

Maya Bitsadze

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· EDUCATION

- PhD, Education - Ilia State University - Oct 2013
- M.A., Education Administration- Muskie/FSA Fellow, The American University, DC, USA May 1997
- Master of Public Administration, MPA - Georgian-American Institute of Public Administration (GIPA) Nov 1997
- Simultaneous Interpreter - Tbilisi State Pedagogical Institute of Foreign Languages. Tbilisi, Georgia May 1992
- M. A., Teacher of English and French Languages - Tbilisi State Pedagogical Institute of Foreign Languages, Tbilisi, Georgia, June 1990

FELLOWSHIPS AND PROFESSIONAL AWARDS

- Fulbright Visiting Scholar Program, Post-doctoral research at George Washington University, USA, DC- 2018-2019
- Erasmus Mundus -Humeria Program, Post-doctoral Fellowship at Masaryk University, Czech Republic, Brno -2014
JFDP (Junior Faculty Development Program) Fellowship at Kent State University, USA - 2012
- Mashav Center for International Cooperation Fellowship Program, Women Leadership in Civil Society at Shefayim, Israel - 2005
- Contemporary Issues Fellow (IREX) at Columbia University, Charter Schools Research, Teachers College, USA – 1997
- Muskie/FSA Fellow (ACTR/ACCELS) at The American University, DC, USA–1995-1997
- Open Society Georgia Foundation Fellowship at Central European University, Budapest, Hungary- 1998
- Diploma Summa Cum laude–Tbilisi Ilia Chavchavadze State Pedagogical Institute of Foreign Languages - 1990

EMPLOYMENT

- **Head of Quality Assurance Office at Faculty of Business, Technology and Education** - March 7, 2023 – until present
Ilia State University –Work with educational program teams/ managers on academic programs creation, implementation, evaluation and development; Manage and coordinate program accreditation processes; Lead internal evaluation processes and prepare reports for the faculty council and University Quality Assurance Office, participate in university authorization processes etc.
- **Adviser to Dean of Business, Technology and Education School**
Ilia State University – Advise Dean on quality assurance issues at school of Business, Technology and Education. Coordinate academic programs' internal evaluation processes.
- **Associate Professor** Dec 1,2014 – until present
Ilia State University - Teach graduate courses: Management and Organizational Behavior in Education, OD, Fundraising and Project Writing, Business Principles in Higher Education Institution Management, Leadership for Equity and equality at schools, Leadership at Higher Education Institutions, Student Development at Colleges, Using Qualitative Research Methods in Organizational Research; Served as Curriculum expert for Education Administration Program development in the frames of Tempus "MAHATMA" project. Supervise master and doctoral students' dissertations.
- **Leadership Development Manager** Jan 2016 - Sep 2018
National Center for Teacher Professional Development. Millennium Challenge Account- Georgia funded Project "Training Educators for Excellence"- Led public school principals professional development activities on national level for 2085 public schools, among them for 215 ethnic minority schools: conducted needs assessments, supervised creation of Leadership Academy training modules (160 contact hrs), organized training activities and trainings throughout Georgia for all public school Principals, defined national school principals conference topics/content, agenda and organizational issues; reviewed grant proposals of professional associations. Prepared reports for TPDC and MCA in the direction of School Principals and school-based facilitators' activities of the project.
- **Program Manager** Feb/ 2013- Dec/2015
National Center for Teacher Professional Development. Education Management Program
Led Education Management program activities (planning, implementation and monitoring/evaluation), among them researched school Principals, school librarians and clerks' needs, supervised creation of training modules, organized trainings, conferences and workshops for school Principals, prepared publications.
- **Assistant Professor** Nov 2010 - Dec 2014

Ilia State University - Taught graduate courses: Management, Organizational behavior, OD, Fundraising and Project Writing, Business Principles in Higher Education Institution Management, Leadership at Higher Education Institutions, Student Development at Colleges, Organizational/Industrial Psychology. Served as Curriculum expert for Education Administration Program development in the frames of Tempus "MAHATMA" project. Supervised master thesis of Education Administration and Public Administration Program students.

· **Accreditation Expert** January 2014 - 2016

National Center for Educational Quality Enhancement -Evaluated education administration master programs created by various, public and private universities in Georgia and prepared evaluation reports for EQE.

· **Curriculum Expert** Dec 2010- Jan 2013

Ilia State University - Created and improved curricula for educational and humanities direction master programs. Prepared educational programs for accreditation, collaborated with professors for improving programs and syllabi, coordinated activities with students' coordinators, etc.

