

Dr. Marc-André Letendre, Chair
Department of Economics, McMaster University
1280 Main St W
Hamilton, ON L8S4L8

October 2, 2021

Dear Dr. Letendre:

I am writing with great enthusiasm in response to the job advertisement for the “**Sessional Faculty**” position posted on McMaster University’s job postings website for the course “**ECON 2HH3 C02 Intermediate Macroeconomics II**” offered in Winter 2022. Given my experience with teaching ECON 2HH3 (Winter 2020) and ECON 2Z03 (Spring 2020 and Spring 2021) at McMaster University and several years of experience in a previous university instructor position, I believe it would be great to continue instructing at McMaster to foster an environment for high student achievement and strongly believe I can perform all duties for **ECON 2HH3** superbly in the Winter term.

At McMaster, I enjoyed the opportunity of instructing ECON 2HH3 (Intermediate Macroeconomics II) and ECON 2Z03 (Intermediate Microeconomics I). During my lectures, I engaged students using class discussions and framed concepts using relatable examples to enhance student understanding, and I greatly appreciated the contributions students brought to my lectures with their intelligent questions and participation. Also, I implemented weekly suggested problems and Avenue quizzes, which I utilized to incentivize students to review the course material on a regular basis. Additionally, I used Avenue’s statistical tools for quizzes/midterms/finals to assess student understanding of course topics and adapt the course delivery to ensure student success (both theoretical and practical learning). During the COVID-19 pandemic, I rapidly adapted to online teaching where both synchronous and asynchronous tools were used to achieve the courses’ learning outcomes.

In addition to my Bachelors degree in Math, I hold a Masters degree in Economics during which I served as a graduate assistant for 2 years. In my latter role, I was responsible for leading the Econ Lab Learning Centre, where I provided supplemental instruction to support students’ learning success. Upon completing my Masters studies, I worked at the United Nations – ESCWA where I researched socioeconomic data for countries in a state of crisis/conflict, and performed statistical analyses in collaboration with colleagues from diverse countries.

After my work at ESCWA, I began my PhD studies in Economics and completed all necessary courses with distinction (ABD); the courses included Advanced Macroeconomic Theory, Advanced Microeconomic Theory, Econometrics, and Economics of Money and Banking among several others. Concurrently with my PhD studies, I held a university instructor position at BAU where I taught 3 courses per term in English and performed all related instructor duties. In addition to teaching a variety of economics and math courses, I served as the Course Coordinator for 2 courses across 3 BAU campuses, where I frequently communicated with professors and other university staff for course management purposes. I successfully demonstrated my communication, time management, and organizational skills.

During the 2017-2018 academic year, I had the privilege of delivering private supplemental instruction to a grade 9 student with ADD. Recognizing the student’s needs, I utilized alternative delivery techniques that allowed the student to not only achieve a 25% increase in overall average, but also become capable of writing tests without assistance, demonstrating my ability to implement AODA and UDL principles. I understand that students learn in a variety of ways, and that a flexible and student-centered approach to supporting our students is critical to their success. I also believe that in a multi-cultural learning environment like McMaster University, it is vital for Professors to be able to understand and be sensitive to the cultural differences our students bring to the classroom and to one-to-one interactions. Given my prior experience, I believe that I bring a unique perspective and understanding and I would consider this to be one of my strengths in this role at McMaster.

I look forward to meeting with you to further discuss how my qualifications can contribute to your team and benefit the students. Please contact me at 289-788-7885, or email me at hammod1@mcmaster.ca.

Sincerely,

Dalia Hammoud

PROFILE STATEMENT

A passionate academic professional with 5+ years of teaching experience at the postsecondary level with a Bachelors degree in Mathematics and a Masters degree in Economics with distinction. Instructed 3 university courses per term in English for 3 years and performed administrative and research tasks at BAU. Instructed ECON 2HH3 and ECON 2Z03 at McMaster University and incredibly excited to instruct ECON 2HH3 in Winter 2022, which would allow me to continue to deliver an excellent learning experience at McMaster and help students achieve their full potential.

HIGHLIGHTS OF QUALIFICATIONS

- 8 years of postsecondary studies: Bachelors of Math, Masters of Economics, PhD in Economics (ABD status)
- Instructed ECON 2HH3 and ECON 2Z03 at McMaster, by leveraging past teaching experience to instruct intermediate macroeconomic theory as well as intermediate microeconomics in class and online (during COVID-19 pandemic)
- Used Avenue to Learn for all course management purposes, including communicating with students, posting learning material, holding Avenue quizzes/midterms/finals and using statistical tools to analyze student performance and adapt teaching accordingly
- 3 years of prior experience as a university instructor at BAU; economics courses instructed include business statistics, microeconomics and others; experienced with teaching determinants of national income as well as topics covering employment, inflation, aggregate supply and aggregate demand which are relevant for instructing ECON 2HH3
- Familiar with AODA standards; achieved 25% increase in overall average for ADD grade 9 student by utilizing equally effective alternate teaching methods
- Fully vaccinated for COVID-19 as required for in-person instruction at McMaster

