

RHODA MAHAMAH

c/o Special Education Department, P. O. Box 25; University of Education, Winneba; Winneba - Ghana /
r2mahamah@gmail.com / +233(0)549699160

CURRICULUM VITAE

Personal Date

Date of Birth: 29th January | **Spoken Languages:** English and Gonja (Fluent); Twi (Intermediate); Dutch, Fante, and Dagbani (Basic)

Highlights of Qualification

- Organized, engaged and ethical team player
- Demonstrated ability to handle multiple tasks, adapt to changing demands, and the ability to meet deadlines
- Proven history working with people from diverse ages & cultures
- Excellent networking and interpersonal skills
- Proficient knowledge in MS Office
- Fluent written and spoken communications skills in English Language

Research Interests

- Social support systems in higher education; Internationalization of higher education
- Social networks, disabling conditions, and coping strategies
- Social protection; Micro-finance and Self Help Groups
- Inclusive, community, and international development

Education

- Ph.D NGO Studies and Community Development, Uni. Of Cape Coast On-going
- PGD Teaching and Learning in Higher Education, Uni. of Education, Winneba 2020
- MSc International Development, Wageningen University 2010
- BA Integrated Development Studies, University for Development Studies 2006
- SSSCE General Arts, Tamale Secondary School 2001

Work Experiences

1. **Lecturer**, University of Education, Winneba 2024 -Present

Responsibilities:

- Teaching: levels 100 to 400 courses within the Department of Special Education
- Research supervision: Students on internship, and long essays writing

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- Community Service

2. Assistant Lecturer, University of Education, Winneba

2020 - 2023

Responsibilities:

- Teaching: Level 400 courses: Introduction to Project Management, Post-Internship Seminar; Level 300 courses: Disability and Development Studies; Pre-Internship Seminar; Gerontology; Conventions, Policies and Laws on Disability; Level 200 courses: Research Methods - Case Study; Introduction to Special Education; Level 100 courses: Introduction to Disability and Development in Africa; CBR Matrix; Care Delivery Techniques and Ethics, for Diploma, Post-Diploma, and Bachelor degree students
- Research supervision: Students on internship, and long essays writing
- Student Counselling: Level 100 and 300 Community Based Rehabilitation and Disability Studies

3. Scientific Administration Manager: AIMS Ghana

2019 - 2020

Responsibilities:

- Administration: Coordinate scientific program programs, activities, resources, equipment, and information; Support the development of scientific program's budgets and cash-flow projections, Support the preparations of scientific program's grant applications and fund-raising applications.
- Scientific Events, Workshops, Conferences and Visitor Program: Coordinate administrative and logistical support for all scientific events at AIMS Ghana.
- Research Students, and Research Fellows: Support the recruitment of resident researchers, research fellows, and postgraduate students.
- Resource Mobilization and Management: Support the preparation of grant documents, including financial, technical, and narrative reports.
- Stakeholder Relations/Relationship Management: Draft MOUs with for partnership-building with African community governments with local and international Universities and research centers.
- Reporting: Ensure that all the financial activities of the research groups align with the grant agreement.

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- Supervision: Supervise operational team members and ensure efficiency on office operations.
- Gender Inclusion and Diversity: Represent AIMS Ghana as the Gender Inclusion and Diversity Focal Person
- Female Student Counsellor: Mentor and provide counselling support to female students at AIMS Ghana.

2. Administration Manager, Research Center: AIMS Ghana

2017 – 2019

Responsibilities:

- Coordinates activities of the Research Center under the following:
- Office management: maintain efficient documentation and communication systems; coordinate all activities.
- Visiting Researchers, Fellows, and Post-Graduate Students: support in recruitment and general processes
- Workshops and Conferences: organize and coordinate all logistical arrangements for hosting and participation of events.
- Resource Mobilization: support the identification and mobilization of grants.
- Reporting: Timely reports and dissemination of information; datasets on research activities
- Female Student Counsellor: Provide support, mentor-ship, and counselling to female MSc students.