· **Projects' Manager** April – Dec 2009

NCAC (National Curriculum and Assessment Center), Georgian Ministry of Education and Science – Provided coordination, supervision, management and evaluation of up to 15 projects of the Center and staff of about 40 employees. In July – September 2009 served as an Acting Director of the Center.

· **Consultant** (Project Management, HR)/Project Manager 2007- March 2009

UGT, Consulting and Complex Projects Department. Duties included creation of Project Management and HR procedures for UGT, manager of HR processes automation (AX 4.0) pilot project in UGT HR Department, consulted UGT project managers on project management system, conducted surveys, created reports. Participated in IT projects delivered for state agencies: MoD, MoIA; Identified client needs, conducted interviews, prepared needs assessment reports. Experience of a trainer for company staff (training module creation and delivery), planning, organized and participated in project and staff evaluation.

· **Invited Professor** September 2005-2008

The Georgian University (former Georgian University of Social Sciences). Designed new curricula and taught graduate level courses in 'Educational Systems, Models and Management', 'Organization Development', 'Education Policy', 'Fundraising and Project Management' for master's degree students from School of Humanities.

· **Sustainable Development Program Manager** September 2000 – January 2007

Horizonti Foundation for the Third Sector Sustainable Development Supporting Program. Managed USAID and other donor funded projects on Alternative Energy Sources education for communities in partnership with PA Consulting; Prepared program activity reports for USAID. Created Community Environmental Management Plans and Community Development Plans for supporting communities' sustainable development; conducted environmental impact assessments for USAID funded micro projects for Georgian community based organizations, supervised implementation and monitoring of funded projects. Managed IIZ/DVV funded small grants project on adult education in Georgia, assisted NGO development though educating on income-generation activities, adult learning etc.; Communicated with Horizonti's foreign and international partners; was involved in fundraising; Together with Director worked on projects proposals preparation for various international donors; Managed grants programs in Corporate Social Responsibility, Adult Education and Income Generation for NGOs; Conducted trainings on Women Leadership, Sustainable Development and NGO Income Generation, Logical Framework Development; Monitoring and Evaluation.

· **Coordinator of Information Program** May 1998 – September 2000

Horizonti Foundation for the Third Sector, Coordinated functioning of Information Program units: Press Center, Research and Analysis Program, and Video Studio. Assisted Director in preparation of Board materials, quarterly and annual reports, in relation with foreign partners, in carrying out administrative policy, organizing conferences, presentations, managed content design of a web page of Horizonti Foundation.

· **Local Consultant** December 1997- January 1998

The World Bank Education Project Mission. Duties included data collection, accompanied mission representatives at interviews with governmental officials and field trips at Georgian Schools.

· **Administrative Assistant** October -November 1997

United Nations Development Program (UNDP). Duties included administrative work.

· **Program Analyst** (Intern) May- September 1996

Fund for Improvement of Postsecondary Education (FIPSE), US Department of Education. Designed and analyzed questionnaires for evaluation of FIPSE funded University projects, collected and analyzed data, assessed results of surveys, familiarized and participated in the meetings of North American Mobility Program for Universities, participated in site visits at the funded universities, Washington DC, USA

PROFESSIONAL CONFERENCES/CONSULTING CONDUCTED

2019 Presentations conducted at Urbana University and Franklin University with the university staff and Urbana high school Principals in the frames of Outreach Lecturing Fund (OLF), Ohio, USA
2017 Conference on School Management and Leadership, member of an organizing group, Tbilisi, Georgia
2010 Batumi Spring professional, Poster presentation on Distance Education, Abstract is Published in Conference materials.
2008 Change Management and Organization Development for School Directors and School Board Members, Batumi
2007 Survey of UGT HR Department Business Processes and Practices
2007 Training in the Basics of Project Management System
2007 CRM Implementation Results at UGT Business Units
2007 Consulted on organization development, project management procedures, HR
2007 Supervised master degree students on thesis writing at I. Chavchavadze University
2003-2007 Consulted NGOs on proposal writing, fundraising, business plan preparation
2006 Logframe Development, Monitoring and Evaluation conducted for Line Ministries' representatives, Bakuriani
2005 Women Leadership and Small enterprise Development (ToT) Tbilisi
2003-2005 Sustainability and NGO Income Generation for Georgian NGOs, Tbilisi, Telavi, Akhaltsikhe

