

LUTFATA SUNG-BAWIERA ISSAH

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EDUCATION

Professional Law Course (BL), Part II | Ghana School of Law, Accra 2024 – Present

Expected call to the Bar: October 2026

GSL result: 5 A's, 3 B+'s, 2 B's (671/1000)

Bachelor of Laws (LL.B) | University of Professional Studies, Accra (UPSA) 2021 – 2024

Second Class Upper (3.05)

Master of Public Administration (MPA) | University of Ghana, Legon 2020 – 2022

Distinction (3.77)

Bachelor of Arts, Political Science (Major) & Philosophy (Minor) | University of Ghana, Legon 2015 – 2019

Second Class Upper (3.49)

LEGAL & JUDICIAL EXPERIENCE

Firm Intern (Pupillage-track) | Gomdah & Associates Dec 2025 – Aug 2026

- Undertaking supervised practical training across the firm's litigation and advisory practice ahead of the call to the Bar requirement by the Ghana School of Law (GSL).

Court Intern, General Jurisdiction 7 & 8 | High Court, Accra Jan 2025 – Aug 2025

- Attached to General Jurisdiction 7, presided over by His Lordship Ali Baba JA, then a sitting High Court Judge, now a Justice of the Court of Appeal, and General Jurisdiction 8, presided over by Her Ladyship Ellen Lordina Serwaa Mireku.
- Observed trial and case management proceedings, reviewed case files, and assisted with legal research and administrative support to the bench.

TEACHING EXPERIENCE

Adjunct Lecturer, Advanced Administrative Law | University of Ghana Business School, Dept. of Public Administration Sept 2024 – Present

- Deliver a curriculum designed to equip Master of Public Administration (MPA) and public policy postgraduate students with legal and governance knowledge, and a working understanding of the systems and laws that guide the conduct of public officials.
- Run practical, scenario-based sessions that help students apply administrative law principles to real regulatory and governance contexts.
- Teach weekend and sandwich cohorts, and periodically assist with undergraduate classes; set examination questions, mark scripts, and tabulate results.

LEADERSHIP & PROFESSIONAL EXPERIENCE

Executive Director | Play and Learn Foundation, Accra Sept 2024 – Present

- Oversee all foundation operations and built the organisation's institutional structures, governance systems, and policy documents from the ground up.
- Secured a concurrent fieldwork/practicum placement agreement with the Johns Hopkins Bloomberg School of Public Health (USA), the University of Gothenburg, and Södertörn University, and supervise hundreds of local and international social work students on placement and community-immersion programmes across Europe, the Americas, and Africa (Ghana included).
- Raised over ₵60,000 in additional funding since taking on the role (crowdfunding and PAL Fest), secured a permanent partnership slot with Rotary International USA, and partnered with the University of Ghana School of Performing Arts to launch the foundation's first Theatre for Development programme.
- Worked with a visiting Richmond University (USA) intern to help secure a US\$10,000 Davies Grant supporting tabletop and small-scale women-led businesses in the local community with investment planning.

Freelance Administrative Officer | Muslimahs for Change, Texas, USA Nov 2023 – Present

- Lead administrative functions, correspondence, and stakeholder communications; launched the organisation's inaugural virtual internship programme and a leadership academy for youth aged 10–17.

Human Resource Officer | Green Roll Factory Ghana Limited, Akwamufie 2020 – Dec 2025

- Built HR and employer policy documents and staff handbooks; supported organisational restructuring and compliance review.
- Managed corporate and stakeholder relationships, including government and non-government partners, and supported proposal writing on workplace and community welfare initiatives.

Assistant Executive Director; Head of Research & Corporate Partnerships | Play and Learn Foundation, Accra 2017 – 2021

- Managed programme evaluation systems and led corporate partnership and fundraising initiatives, including mobilising \$5,281 (¢30,500) in COVID-19 relief funding for 61 underserved families and securing over \$10,000 in funding through a partnership with Google; supervised over 100 exchange students during this period.

ADDITIONAL EXPERIENCE

Lead Producer, News Anchor & Show Host | Radio Unvers (105.7FM), Accra 2016 – 2019

- Anchored the mid-day news bulletin and hosted a current affairs show on socio-political and national development issues, conducting interviews with policy actors, academics, and other experts.

AWARDS & RECOGNITION

- University of Ghana Debater of the Year — 2018 and 2019 (consecutive)
- Only female Adjunct/Assisting Lecturer at the University of Ghana Business School, Dept. of Public Administration
- Participant, Annual Chief Justice Mentorship Programme on Anti-Corruption, Justice, Good Governance and Leadership, Supreme Court of Ghana

SKILLS

- Legal research and drafting; oral advocacy (moot court/debate)
- Policy and governance document development
- Proficient in Microsoft Word, Excel, and PowerPoint
- Programme design, monitoring & evaluation; cross-cultural team leadership

REFERENCES

Available upon request.