PROFESSIONAL EXPERIENCE

University Course Instructor

Winter 2020, Spring 2020, Spring 2021

McMaster University – Department of Economics

- Instructed ECON 2HH3 (Intermediate Macroeconomics II) and ECON 2Z03 (Intermediate Microeconomics I) using both in-person and online instruction
- Actively engaged students by initiating class discussions and highly encouraging asking questions to foster a positive learning environment and maintain student attention during in-person lectures
- Used Avenue quizzes, suggested problems and announcements to incentivize students to review course materials regularly; used statistical features for Avenue quizzes to analyze students' understanding and adapt course delivery as necessary
- Promptly handled all administrative tasks including managing TA duties, evaluating students' special and confidential requests on a case by case basis, and administering alternate write tests
- Rapidly adapted to online teaching due to COVID-19 pandemic; utilized synchronous and asynchronous tools to deliver online content and achieve learning outcomes (lecture videos, weekly Zoom office hours, etc.)

University Course Instructor

2015 – 2018

Beirut Arab University (BAU) – Faculty of Business Administration

- Instructed all courses in English by creating an effective learning environment to accommodate diverse educational backgrounds, demonstrating excellent communication
- Courses instructed include Fundamentals of Economics, Introduction to Economics, Business Math, Business Statistics
- Very experienced with teaching determinants of national income as well as topics covering employment, inflation, aggregate supply and aggregate demand which are relevant for instructing ECON 2HH3
- Served as coordinator for "Introduction to Economics" and "Business Math" courses across 3-campus, ensuring uniformity in material covered and planning tests with various instructors
- Instructed 9 hours in lectures and held 2-4 office hours per week for supplemental instruction
- Used BAU's Learning Management System "iConnect" for online course management

Intern – Conflict, Occupation, and Development Section

Aug. 2015 – Nov. 2015

United Nations Economic and Social Commission for Western Asia (UN-ESCWA)

- Researched qualitative and quantitative data for economic and social variables for countries in a state of conflict/crisis from various sources, demonstrating strong research skills
- Performed statistical analyses to determine correlations between different variables using “Stata” statistical software, demonstrating strong analytical skills
- Collaborated with colleagues from diverse countries in the creation of large reports by writing summaries of analyses performed, demonstrating strong written communication skills

Graduate Assistant

2013 – 2015

American University of Beirut (AUB) – Economics Department

- Graduate Assistant for 4 courses during Masters studies demonstrating strong time management
- Led weekly “Econ Lab” Learning Centre where I offered peer-to-peer supplemental learning for an average of 10 students per session to support their academic success
- Marked assignments in collaboration with other Graduate Assistants and proctored examinations
- Performed applied research and other administrative work for my Masters thesis supervisor

EDUCATION**Workplace Preparation Program**

Feb. 2019 – June 2019

Mohawk College, Hamilton ON

- Completed 3 workplace preparation courses that facilitate the acquisition of Canadian workplace readiness skills including resume and cover letter preparation, interviewing techniques, effective networking, efficient job search and labour market analysis, business communication, and workplace ethics

PhD Program – Economics (ABD)

2015 – 2018

Beirut Arab University (BAU)

- Successfully completed all required courses (**GPA – 3.8/4**) and comprehensive exam (Jan. 2018)
- Relevant courses completed: Advanced Macroeconomic Theory, Advanced Microeconomic Theory, Econometrics, and Economics of Money and Banking among others

Master of Arts in Economics

2013 – 2015

American University of Beirut (AUB)

- WES Canadian equivalency assessment: Master’s degree in Economics
- Graduated with distinction; cumulative **GPA – 3.9/4**; thesis: “Testing Causality Between Energy Consumption and Economic Growth in 15 Arab Countries”

Bachelor of Science in Mathematics

2010 – 2013

American University of Beirut (AUB)

- WES Canadian equivalency assessment: 4-year Bachelor’s degree in Math
- Dean’s Honour List for Fall 2011-2012 and Fall 2012-2013 terms; cumulative **GPA – 3.4/4**

EXTRACURRICULAR

- Volunteered as Arabic Language Ambassador for Parks Canada at HMCS Haida site in Hamilton to present the Royal Canadian Navy ship; interpreted for visiting Arab community (Jun. 2019)
- Volunteered twice at “Communi-Tea” booth to engage with visitors about Canadian values and celebrate Hamilton Newcomer Day at City Hall (Jun. 2019, Sept. 2019)
- Provided interview for CHCH TV about Hamilton Newcomer Day event (Jun. 2019)
- Volunteered to provide interpretation for the Toronto Star’s interview with an immigrant family about their past experiences and their resettlement process in Hamilton (Sept. 2019)

PROFESSIONAL REFERENCES**Abdallah Nassereddine, Economic Attaché**

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Note: Dr. Nassereddine accepted a new role at the Embassy of Lebanon in Washington, DC while maintaining responsibilities at BAU. He is very familiar with both my work during my PhD studies at BAU, as well as my teaching experience in my university instructor role there.

Jayne Evans, Professor

Mohawk College

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Hamilton, ON L9C 0E5

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Note: Jayne was my instructor for several courses at Mohawk College's Workplace Preparation Program.