Biden for President, Philadelphia, PA (remote)

National Director of Voter Protection and Senior Counsel, June 2020 - November 2020

- Built and led the largest voter protection program in history, which spanned 17 battleground states; recruited more than 50,000 volunteers; expanded early voting opportunities; eased the vote-by-mail process; and educated voters through iwillvote.com, outreach events, and a network of state and national voter hotlines.
- Recruited and managed a national staff of 11 and nearly 200 paid staff in the states; managed budget for all voter protection activities; provided strategic guidance to state programs; advised senior leadership on all matters related to voting and voting access; conducted on-the-record interviews and background briefings for media outlets on voter protection strategy.

Democratic National Committee, Washington, DC

Chief Operating Officer, April 2019 - June 2020 (Interim COO starting February 2019) *Director of Civic Engagement and Voter Protection*, September 2018 - April 2019

- Managed operational activities including all DNC-related litigation, legal, risk management, insurance, and contracting; supervised 11 staff spanning across the human resources, operations, facilities management, and physical security teams; and headed the DNC internship program.
- Facilitated cross-departmental projects like Organizing Corp 2020 and readying the DNC for field operations by registering to do business in 12 battleground states; led cost-saving initiatives that streamlined and strengthened processes while reducing costs; and spearheaded DNC's coronavirus response, successfully transitioning a 200+ staff to fully remote work and advising state parties and partners on best practices.
- Led the national voter protection program during the 2018 midterms; managed the department budget and three national staff and two interns; provided strategic advice to and facilitated coordination among campaigns, state parties, and sister committees on voter protection; and deployed to Florida to manage recount operations.

Center for Reproductive Rights, Washington, DC

Senior Federal Policy Counsel, April 2018 - August 2018

Managed administration-facing policy and advocacy program to advance reproductive, civil, and human rights; supervised a team of attorneys and staff; organized coalition advocacy letters and the Center's comments to draft federal regulations on topics ranging from protecting the ACA to opposing the Domestic Gag Rule; co-chaired a women's health roundtable on military/veterans issues; developed strategies to hold the Trump administration accountable; and represented the Center at rallies, events, and in on-the-record interviews.

Multiple Organizations, Washington, DC

Adviser / Organizer, January 2017 - April 2018

Coordinated the Virginia Democratic Party's 2017 voter protection program, which contributed to larger than
expected margins of victory in all three statewide races and historic wins in the House of Delegates; drafted a
comprehensive voting rights action guide published by Indivisible and Access Democracy; served on the
organizing team for both the 2017 and 2018 Women's March in DC; and worked with the Dulles Justice
Coalition on issues arising from the Muslim Ban.

Nevada State Democratic Party, Las Vegas, NV

Director of Voter Protection, June 2016 - November 2016

- Spearheaded a statewide voter protection program that: recruited more than 1,500 attorneys from across the nation, trained attorneys through in-person election protection trainings in four states, and deployed attorneys to all targeted polling locations during the 14-day early vote period and on Election Day.
- Persuaded the Secretary of State to extend the voter registration deadline by three days, which allowed the campaign to register more than 5,000 new voters; led successful effort to add a Sunday early voting site in a predominately African American neighborhood; and successfully advocated for the adoption of emergency regulations governing counting the vote in the event of a machine failure.

U.S. Department of the Treasury, Office of the General Counsel, Washington, DC

Multiple positions culminating in *Counselor to the General Counsel*, January 2011 - June 2016
Counselor to the General Counsel, July 2015 - June 2016
Deputy Assistant General Counsel for Oversight & Litigation, February 2015 - July 2015
Acting Chief Counsel of the Office of Financial Stability, June 2013 - November 2013
Deputy Chief Counsel of the Office of Financial Stability, December 2012 - February 2015
Attorney-Advisor in the Office of Financial Stability, January 2011 - November 2012