3. Research Administrative Assistant: AIMS Ghana

2014 – 2017

Responsibilities:

- Office management; Visiting Researchers, Fellows, and Post-Graduate Students; Workshops and Conferences; Resource Mobilization Reporting

4. Lecturer (Part-time): University of Education, Winneba

2013 – 2020

Responsibilities:

- Teaching: Level 400 courses taught: Seminar Presentations; Level 300 courses taught: Disability and Development; Level 200 courses taught: CBR Matrix 2(Livelihood, Social and Empowerment), Interdisciplinary Collaborations; Level 100 courses taught:

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Field Orientation, Introduction to CBR Guidelines, Introduction to Disability and Development in Africa, Care Delivery Techniques and Ethics, CBR Matrix 1(Health and Education)

- Research and Supervision: Research related activities: Humboldt Research Group (2013-2015); Research supervision of CBRDS Diploma and Post-Diploma Students' Dissertations (2014); Internship supervision of CBRDS Diploma and Post-Diploma Students (2014)

5. *Project Manager: Youth Empowerment Synergy (YES-Ghana) 2012 – 2013*

Responsibilities:

- Overall project management and technical guidance: Develop and implement activity plans, budgets, and monitoring systems; manage financial allocations and expenditures.
- Project monitoring, reporting and quality assurance: Effective leadership towards project implementation processes; Establish, maintain, and build on project's multi-sectoral stakeholders; Build, motivate and lead a high performing team.
- Knowledge management: Ensure wide dissemination and visibility of project achievements.
- Partnership and advocacy: Liaise with donors, government agencies, project partners and ensure regular and effective communication with project partners.

6. *Research Analyst, Africa; Project Manager for Rwanda and Ghana Country Initiatives:*

MicroFinance Transparency 2010 - 2011

Responsibilities:

- Country Research: Conducted market research, wrote reports for web publications, and contributed to implementation of strategy plan; planned training workshops and logistics of country missions.
- Data Collection, Analysis and Dissemination: Conducted loan data collection, processes, and analysis for all MFIs in program countries; analyzed data for use in reports related to microfinance and consumer protection.

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- **Project Management:** Supported the development of new projects and tracked key performance indicators for easy reporting to donors; conducted regular monitoring and reported to senior staff.
- **Communications:** Developed web and social media content; assisted with creation and dissemination of marketing and communication materials (press releases, conference materials, presentations)

7. **Researcher: SASOL Foundation, Kenya**

2010

Responsibilities:

- Conducted research on the socio-economic & health development in selected communities.
- Trained two research assistance & manage their activities for the period.

8. **Co-representative from Ghana: Third Chamber 2015 (Development Consulting Committee for Dutch Government)**

2009 - 2010

Responsibilities:

- One of two Ghanaians chosen to provide input in international development issues and strategies.
- Networked and teamwork skill development; assisted in writing recommendation letters for the Dutch policy makers.
- Engaged and promoted recommendations to the Dutch public media.

9. **Project Assistant: Right to Play, Ghana**

2007 - 2008

Responsibilities:

- Conducted Regular Coach (volunteer) and Child tracking visits, monitoring, and evaluation of project performance (responsible for data collection, entry, and analysis)
- Facilitated Training of Trainers (ToT) workshops for coach trainers & built the capacities of partners in program development; ensured participation of children & stakeholders in planning & implementation of project & community led initiatives.
- Assisted in writing project reports and drew project specific budgets for trainings, monitoring project activities and events; supported the planning and execution of local and international events organized.

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10. Project Assistant (National Service): Northern Empowerment Association 2006 - 2007

Responsibilities:

- Assisted in empowering communities in identifying and developing local resources.
- Assisted in training women groups in health, social and economic related issues.
- Taught English Language, Social Studies, and Mathematics as subjects in the Primary and Junior High Schools

11. Volunteer Field Officer: Guinea Worm Eradication Program

2005

Responsibilities:

- Visited guinea worm infected communities for case search.
- Inspected, distributed, and replaced water filters and wrote field reports.
- Organized community health education programs to sensitize people on preventive measures.