PROFESSIONAL TRAININGS AND CONFERENCES ATTENDED

2019 Free Trade in Mind Building the new Global Educational Marketplace by Ben Wildavsky's " at GW, USA
2019 How measurement influences Policy at Multiple levels by Carl Cohl at GW, USA
2019 Leadership Lessons by Carl Cohl at GW, USA
2019 Assistant principals' professional development trainings (Mary Jane Patterson Fellowship) session at Bunker Elementary school, USA
2019 Shadowing School Principal at Two Rivers Charter School, Washington DC
2019 Developing Capacities for Social Change, Ecology of Education by Dr. Meggan Madden, GW, USA
2018 8th Annual mEducation Alliance Symposium "Using Technology to Scale Support for Teachers and Community Educators in Low-Resource Environments" at United States Institute for Peace, USA
2018 World Development Report "The Changing Nature of Work by Simeon Djankov, GW, USA
2018 San Diego Enrichment Seminar, San Diego, USA
2018 "Exploring Issues when Generating Data for Simulation Studies in Education" by Dr. William Dardick, GW, USA
2019 Trust and Accountability to build More Equal educational Systems in South Africa by Melanie Ehren, GW, USA
2018 GW Gelman Library workshops on "Discussion in small groups", "Discussion in large groups", Active learning techniques engaging large and small groups in discussion", "Get students to do Homework".
2017 Brain Waves of Change, CIP, Cape Town, South Africa
2017 School Management and Leadership, Tbilisi (participant, organizer) Tbilisi
2015 School Management Conference for School Principals (organizer), Tskaltubo
2014 School Management Conference for School Principals (organizer), Tskaltubo2012 - Higher Learning Commission (HLC) Annual Conference "Quality in Higher Education" organized by Higher Learning Commission, North Central Association. USA
2010 Batumi Spring Professional, Poster presentation on Distance Education.
2013 Staff Capacity Building, CIEP, Paris, France
2012 HLC Annual Conference Quality in Higher Education organized by Higher Learning Commission, North Central Association. USA
2011 Fundraising Strategies, IREX, Tbilisi
2010 In-service training by German experts on curriculum development and quality issues, Ilia State University
2009 Project Evaluation, IREX, Tbilisi
2007 Project Management Methods, UGT, according Project Management Institute (USA) Module, Tbilisi
2007 EU Institutions and EU Integration Issues, Georgian Foundation for Strategic and International Studies, Jean Monnet Project, Tbilisi
2006 NATO Advanced Networking Workshop Effective Methods of Distance Education, 11th CEENet Workshop on Network Technology, Batumi
2006 Best Practices in Community Development, IREX, Chisinau, Moldova
2006 Intensive Seminar in Academic Writing and Basic Research, Caucasus Research Resource Center, Tbilisi, Georgia
2005 Social Marketing, IREX, Tbilisi, Georgia, one credit hour from George Mason University (one credit hour)
2005 Women Leadership in Civil Society, Mashav Training Center, Kibbutz Shefaym, Israel
2004 Small Business Development and Management. The Golda Meier Mount Carmel International Training Centre (MCTC), Tbilisi, Georgia
2003 Institutional Management in Higher Education, according UNESCO Module, IPPM/OSGF, Georgia
2002 Effective Business Communication, IREX, George Mason University training, Tbilisi, Georgia (one credit hour)
2001 Adult Education: Theory and Techniques, organized by IIZ/DVV (Germany), Yaroslavl, Russia
2000 Income Generation and NGOs, ToT Hedvig Siwertsen, Facet BV, Holland, Tbilisi, Georgia
1999 Program Evaluation, ToT, Process Consulting LTD, Moscow (Russia), Charities Aid Foundation (UK). Tbilisi
1999 Marketing for NGOs, Horizonti Foundation, Tbilisi, Georgia
1998 Educational Policy and Reform: Connecting Theory and Practice, CEU Summer University, Budapest, Hungary, OSGF fellow.

PUBLICATIONS

- Thessin R. A., Bitsadze, M. (2019) Principal Learning Across Two Nations, Leadership for School Improvement, An *AERA Special Interest Group* (SIG #101), Volume 6, Number 2
- Bitsadze M. (2019) How Georgia may learn from changes in principal support and supervision internationally, *Journal of Educational Administration*, vol. 57 no. 5, Emerald Insight
- Bitsadze M., Japaridze M. (2016). Locus of Control in Georgian Teachers and its Relation to Teacher Burnout. *Problems of Management in the 21st Century*, PMC; 11(1) 8–15
- Bitsadze M., Japaridze M. (2014). Personal and Social Aspects of Teacher Burnout in Georgia. *Problems of Education in the 21 Century*; 59(59, 7-14)
- Bitsadze M., Japaridze M. (2011). Pilot Study of Teacher Burnout in Georgian Context. *Problems of Management in the 21 Century*, PMC; 2(2) 36-44
- Japaridze M., Bitsadze M., Tsereteli, M. (2010). The Factors Causing Teacher Burnout - Personal and Social Characteristics, *Journal of Georgian Psychology*, Ilia State University D. Uznadze Institute of Psychology