

## Contact

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(LinkedIn)

## Top Skills

Policy Analysis  
Politics  
Government

# Jamie Lawrence

Deputy Assistant Secretary, U.S. Department of Homeland Security  
Washington, District of Columbia, United States

## Experience

U.S. Department of Homeland Security  
Deputy Assistant Secretary, Private Sector  
June 2021 - Present (2 years 3 months)  
Washington, DC

IBM  
Corporate Social Responsibility Lead, West Coast  
April 2018 - June 2021 (3 years 3 months)  
San Francisco

The White House  
3 years 9 months

Policy Director to Dr. Jill Biden  
January 2015 - January 2017 (2 years 1 month)  
Washington D.C. Metro Area

I managed all domestic and international public policy priorities for the Office of the Second Lady of the United States. I was responsible for developing a strategy to promote Dr. Biden's policy agenda, which included setting and prioritizing goals, identifying opportunities for engagement, and building partnerships with private sector and other governmental and nongovernmental entities. I was also responsible for executing the strategy, which included managing personnel, assigning projects, preparing written materials and speeches, and conducting personal briefings for other White House principals, including the Vice President and the First Lady. Internationally, my issue portfolio included: education, health, and wellness for women and girls; economic empowerment and participation in the workforce; refugees; and food security, among others. Domestically, my portfolio included: higher education; college affordability; worker training and apprenticeships; economic and educational opportunity for veterans, service members, and their families; veteran mental health and wellness; STEM education; and women's health and the Cancer Moonshot, among others.

Senior Assistant to the Chief of Staff, Office of the Vice President  
May 2013 - December 2014 (1 year 8 months)  
Washington D.C. Metro Area

I was responsible for effectively managing the day-to-day operation for the Office of the Vice President (OVP). I managed the OVP Chief of Staffs' duties, which included oversight of OVP employees and prioritization of OVP resources. I served as the OVP liaison to the West Wing, which included representing the Chief of Staff in various calls and meetings, preparing weekly reports for West Wing senior staff, and preparing materials for the Chief of Staff's briefings. I served as the OVP liaison to key stakeholder groups outside the Executive branch, including the private sector, foreign dignitaries, and public interest groups. I regularly briefed the Vice President, prepared memoranda for the Vice President's briefing book, and assumed the duties of his personal aide. I also performed advance work for the Vice President and the Second Lady, including high level dialogues and international travel.

### Bristol-Myers Squibb

#### Federal Government Affairs & Policy Manager

February 2013 - April 2013 (3 months)

Washington D.C. Metro Area

I was responsible for overseeing all political action committee (PAC) activity, liaising with Congressional offices and industry PACs, issue monitoring, lobby report compilation and submission, donor management, contributions, and events. I served as liaison with industry groups and policy experts on international trade issues, as relevant to Bristol-Myers's policy priorities.

### Bristol-Myers Squibb

#### Federal Government Affairs & Policy Manager

March 2011 - June 2011 (4 months)

Washington D.C. Metro Area

I was responsible for overseeing all political action committee (PAC) activity, liaising with Congressional offices and industry PACs, issue monitoring, lobby report compilation and submission, donor management, contributions, and events. I served as liaison with industry groups and policy experts on international trade issues, as relevant to Bristol-Myers's policy priorities.

### Democratic Leadership Council

3 years 10 months

#### Director of Development and Programming

March 2009 - February 2011 (2 years)

Washington D.C. Metro Area

I was responsible for raising \$3 million in dues to the Democratic Leadership Council (DLC) and its affiliate, the PostPartisan Foundation. I coordinated with

the DLC CEO and President on setting a policy agenda and communications plan, which included writing memoranda and editing policy papers. I served as the liaison to Capitol Hill offices and political organizations. I planned and directed all policy and donor programming, including all conferences and events. I served as the lead organizer for the annual Policy Retreat including program and policy choices.

#### Manager of Corporate Affairs

May 2007 - February 2009 (1 year 10 months)

Washington D.C. Metro Area

I organized monthly events with Congressional Members and coordinated working groups among policy experts, Capitol Hill staff, industry stakeholders, and donors. I coordinated the DLC's intern program and provided general support for the political team. I directed and executed all aspects fundraising for the 2009 Inaugural, the 2008 Democratic National Convention, as well as all associated programming and events.

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## Education

The London School of Economics and Political Science (LSE)

Master of Science (MSc) Global Politics , Global Political Economy

· (2011 - 2012)

Syracuse University

Dual B.S. Degree, Public Relations and Marketing

Management · (2004 - 2007)