

Tatwebwa Solomon

tatwebwasolomon@gmail.com | Generative AI Integration | Digital Learning | EdTech Platforms |
Educator Capacity Building | Academic Leadership

SUMMARY

AI, educational technology, and academic leader with 9+ years of progressive experience spanning digital learning systems, generative AI integration, educator development, academic leadership, and technology-enabled education. Led institution-wide implementation and administration of Learning Management System (LMS) and Student Information System (SIS) platforms supporting approximately 125 users, while progressing through departmental and senior school leadership roles. Trained 62 educators in digital learning technologies and delivered 3 dedicated AI workshops, with hands-on experience using ChatGPT, Claude, Gemini, Copilot, and Cursor for educational workflows, prompt design, lesson development, research, and AI-assisted coding. Currently completing an MA in Computing in Education at the American University of Beirut, combining pedagogy, technology, data systems, and digital innovation to strengthen teaching and learning.

EDUCATION

American University of Beirut (AUB).

2025-Present

Master of Arts in Computing in Education - In Progress, Educational Technology, Learning Management Systems, Digital Learning Design, Education Data Systems, ICT Integration, Technology-Supported Teaching and Learning, Programming and Web Technologies, Digital Innovation in Education

Uganda Martyrs University

2014-2017

Bachelor of Science with Education - Biology & Chemistry

EXPERIENCE

Learning Management System (LMS) & Student Information System (SIS) Lead

THE AMAZIMA SCHOOL

2019-2026

Led institution-wide planning, implementation, testing, configuration, course setup, user enrolment, and ongoing administration of LMS and SIS platforms supporting approximately 125 users.

Trained 62 teachers in digital learning technologies, platform use, assessment tracking, reporting systems, communication workflows, and effective integration of AI into teaching and learning.

Designed and delivered 3 dedicated AI workshops focused on practical applications of generative AI in education, including lesson development, instructional planning, research, content creation, and professional productivity.

Supported educators in applying tools including ChatGPT, Claude, Gemini, and Copilot to instructional planning, lesson design, research, content development, and other educational workflows.

Applied prompt-design techniques and iterative workflows to improve the relevance, accuracy, and usefulness of generative AI outputs for educational purposes.

Integrated emerging digital and AI-supported approaches into educational workflows to strengthen teaching, learning, research, and staff productivity.

Translated faculty, student, and institutional needs into improvements in digital-learning workflows, assessment tracking, reporting, communication processes, and platform use.

Led the transition of academic and learning records from paper-based processes to searchable digital systems, strengthening information accessibility, retrieval, continuity, and institutional resilience.

Collaborated with IT on system configuration, updates, data integrity, security, and technical issues affecting teaching and academic operations.

Produced participation, performance, and academic reports to support leadership decision-making and continuous improvement.

Provided ongoing technical and instructional support to educators and students, identifying emerging user needs and recommending improvements in educational technology implementation.

Deputy Head Teacher - Academic Leadership & Staff Development

2024-2026

THE AMAZIMA SCHOOL

Coordinated performance-review and professional-development processes for teaching and administrative staff, aligning individual development priorities with institutional goals.

Coached and mentored educators through classroom observation, professional feedback, development planning, and structured follow-up.

Supported staff adoption of digital and emerging technologies by connecting new tools with practical instructional and professional needs.

Collaborated with senior leadership to coordinate professional-development programs, academic priorities, and institution-wide activities.

Oversaw documentation and reporting on staff performance, learning outcomes, and improvement actions, strengthening leadership visibility into organizational and academic performance.

Supported a culture of continuous professional learning by connecting performance evidence, educator needs, and emerging educational practices with targeted development opportunities.

Director of Studies - Academic Programs & Records Coordination

2021-2024

THE AMAZIMA SCHOOL

Led coordination of institution-wide academic programs, including master scheduling, examinations, academic reporting, faculty collaboration, and academic records management.

Designed and maintained the master academic timetable, balancing faculty, student, examination, and institutional requirements while minimizing scheduling conflicts.

Managed academic records and reporting processes, maintaining the accuracy, completeness, confidentiality, and retrievability of student information.

Facilitated faculty collaboration and professional-learning meetings focused on instructional quality, learner progress, academic performance, and continuous improvement.

Analyzed academic and performance information to support leadership decision-making and targeted instructional responses.

Coordinated across teachers, specialists, administrators, and other stakeholders to strengthen inclusive education and targeted learner support.

Supported continuous improvement of academic systems, reporting processes, and institutional workflows.

Head of Science Department - Team Leadership & Professional Learning

2018-2021

THE AMAZIMA SCHOOL

Led departmental planning, goal setting, professional learning, and teacher performance support within the Science Department.

Mentored teachers in instructional delivery, assessment practices, classroom management, and learner support.

Organized professional-learning and peer-support activities to strengthen instructional quality and departmental collaboration.

Connected departmental priorities with broader institutional academic objectives and supported implementation of school-wide academic initiatives.

Used assessment and learner-performance information to identify priorities for instructional improvement and teacher support.

Science Teacher - Biology & Chemistry

2017-2019

THE AMAZIMA SCHOOL

Delivered Biology and Chemistry instruction using assessment, feedback, remediation, and differentiated learner support to promote academic growth.

Designed learning activities and assessments aligned with curriculum expectations and individual learner needs.

Developed firsthand understanding of classroom practice and educator needs that subsequently informed leadership in educational technology, AI-supported learning, faculty development, and digital systems.

TECHNICAL SKILLS

Generative AI Applications in Education

AI Integration & AI-Supported Educational Workflows

AI Literacy & Educator Capacity Building

Prompt Design & AI-Assisted Content Development Educational Technology Strategy & Implementation
Digital Learning Platform Oversight

Learning Management Systems (LMS) Student Information Systems (SIS)

Digital Transformation & Change Management Faculty Development & Professional Learning Team
Leadership, Coaching & Mentoring Learning Design & Pedagogical Practice Educational Data Analysis
& Reporting

Multi-Stakeholder Coordination Cross-Functional Collaboration

AI Applications: Prompt design, AI-supported educational workflows, AI-assisted research, AI lesson
design, educational content development, educator AI training, AI-assisted coding

Educational Technology: Learning Management Systems, Student Information Systems, PowerSchool,
learning- record systems, digital-learning workflows, technology integration

Digital Learning: Learning design, digital teaching tools, faculty technology training, online and hybrid
learning support

Data & Information Management: Academic reporting, digital records management, cloud-based storage,
data backup, documentation, file structures, naming conventions

Programming & Web Technologies: Python, HTML, CSS, Java - foundational proficiency; AI-assisted
coding using Cursor

Productivity: Microsoft Office Suite

CERTIFICATIONS

Biblical Integration Trainer - Association of Christian Schools International (ACSI), Certified Trust-
Based Relational Intervention (TBRI) – Certified
Registered Teacher - Ministry of Education and Sports, Uganda

LANGUAGES

English - Fluent Luganda - Fluent Runyoro / Rutooro - Fluent Swahili - Conversational Arabic -Currently
learning

ADDITIONAL LEADERSHIP & COMMUNITY EXPERIENCE

More than 10 years of youth mentorship and development experience, providing guidance and supporting
young people's personal and educational growth. Experienced collaborating with educators,
administrators, students, specialists, IT personnel, and senior institutional leaders across diverse
professional and cultural contexts. Experienced translating emerging technology into practical educational
applications through implementation, experimentation, professional development, and educator support.

REFERENCES

Available upon request.