughu ya Kiswahili: Suluhu ya Mapigano ya Wenyewe kwa Wenyewe Nchini Sudani Kusini? Presented at the 2018 Chaukidu Annual International Conference, State University of Zanzibar, Tanzania.
4. Ngbabare, S., & Lubua, F. (2017). Shamba Jipya Sudani Kusini: Mavuno ni Mengi, Wavunaji Mpo? Presented at the 2017 Chaukidu Annual International Conference, University of Dar es Salaam, Tanzania.
5. Lowery, C. Ngbabare, S., Gautam, C. & Hess, M (2017). Moral literacy among educational leaders in Texas and Tanzania: A transnational inquiry. Presented at the Fourth International Conference on Transnational Education and Learning held at Ohio University (October 3-5, 2017).
6. Ngbabare, S. (2016). Third Culture Education: Exploring South Sudanese educational experience. Presented at the Third Annual International Conference on Transnational Education and Learning (ICTEL) held at the University of Memphis, Memphis, United States (October 5-7, 2016).

Teaching and Research Interests

1. Internationalization of Higher Education
2. Inclusive Pedagogy and Curriculum Design.
3. Intersectionality and Higher Education
4. Critical Pedagogy and Social Justice in Higher Education
5. Culturally Responsive Assessment and Evaluation
6. Comparative Perspectives on Higher Education



Professional and Technical Skills

- ❖ **Critical Thinking and Problem-Solving:** Cultivates critical thinking skills to analyze complex issues, identify problems, and propose innovative solutions.
- ❖ **Policy and Advocacy:** Familiar with higher education policies and advocacy efforts related to internationalization, gender, equity, and diversity.
- ❖ **Grant Writing and Funding Acquisition:** I have over the years acquired great proficiency in grant writing and securing research funding.
- ❖ **Teaching and Instruction:** Develops strong pedagogical skills to effectively teach and mentor students.
- ❖ **Communication and Presentation:** I have honed better communication skills, both written and verbal, that allows me to effectively communicate complex ideas to diverse audiences and engage in scholarly discussions.
- ❖ **Problem solver –** Being a student affair professional means that I do a lot of academic Advising, counseling, and mentorship for a diverse group of students in crisis. I have strong work ethics and genuine concern for helping students to be resilient and thrive both academically and socially.
- ❖ **Collaboration and Networking:** I strongly believe in fostering a collaborative mindset and seek opportunities for interdisciplinary research collaborations.