

BIDISHA KAPHLE

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EDUCATION

Soka University of America; Aliso Viejo, CA, USA
BA in Liberal Arts | Focus: International Studies

May 2026
Magna Cum Laude

Universidad de Barcelona, Barcelona, Spain (Study Abroad)

Spring 2025

RESEARCH EXPERIENCE

Peace and Security Research Assistant, Soka University of America, CA, USA

Oct 2022 – Present

- Conducted thematic analysis identifying trends on Women, Peace, and Security in the UN Security Council.
- Investigated 300+ UN reports and conferences to predict the development of the thematic issues for a book project.

Policy Research Intern, National Policy Forum; Nepal

Aug – Nov 2024

- Published a research blog on revamping Kathmandu's urban mobility, summarizing country-level results via service delivery indicators to evaluate institutional capacity gaps in current urban mobility governance.
- Co-authored a policy brief on poverty and slum management and delivered strategic presentations to stakeholders.

OPERATIONS & ADVOCACY

President, United Nations Association (UNA) Soka Chapter, CA, USA

Mar 2023 – Present

- Initiated dialogue addressing pressing human rights, gender, refugee issues and advocated for achieving SDGs.
- Designed, and managed the distribution of marketing assets for community outreach and engagement.
- Improved leadership development pipeline by revamping internal HR management protocols.

Admissions Operations Assistant, Enrollment Services; Soka University of America, CA, USA

Oct 2024 – Present

- Ensured 100% data accuracy and confidentiality for 2,500+ student records, for institutional reporting & analytics.
- Overhauled departmental archives and internal documentation by designing a centralized database with 50+ training modules, streamlining cross-functional and cross-departmental information sharing.
- Coordinated the delivery of recruitment events (500+ attendees), directly contributing to key conversion KPIs.

PROGRAM MANAGEMENT & DEVELOPMENT

Program Development Intern, Alcardo Andrews Foundation, South Africa

June – Aug 2025

- Supported financial tracking and resource mobilization in the non-profit with 30,000+ beneficiaries by building a centralized database to validate financial data and track grant resources for 30+ applications.
- Strengthened institutional capacity by strategizing a fundraising framework and brand overhaul to scale operations.
- Designed and facilitated the delivery of 4 community workshops on social inequalities.

Founder and Project Director, Project Pratidhwani, Nepal

May – July 2023

- Designed a project empowering 100 students and 60 women, collaborating with 10 experts and 4 organizations to improve the learning environment at 3 institutions.
- Provided strategic leadership in cross-functional teams, secured and managed \$2,000 grant budget across 3 events.

Project Co-Lead, Soka Alternative Spring Break (ASB), CA, USA

Nov 2023- May 2024

- Supported all project phases of a career preparation event, guiding 40+ refugee and immigrant families.
- Ideated 20+ youth engagement events with actionable insights for Tiyya Foundation, a refugee-focused non-profit.

PUBLICATION

- **Kaphle, Bidisha,** and Bhugol Khanal. “[Why Does Kathmandu’s Public Transport Need a Complete Revamp? A Perspective from Mass Rapid Transit Promoting Efficient Urban Mobility](#).” National Policy Forum, Oct 2024.

SKILLS AND AWARDS

Core Competencies: Community Engagement, Project Management, Cross-Functional Communication

Languages: English (Fluent), Spanish (Intermediate), Nepali (Native), Hindi (Fluent)

Software: Slate CRM, PeopleSoft, Stata, Zoom, MacOS, Google Suite, Microsoft Excel, Lightroom

Awards: Soka Merit Scholarship, Dean’s List, \$2500 PBRC Summer Grants, [PBRC Junior Scholar](#)