- As chief oversight counsel for the Department, advised the Secretary, senior officials, and the Office of White House Counsel on the legal, policy, and political implications of ongoing litigation, audits, and investigations and corporate activities.
- Strategically managed responses to audits and investigations initiated by Congress, inspectors general, GAO, and other oversight bodies on key topics, including the debit limit, LIBOR, the Financial Stability Oversight Council, the Dodd-Frank Act, and the IRS; prepared officials for congressional testimony and depositions by congressional staff, as well for interviews and depositions by oversight bodies.
- While in the Office of Financial Stability, managed Troubled Asset Relief Program (TARP) legal activities; supervised a team of 12 attorneys and staff; managed outside counsel; served as lead agency counsel in litigation related to AIG, housing, the auto rescue, and the Freedom of Information Act; directed responses to oversight inquiries; oversaw corporate transactions involving TARP assets; and managed a \$13 million budget.
- Received the Secretary's Honor Award in 2013 for outstanding leadership of the Office of Chief Counsel for the Office of Financial Stability and for a distinguished record of public service to the Department.

U.S. Department of Veterans Affairs, Washington, DC

Special Assistant to the Secretary (detailed from Treasury), May 2014 - August 2014

 Managed crisis response and spearheaded congressional oversight process related to timely access to care issues; researched and drafted a report to President Obama on the situation; engaged in daily strategic planning and messaging; prepared agency witnesses for twice-weekly Congressional hearings; and assisted in confirmation process for Secretary Bob McDonald, who was confirmed in fewer than 30 days.

Office of U.S. Senator Evan Bayh, Washington, DC

Counsel / Legislative Aide, November 2009 - January 2011

- Served as chief advisor on small business, pensions, and judiciary matters; advised on banking, financial services, consumer protection, and housing issues; and formulated Dodd-Frank Act policy recommendations, which resulted in a stronger bill that had sufficient votes to pass.
- Prepared the Senator for meetings with press, industry representatives, and government officials; represented the Senator in meetings with the same; drafted vote recommendation memos, information memos, and correspondence with constituents, interest groups, and high-level Administration officials; coordinated hearings by identifying and securing witnesses, summarizing testimony, and drafting questions; and advised the Senator on the impeachment trial of Judge G. Thomas Porteous.

Sutherland LLP (now Eversheds Sutherland), Washington, DC

Financial Services / Litigation Associate, September 2005 - November 2009

- Argued motions before state and federal courts; served as lead associate in a federal civil jury trial and an SEC investigation; led settlement negotiations and represented clients in mediations; conducted internal compliance reviews; prepared witnesses for SEC testimony, trial testimony, and depositions; managed discovery; and drafted numerous appellate briefs and motions relating to securities, consumer finance, commercial litigation, class actions, and intellectual property.
- Drafted registration statements for annuities and other investment-oriented insurance products; and counseled clients on requirements for registration, compliance, and disclosure under federal and state securities laws.

FieldWorks, Washington, DC

Consultant/Office Manager, June 2001 - May 2002

• Performed political and election research; coordinated campaign trainings; assisted in voter targeting and the development of get out the vote plans; prepared proposals and marketing presentations; edited and prepared training materials; managed event and travel logistics; and administered accounting and billing.

Gore-Lieberman 2000, Nashville, TN

Deputy Northeast Political Director/Delegate Tracking Assistant, June 2000 - December 2000

Assisted in coordinating political decisions in the Northeast; supervised daily operations of headquarters in 12 states; aided principal and surrogate trip planning; assisted in preparations for the Democratic National Convention in Los Angeles; and organized recount operations in south Florida.

EDUCATION	B AR ADMISSIONS
Vanderbilt University Law School, Nashville, TN J.D., May 2005	Commonwealth of Virginia Bar , admitted October 2005 (currently on inactive status)
University of South Carolina Honors College, Columbia, SC B.A. Political Science, <i>magna cum laude with Honors</i> , May 2001	District of Columbia Bar , admitted February 2007