Publications

Published:

- Hayford, S. K., Mahamah, R., Asante, I., & Anane, A. A. (2022). *Attitudinal, normative and control beliefs underlying graduate students' adoption of the learning management system for learning at the University of Education, Winneba, Ghana*. Integrity Journal of Education and Training, 6(1), 19-30.
- Mahamah, R. & Hayford, S.K. (2013). *Economic and Health Benefits HIV/AIDS Infected/Affected Women Heading Households in Kitui District in Kenya derive from Self-Health Groups*. African Journal of Interdisciplinary Studies; Vol6, No.2, pp 1-12. December 2013, ISSN:0855-9724

Accepted for Publications:

- Mahamah, R., Asante, I. K., Awini, A., Hammond, P. D. & Hayford, S. K. *E-Learning Platform Preferences of Graduate Studies of the University of Education, Winneba, Ghana*.

Under Review:

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- Mahamah, R. *Self Help Groups, a Tool for Mitigating Psycho-social Effects of HIV/AIDS on Women Heading Households in Kitui District, Kenya*

Professional Development

Training Sessions:

- Research Management Training – AIMS (2016)
- Monitoring and evaluation to improve impact of food and nutrition security – Wageningen International (2009)

Workshops and Conferences Attended

University of Hamburg, Germany

Network Conference on the Internationalization of Teacher Education (Sep 2023)

University of Education, Winneba

- Seminar on Inclusion, Department of Special Education (Mar 2023)
- VREF Tools and Skills Academic Short Course: The State of the Art in Scientific
- Writing and Publication- Virtual (Jun to Aug 2022)
- Impact Workshop on “the Early Education of Young Deaf Children and their Caregivers in Ghana (Jul 2022) at UEW, Students Center
- Leadership in the 21st Century: Overcoming Biases and Stereotypes - Gender Mainstreaming Directorate (May 2022) at UEW, North Campus Assembly Hall
- Mentoring Workshop: Faculty of Educational Studies (May 2022) at UEW-Students’ Center
- Ghana Scholarships Secretariat (SCHOLSEC) Programme: Disability Support Initiative in Public Institutions. Held at JACC, UEW (Feb 2022)
- Special Education Department Retreat at Volta Hotel, Akosombo (Jan 2022)
- Second edition of “The COVID-19 Diary” under the theme “Understanding the Myth vs. Science of the novel corona virus”. Held Virtually by AAU (Dec 2021)
- 5th International Multi-disciplinary Conference for Postgraduate Students: Quality Education Amidst COVID-19 Pandemic: The Role of the Postgraduate Student, Winneba-Ghana (Jul 2021)
- 15th Association of African Universities General Conference: The Future of Higher

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- Education in Africa (virtual) (2021)
- Orientation Programme for Newly Appointed Senior Members, UEW JAMCC (Mar 2021)
- Stakeholders' Forum with the Department of Special Education. Held at the Faculty of Educational Studies, Room 102 (Mar 2021)
- Convocation Meeting, UEW JAMCC (Feb 2021)

Supported in organizing at the African Institute for Mathematical Sciences (AIMS) Ghana:

- Introduction to Large Deviation Theory and Applications to Finance (Apr 2018)
- 2nd Edition of the Stochastic and Applications, Research and Training workshop (Feb 2018)
- 1st Colloquium of Ph.D Candidates in Mathematics and its Applications (Nov 2019)
- Probability, Analysis, and Applications workshop (Sep/Oct 2019)
- Data Analysis, Theory and Applications workshop (Jul/Aug 2019)
- Gaussian Processes and Applications in Machine Learning workshop (Apr 2019)
- Computational Mixed-Integer Programming workshop (Aug/Sep 2019)
- Stochastic Analysis, Financial and Insurance Mathematics workshop with school (Aug 2018)
- Analysing Public Procurement for Corruption Risks workshop (May 2018)
- DAAD funded Women Advancement Forum; International Exchanges, Research and Academia workshop (2017)
- Mathematics and its Application workshop (Nov 2017)
- Stochastic Optimal Control and Applications workshop (Aug 2017)
- Computing in Applied Mathematical Sciences workshop (Jun/Jul 2015)
- Introduction to Genomic Big Data Science workshop (Jul 2017)
- Genome-Wide Association Studies workshop (Jun 2017)
- 1st Edition of the Stochastic and Applications, Research and Training workshop (Feb 2017)

Youth Empowerment Synergy (YES-Ghana)

