## Mimi Hattoh

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### **Professional Experience**

## New Jersey Department of State, Office of Lt. Governor

January 2024 – February 2025

Community Outreach Specialist Intern Trenton, New Jersey, USA

- Developed engaging social media content highlighting the importance of voting and individual civic participation during NJ Civic Learning Week and Voter Registration Week.
- Collaborated with the Department of State and Lt. Governor's senior staff on research projects, contributing to written materials and deliverables.
- Provided guidance and support to internal and external partners on organizing effective voter registration drives in their communities.
- Actively participated as a member of the Department's Civic and Voter Education Team, contributing to broader civic engagement initiatives.

# Eagleton Institute of Politics, Center for Youth Political Participation August 2023 – June 2024 Research Assistant New Brunswick, New Jersey, USA

- Managing the Young elected Leaders Project (YELP), including data collection and analysis on the age, gender, and racial composition of political entities across the United States.
- Maintaining and updating the YELP website ensuring it provides comprehensive information on political candidates, election statistics, and general election-related content
- Writes press releases detailing the trends and information regarding data relation age, race, and gender demographics across the United States

## Rutgers University, Center for Research on Ending Violence

January 2022 - June 2023

Research Assistant New Brunswick, New Jersey, USA

- Support Program Director in monthly and quarterly data collection and reporting.
- Monitor and document key metrics to evaluate efficacy of VPVA programs and training in each office.
- Research current programing and events to share best practices and organize final report.
- Responsible for data collection, evaluation, analysis, and reporting on how to improve training.

#### Robert Wood Johnson Medical School

August 2022- April 2023

Social Work Intern Piscataway, New Jersey, USA

- Organize weekly community outreach at Elijah's Promise to recruit uninsured patients for the Eric B
   Chandler Medical Center's Homeless and Indigent Population Health Outreach Program Promise Clinic.
- Collaborate and train student doctor teams to ensure that patients' social needs are properly screened and addressed during their medical appointments.
- Connect patients to community resources like housing, food, employment, and mental health services.
- Liaise with the Middlesex County Sexual Assault Coalition to keep up-to-date with services available.

# Rutgers University, Center for Research on Ending Violence

2021 - 2022

- **Training Program Assistant** New Brunswick, New Jersey, USA
  - Oversaw the Center's Violence Against Women & Children professional certificate program.
  - Managed enrollment, tracking participants for series completion, graduation planning and final reporting.
  - Audited online and in-person course curriculum to ensure relevance and current research was used.
  - Created interactive learning activities to help improve the virtual learning experience.

#### Middlesex County College

2019 - 2021

Peer Writing Tutor Edison, New Jersey, USA

- Worked hand-in-hand with students from brainstorming and rough drafts to final submission.
- Guided students in finding, reading, and citing research articles and journal.

#### **British Airways Ghana**

2013

Customer Service Representative Kotoka International Airport, Accra. Ghana

- Resolve pre-travel customer issues and enquires about flight departures and arrivals.
- Make empowered decisions which take into consideration the balance between the customer and business needs.

## Education

Education	
The OMnium University™ Online	2025
Energy Medicine – Healers Program Series	
Rutgers School of Graduate Studies	2023 - 2025
New Brunswick, New Jersey, USA  • Political Science – United Nations and Global Policy Studies	GPA: 3.9
Eagleton Graduate Fellow Eagleton Institute of Politics, Rutgers University	2023 - 2024
Rutgers University New Brunswick, New Jersey, USA	2021 - 2023
Major - Social Work	GPA: 4.0
Middlesex College Edison, New Jersey, USA	2021
<ul> <li>Associate Degree - Liberal Arts Psychology</li> <li>Phi Theta Kappa Honor Society</li> </ul>	GPA: 3.9
Awards, Certifications, and Training	
Matthew Leydt Society	2024
Rutgers University, Brunswick, New Jersey, USA	2024
Dean's Excellence Award Rutgers University, Brunswick, New Jersey, USA	2023-2024
School of Arts and Science Excellence Award Rutgers University, Brunswick, New Jersey, USA	2023
Phi Alpha, National Social Work Honor Society Member	2023
Rutgers University Domestic Violence Response Team New Brunswick, New Jersey, USA  • Confidential Crisis Response Advocate Training	2022 - 2023
<b>Dr. Paul Shane Annual Policy Symposium</b> New Brunswick, New Jersey, USA	2022
Susan N. Wilson Leadership Program, Rutgers University Center for American Women in Politics, New Brunswick, New Jersey, USA	2021
Volunteer	
UStrive Online Mentoring  • Mentor	June 2025 - Present
Office for Violence Prevention and Victim Assistance Rutgers University, New Brunswick, New Jersey, USA  Confidential Crisis Response Advocate	2022 - 2023
Healthy Active Minds Middlesex College, Edison, New Jersey, USA  • President	2019 - 2021

National Patriotic Party (NPP)	2016
Accra, Ghana	
Fundraising Team	
National Democratic Party (NDC)	2012
Accra, Ghana	

Community Education Team