**Susanne M. Westerhoff-Uprety**

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**Education**

* University of Massachusetts, Amherst, MA 2013-Present

PhD, Political Science

* St. Cloud State University, St. Cloud, MN BA, *summa cum laude*, International Relations, 2010
  + GPA 4.0
* St. Cloud Technical College, St. Cloud, MN Took various undergraduate courses before transferring to SCSU, 2005-2007
* Anoka-Ramsey Community College, Coon Rapids, MN Took various undergraduate courses before transferring to SCSU, 2006-2007

**Awards**

* Summer Research Assistantship Grant 2014
* Olga B. Satre Hart Memorial Scholarship, 2009
* College of Liberal Arts Scholarship, 2009
* Dean’s List Each Semester at St. Cloud State University 2007 - 2010
* Dean’s List Each Semester at St. Cloud Technical College 2005 - 2007

**Experience**

*Teaching Assistant- Sections, at the University of Massachusetts Amherst*

[POLISCI252-SEC01, Globalization, Governance & World Order Spring 2016](https://moodle.umass.edu/user/view.php?id=71337&course=26579)

[POLISCI101-SEC01, American Politics Spring 2015](https://moodle.umass.edu/user/view.php?id=71337&course=20596)

[POLISCI181-SEC01, Controversies in Public Policy Fall 2015](https://moodle.umass.edu/user/view.php?id=71337&course=22301)

[POLISCI255-SEC01, American Foreign Policy Fall 2014](https://moodle.umass.edu/user/view.php?id=71337&course=15810)

* Individually organized and ran three different sections each for a variety of political science classes
* Developed weekly lesson plans
* Designed both written and presentation assignments
* Constructed and administered Midterms and Final exams
* Acted as a liaison between the professor and the students
* Organized and prepared classroom technology in preparation for weekly lectures
* Performed various data-entry tasks

*Teaching Assistant – Grader, At the University of Massachusetts Amherst*

POLISCI121-Grader, World PoliticsFall 2013-Spring 2014

* Helped organize and grade student submissions
* Gave instructive feedback on student assignments
* Tutored individual students to boost grades and understand material
* Organized, calculated and updated student grades into the university IT system using various software platforms
* Performed various data-entry tasks

*Co-Founder of the University of Massachusetts Amherst College of Social and Behavior Sciences Annual Interdisciplinary Political Studies Conference* Spring 2016

* Helped organize location and catering
* Promoted and Advertised the event both locally and regionally
* Helped find sponsors and funding
* Prepared conference materials and helped set up the presentation rooms
* Chaired panels
* Welcomed guests and presenters
* Helped organize overnight accommodations

*Volunteer teacher* *at the Centro de Formación Técnica in Lota, Chile*, Spring 2011

* Taught English as a Second Language (ESL) to Beginning and Advanced classes
* Designed curricula with teachers and program directors
* Chose educational material and daily class activities
* Designed and administered final exams
* Calculated and submitted final grades
* Subjects included: grammar, reading, writing, pronunciation, and cultural mores.

*Volunteer teacher* *at Hands Across The World - Mary’s Place*, Summer 2012

* Taught English as a Second Language (ESL) in adult classes
  + Tutored individuals
  + Taught small groups of 3-5
  + Assisted in large classes of 15-20
* Taught: Computer Skills, Reading, Basic Math, Basic English, and Advanced English

*Student Senator for the College of Social Science*, Spring Semester 2010

* Liaison for the Student Senate and the Dean of the College of Social Sciences
* Publicized Student Senate events and concerns
* Facilitated student elections by disseminating information on candidates, ballot procedures, and deadlines

*Student Government Constitution Committee Member,* Spring Semester 2010

* Met with a legal consultant and a redactor from the University concerning the draft constitution
* Wrote and edited portions of the new constitution
* Presented the draft constitution to the Student Senate
* Publicized the draft constitution to facilitate student participation
* Volunteered at voting tables to answer questions concerning the new constitution
* Assisted in the ratification of the new constitution

**Presentations**

* “Human Trafficking and the United Arab Emirates,” St. Cloud State University Student Research Colloquium, 2009
  + Students from SCSU and surrounding colleges are selected and sponsored by a professor to present research projects at a public forum
  + Presented a research paper, on human trafficking trends and the effect of global commerce and treaties, to end human trafficking in the United Arab Emirates

**Language**

* Intermediate Spanish
* Elementary Nepalese

**Other Experience**

*Employee at Essilor**of**America****,***

* Customeyes Sauk Rapids division, July 2010 – Present
  + Worked fulltime
* Precision Optics division, Aug. 2005 – July 2010
  + Worked 24 hours every weekend during school and fulltime during summer