

Muizz Akhtar

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Professional Experience

Vox Media | Future Perfect Fellow, Vox | Remote November 2021 – Present

- Vox is a leading independent modern media company focused on explaining the news and bringing clarity to chaos
 - Pitch, research, report, and write stories for the Future Perfect section about topics like public health (including pandemics like Covid-19), climate change, global development, philanthropy, and the intersections of these topics in China
 - Participate in skills shares, training, and mentoring opportunities with fellowship cohort companywide

Stanford Center on China's Economy and Institutions | Academic Editor | Palo Alto, CA Feb. 2021 – October 2021

- SCCEI is Stanford University's home for empirical, multidisciplinary, policy research on China's economy and institutions
 - Provided high level editing and writing support to faculty and students on academic papers, grant proposals, outreach materials, and reports related to SCCEI's research on subjects like education, public health, and poverty alleviation
 - Coordinated with SCCEI faculty and senior staff to interpret faculty research and draft policy briefs and other documents that suit various audiences, including funders, collaborators, policymakers, and the media
 - Conducted a systematic review of educational technology in China while serving as a consultant for The World Bank

Texas Data Quality Coalition | Communications Director | Houston, TX January 2021 – October 2021

- Coalition of community, health, and social justice organizations across Texas advocating for equitable public resource allocation via comprehensive and representative data analysis and policy change.
 - Researched, wrote, edited, and pitched op-eds as part of public education and awareness campaigns
 - Planned and executed educational workshops for various communities related to public health and data disaggregation
 - Spearheaded social media content creation, including copy and graphics, on Facebook, Instagram, and Twitter

Freelance Editor and Researcher | Remote January 2018 – October 2021

- Edited an academic book on gender, race, and history in contemporary China
- Researched and compiled information for book proposal on race, economics, and demographic change in the United States
- Copyedited essays and give critical feedback to students on topics like identity, immigration, and education

West Wing Writers | Editorial Intern | New York, NY January 2020 – May 2020

- Leading strategic communications firm serving clients in the private, public, and nonprofit sectors
 - Researched and wrote op-eds and articles on foreign and domestic policy issues for visionary leaders and public intellectuals; research memos for Fortune 500 C-Suite executives; weekly newsletter for a global music conglomerate; speeches for the heads of global foundations; Twitter campaign for Women's History Month
 - Edited and fact-checked a wide variety of materials, including articles, social media posts, questionnaires, press releases, jokes, talking points, blogs, business correspondence, annual letters, and book manuscripts

Chinese Community Center | Program Manager | Houston, TX October 2018 – June 2019

- Largest Asian-led social service center in Texas that provides health, educational, and economic programs to immigrants
 - Directed local coalition of 13 community-based organizations, with responsibilities including event planning, collaborating with partner organizations and policymakers, and leading delegations of around 40 community leaders and students to the Texas State Capitol to engage in legislative advocacy
 - Managed immigration program, which involved providing in-language naturalization assistance to over 100 immigrants from all corners of the globe
 - Oversaw a graduate student intern, which entailed dedicated supervision and feedback, regular meetings, assignment of a core project, and a final review

Education

Texas A&M University | Bachelor of Arts in International Studies, Minor in Chinese Language and Culture 2014 – 2017

- Honors | Magna Cum Laude, Dean's List (2015-2017), The Honor Society of Phi Kappa Phi (2018)
- Exchange student at the University of Nottingham Ningbo China (September 2016 – January 2017)
- Kathryn Wasserman Davis Fellow for Peace at Middlebury College, School of Chinese (Summer 2018)

Volunteer Experience

South Asian Youth in Houston Unite | Houston, TX August 2019 – April 2021

- Facilitated community discussions on issues like criminal justice, domestic violence, and reproductive equity, conducted interviews for oral history archive, and engaged local hospital system on health disparities in the South Asian community

Skills

Creative: Writing, Editing, Fact Checking, Facilitation, Spoken Word, Client Service, Community Outreach, Event Planning

Technical: Research, Social Media Management, Project Management, Microsoft Office, Google Workplace, Canva, Datawrapper

Language: Mandarin Chinese (Proficient), Urdu (Proficient)