
EDUCATION

Ph.D. in Public Policy

Expected: 5/2023

University of Maryland Baltimore County, Baltimore, MD

M.P.P.

5/2020

University of Maryland Baltimore County, Baltimore, MD

B.S. in Sociology and Law and Criminal Justice

12/2018

Hood College, Frederick, Maryland

SKILLS

Computer: Microsoft Office Suite (Word, PowerPoint, Excel), Operating systems (Windows and MacOS), Presentation software (PowerPoint, Keynote)

Languages: Hausa (fluent), ASL (Novice), French (Novice)

Software: STATA, SPSS,

RELEVANT EXPERIENCE

Faculty Instructor Adjunct Research, University of Pittsburgh, Pittsburgh, PA

12/2021 – Present

- Coordinate weekly meetings with the principal investigator and co-investigator.
- Develop documentation and forms to complete the IRB process.
- Conduct research for potential stakeholders and support outreach to stakeholders.
- Develop coding manuals and coding procedures for a large team of researchers.
- Supervise, train, and evaluate undergraduate researchers.
- Conduct detail-oriented research for the Protest and Police Reform Project on BLM mobilization and police reform.
- Coordinate and facilitate weekly team meetings and correspondences.
- Create research memos.
- Complete administrative paperwork, such as timesheets and biannual evaluations.
- Identify a hiring pool of research assistants.
- Create project timelines to ensure the completion of the project.
- Monitor quality of data collection and coding, conduct intercoder reliability checks to ensure data quality and validity.
- Apply quantitative research methods to interpret large datasets using advanced statistical modeling techniques and software such as Stata.

Performance and Data Analyst, Office of the City Administrator (OCA), Washington, DC

7/2022 – Present

- Monitor agency performance and facilitate the effective and efficient implementation of the Mayor's policies by providing leadership, support and oversight of District government agencies.
- Improve agency performance, transparency, and accountability by supporting overhaul of the District's approach to performance management.
- Host cluster meetings to facilitate the City Administrator's review of key performance and budget data to identify opportunities and challenges.
- Develop performance metrics and conduct data analysis to evaluate the productivity and effectiveness of ARPA funded projects and programs.
- Develop work outputs including interactive data-based dashboards and other visualizations for internal clients, including the Executive Team, to inform decision-making.
- Track implementation process, outcomes, and treasury requirements for over 50 Mayoral agencies and 250 projects.

Intern, National Center for State Courts, Williamsburg, VA

05/2022 – Present

- Assist in lobbying and corresponding with state senators and legislators.
- Select and implement a program management system.
- Research legal and policy issues using platforms such as LexisNexis.
- Respond to legislative requests.

- Participate in cross agency working groups to develop speaking series and legal briefs.

Program Coordinator, Minority Graduate Placement Program (MIGAP), Baltimore, MD

12/2021 – Present

- Identify a pool of potential workshop participants.
- Managing logistics for successful workshop series.
- Develop outreach and mass communication strategies.
- Conduct research on national programs and identify relevant workshop literature.
- Conduct research on factors that contribute to the underrepresentation of minorities in graduate programs and in the job market.
- Correspond with potential stakeholders and proposal personnel.
- Demonstrate a high level of administrative competence.
- Develop and manage the budget for the success and continuation of workshop series.
- Balance multiple demands and prioritize competing schedules and leadership levels. Cultivate an intricate workshop schedule.
- Curate social media advertisement and recruitment.

Project Manager, WTG US Police Reform Program, Baltimore, MD

07/2020 – 8/2022

- Identify a hiring pool of research assistants.
- Create project timelines to ensure the completion of the project.
- Develop coding manuals and coding procedures for a large team of researchers.
- Balance multiple demands and prioritize competing schedules and leadership levels.
- Facilitate large team meetings.
- Perform tasks central to the program's progress.
- Cultivate an intricate workshop schedule.
- Monitor quality of data collection and coding, conduct intercoder reliability checks to ensure data quality and validity.
- Apply quantitative research methods to interpret large datasets using advanced statistical modeling techniques and software such as Stata.

Graduate Research Assistant, University of Maryland Baltimore County, Baltimore, MD

1/2019 – 8/2022

- Conduct research on assisted living facilities response to COVID-19, relationship of segregation and gentrification, and the impact of disciplinary boxes on college applications.
- Research education and housing issues for policy briefs.
- Investigate substance of scholarship through mapping within Zotero.
- Maintain resource archives for both computer files and hard copy materials.
- Assist in developing a dynamic set of resources through the school database and library.
- Conduct qualitative and statistical analysis of data.
- Conduct surveys and data entry for evaluating and developing a comprehensive examination of the community.
- Conduct qualitative stakeholder interviews, analyze quantitative survey results; review organizational processes and input data. Apply qualitative research methods to interpret large datasets using software such as NVIVO.

GRADUATE COURSES

University of Maryland: Research Methodology, Political Social Context, Race and Education in Urban America, Statistical Analysis, Social Inequality Social Policy, Policy Consequence Economic Analysis, Policy Analysis, Managing Public Organization, City and Environmental Issues in Urban, Racial Equity Policy, Statistical Application and Evaluation Research, Governmental Budgeting, Urban Theory, Benefit Cost Evaluation, Causal Inference and Program Evaluation, Law and Policy

Hood College: Civil Liberties, Constitutional Law, Criminal Law, Social Inequality, Gender Inequality, Statistical Analysis, Information Theory, Abstract Algebra, Linear Algebra, Global Social Problems, Violence and Terrorism, Quantitative Methods of Social Science

ADDITIONAL EXPERIENCE

Supervisor, H&M

6/2016 - 8/2020

- Responsible for processing merchandise.
- Excellent customer service and problem solving.
- Set goals for performance and deadlines in ways that comply with the company's plans and vision.
- Organize workflow and ensure that employees understand their duties or delegated tasks.
- Monitor employee productivity and provide constructive feedback and coaching.

Library Assistant, Frederick Community College

9/2015 - Current

- Organize and catalog books and check ins/outs
- Responsible for computer and printer troubleshooting.
- Create digital and printed announcements.
- Responsible for maintaining library statistics.