- Youth in Oil and Gas Conference (2013)
- Youth Manifesto Coalition (2013)
- Youth Manifesto Signature Campaigns (2012)
- Voices of Youth Conference (2012)

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Membership of Professional Associations

- | | | |
|---|--------|----------------|
| ▪ Association of African Universities | Member | 2021 – Present |
| ▪ Northern Senior Members’ Association, UEW | Member | 2021 – Present |
| ▪ University Teachers’ Association of Ghana, UEW | Member | 2020 - Present |
| ▪ Women in Advancement Forum International Exchanges, Research and Academia
(WAFIRA) | Member | 2017 – Present |

Institutional Service

- | | | |
|---|----------------|----------------|
| ▪ Tri-continental Teacher Training Exchange Program | Coordinator | 2023 - Present |
| ▪ Visit from Passau University, Germany | Special Escort | 2003 |
| ▪ Visit of Vice Rector- EHB, Germany | Special Escort | 2023 |
| ▪ International Relations Committee, SPED | Member | 2022 – Present |
| ▪ Gender Equality and Social Inclusion (GESI) Committee | Member | 2021 – 2022 |

Community Service

- | | |
|--|----------------|
| ▪ Patron, National Association of Gonjaland Students (NAGS), UEW | 2021 – Present |
| ▪ Guest Speaker, Pentecostal Students Association (PENSA), UEW | 2021 |

Consultancy

Associates for Change

- New Juaben Field Research Supervisor (*Teacher Capacity Building for Play-based Early Learning in Ghana and Sierra Leone*) – 2022
- Central Regional Field Researcher (*Post COVID 19 Impact Assessment of Low Fee Private Schools within the IDP Rising School Program*) - 2021
- Volta Regional Team Leader (*UNICEF Funded “Most Significant Changes” Stories on Child Protection at Regional, District and Sub- district levels*) – 2018
- Volta Regional Team Leader (*Evaluation of Right to Ploy's “Play for the Advancement of Quality Education” program*) - 2017
- Central Regional Team Leader (*Operational Assessment of the Ghana Home Grown School Feeding Program*) – 2015 – 2016

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- Brong Ahafo Regional Team Leader (*Untrained Teacher Diploma in Basic Education (UTDBE) Program End-line Survey*) – 2014
- Brong Ahafo Region Field Researcher (*Impact Assessment Baseline Study on the Untrained Teacher Diploma in Basic Education Program*) - 2014
- Brong Ahafo Region Field Researcher (*Evaluation of USAID Ghana J.H.S Education Projection (Transition and Persistence Project) implemented by Plan Ghana*) – 2014

Global Alliance Development Foundation

- Consulting Partner - 2013 – Present

Grants and Awards

Supported Prof. Olivier Menoukeu Pamen at AIMS Ghana Research Center on:

1. Inter-institutional Agreement 2019-2022 - Erasmus Charter for Higher Education between Brandenburg University of Technology Cottbus – Senftenberg and African Institute of Mathematical Sciences – Ghana
2. Grant proposal writing: Euro 87,300 awarded by the Volkswagen Foundation to the German Research Chair at AIMS Ghana to organize the SAFIM workshop with school in 2018

Supported AIMS Ghana on:

3. Government of Ghana allocation to AIMS through the GETFund of GHS 5.6m/annum (2017 – 2020)

Personal Educational Awards:

4. Anne Von den Ban Fonds, an invitation only scholarship program offered at Wageningen University for excellent students from developing countries to follow a MSc education at the university (2010)
5. Edukans Foundation – 500 Euro for field research on MSc program in Kenya (2010)

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Referees

Name	Position and Contact Details
Professor Olivier Menoukeu Pamen	Professor, Mathematical Sciences, University of Liverpool +44 7596 228520 o.menoukeu-pamen@liverpool.ac.uk German Research Chair in Mathematics and its Applications, AIMS Ghana
Professor Samuek K. Hayford	Professor, Special Needs Education, University of Education, Winneba +233(0)506918091 skahayford1259@gmail.com
Professor Braimah Awiasu Imurana	Associate Professor, Political Science, Faculty of Social Science Education Dean, School of Graduate Studies, University of Education, Winneba +233(0)244519778 braawais@gmail.com