

SARAH (MAGGIE) MURPHY

(b)(6)

LEADERSHIP EXPERIENCE

PRESIDENTIAL INAUGURAL COMMITTEE • Deputy Director of Events & Ceremonies • 2020 – 2021

- Served as the press lead for the inaugural ceremonies at the U.S. Capitol. Coordinate with JCCIC counterparts the movements of 300 members of the media.
- Led a small team to create a comprehensive press plan at multiple sites that required working many stakeholders to develop messages that promote the ideas of the Presidential Inauguration Committee, JCCIC, production groups, and the Biden-Harris transition team.
- Worked closely with the COVID team to ensure media throughout the events are adhering to the inauguration's safety standards. In this role I worked with press leads of 7 sites and hundreds of the press.
- Created the protective pool schedule for all inaugural events, coordinate their testing, and work with the transition team to ensure the pool was able to move from one group to another.
- Negotiated with JCCIC to ensure PIC digital had the access they wanted for inaugural ceremonies.

AUSTIN ACHIEVE HIGH SCHOOL • Dean of Instruction • 2020

- Supervised 7 teachers, review their lesson plans, coach them on their instruction delivery and behavior management. Act as the direct liaison between campus leadership and this group of teachers. Ensure their lessons met school standards, observe lessons, and provide clear feedback with action steps. Manage all English teachers to create continuity in the department and create testing strategies to help scholars raise scores.
- Led a team of 8 teaching fellows and mentor teachers to ensure staff new to education are prepared to apply to be qualified teachers. In this role I created a structure for new employees to develop by inventing a deleted scope and sequence with monthly assignments and checkpoints. Interview all potential teaching fellow candidates and work to retain them for at least one school year. Identify goals of mentor teachers and give them clear strategies to develop leadership skills.
- Created professional development sessions for a staff of over 50 to ensure students are receiving the highest caliber education. Professional development sessions include writing rubric introductions, how to align lesson objectives to mastery checks, and ways to support ELL students in class.
- Restructured the writing curriculum to better support over 400 students in honing their writing skills. In this curriculum students for the first time were giving aligned rubrics across the school that were directly tied to AP rubrics and Texas exam rubrics.
- Managed a budget of \$20,000 to create a new school library. This encompassed selecting books, choosing furniture, and working with school donors to build positive relationships to increase donations for the library.

BIDEN-HARRIS CAMPAIGN • Director of Surrogate Advance • 2020

- Established the systems for surrogate advance by conducting all outreach to advancers, developing programs to slate advance teams, checklists for each trip, security requirements and motorcade structures for each surrogate, and creating COVID-19 protocols.
- Supervised all advance teams in creating trips that were unique for each surrogate. This regularly meant managing over 8 trips, with five people on each trip, at a time and keeping track of each component of an advance trip.
- Worked closely with state teams and production to develop trips that would be successful for surrogates and advance teams. This involved sitting in on meetings, making executive decisions, working with the communications teams, and states to determine the goals of the trip and that an event was properly staffed to ensure it was successful.
- Communicated with offices of surrogates to ensure trips fulfilled the goals of the campaign and the surrogates.
- Led a team that produced over 60 surrogate advance trips that targeted specific demographics of voters or media outlets.
- Coordinated with stakeholders across the campaign to create events that were safe and socially distanced. Directed to deputies to implement the structures I created.
- Budgeted for a variety of events to represent surrogates. Allocated funds of \$100,000 for larger events and kept within small budgets of \$5,000 or less for literature drops.

KIPP WASHINGTON HEIGHTS MIDDLE SCHOOL • Director of Social Studies Curriculum and Special Projects • 2018

- Crafted a mission for the history department of 5 teachers and developed a vertically aligned skill scope and sequence to ensure the department had clear values for students to learn as young historians.
- Created a vertically aligned curriculum outline for grades four to eight and wrote the fourth-grade founding history curriculum. This curriculum is used by over 5 teachers and instructed to over 100 students.

- Selected to be the writer of eighth and fifth grade social studies curriculum used across KIPP NY. This curriculum is used by over 5 teachers in most boroughs of New York and teaches over 100 students how to analyze historical events, identify historical themes, and build writing skills.
- Managed all the logistics, data, a budget of \$20,000, and messaging for test prep to ensure the school was on track to meet state testing goals.
- Coached the staff member that was transitioning into the social studies department lead in order to prepare them successfully to take on the role. This entailed creating structured meetings and briefing materials on my work.

PROFESSIONAL EXPERIENCE

BIDEN FOR PRESIDENT • Advance • 2019 – 2020

- Served as an advance lead where I oversaw teams of 4 or 5 to implement the elements of a successful advance trip.
- Worked as a press lead to develop press logistics, wrangle media, support the message wanted the communications team, organize travel logistics for media, and guarantee the press had access to events.
- Acted as site lead to create diagrams of events, brief the principal, plan movements of staff, serve as a representative of the campaign to hosts, and ensure all aspects of trips went smoothly.
- Selected to serve as the election night press lead. Coordinated 30 unilateral positions, pool movements, and press logistics for 300 members for the media for multiple days.

SOCIAL STUDIES TEACHER • 2013 – Present

- Worked as a social studies teacher to create curriculum that was differentiated for scholars of diverse backgrounds.
- In Dallas ISD achieved the highest test scores in sixth grade social studies at my school by an average of 6 percent per semester exam.
- In New York employed by charter schools and created history curriculum for multiple grade levels that focused on the use of primary sources. Taught students how to analyze the validity of sources, write strong thesis statements, and develop tools to become citizens in a global community.
- In Austin restructured previously created history curriculums to increase modifications for SPED students and more language tools for ELL students. Piloted mastery instruction for testing resulting in the highest scores the school has earned on the US History STAAR exam.
- Consistently develop new tools for students to better connect with historical events and improve their critical thinking skills. These tools have included scaffolded primary sources, primary source question sets, visual aids, vocabulary building activities, mock trials for different time periods, and writing structures for different AP questions.

THE WHITE HOUSE • Advance Associate • 2012 – 2016

- Traveled the United States and abroad as a representative of the White House to produce events that promoted messages of the Obama Administration.
- Adhered to the protocols of the White House advance offices and worked with US Secret Service to ensure events meet their standard.
- Created media logistics to ensure press had appropriate coverage of event. Facilitated press movements during events by managing multiple schedules of the traveling press and the White House. Worked with foreign press offices and foreign press to create plans for days of press coverage.
- Developed sites and events for Obama Administration events. Managed movements for principals, staff, and crowd.

PRESIDENTIAL INAUGURAL COMMITTEE • Crowd Manager for Day of Service • 2012 – 2013

- Invented systems that allowed for the successful participation of 15,000 people in volunteer activities on the National Mall.
- Worked with National Park Service and Washington Metropolitan Area Transit Authority to orchestrate crowd movements
- Adapted service projects to become productive activities for thousands to participate in at once.
- Led a team of 3 and over 20 volunteers to ensure the day was successful.

OBAMA FOR AMERICA • Political Trip Coordinator for Michelle Obama • 2012

- Coordinated logistics for Mrs. Obama's campaign events and monitored their development throughout each advance trip.
- Communicated with different staff throughout OFA and the White House to ensure strong messaging and event success.
- Directed advance staff operations of multiple teams, supervised their conduct on the ground, budgeted travel and all expenses relating to the event.
- Managed messaging, crowd-building strategy, invoice payment, legal contracts, and troubleshooting of events.

EDUCATION

Scripps College • Bachelor of Arts in Politics & International Relations • August 2007 – May 2011
 Southern Methodist University • Master of Education specializing in ESL • June 2014 – June 2015