

DANIEL SEAN GRIFFIN

WORK EXPERIENCE

Teach For America

Managing Director, Regional Communications & Public Affairs

Washington, DC Dec. 2016-present

- Develop and execute cross-channel communications strategies in ten TFA regions and advise executive directors and executive leadership on public affairs strategy. Pitch stories, draft op-eds, and speak on the record. Lead proactive and reactive engagement with media, partners, supporters, and TFA's network to secure district contracts, increase funding, and support programmatic objectives.
- Consult on crisis communications issues, media relations strategy, and audience-specific content. Develop processes and guidance to ensure brand alignment across TFA regions and advance key communications priorities.
- Prepare executive directors and network members for external opportunities, and conduct time-sensitive research for high-impact events. Contribute to and review CEO speeches to ensure message alignment.

Manager, Regional Communications & Public Affairs

Sept. 2015-Dec. 2016

- Developed and edited content for TFA websites, executive directors, and target audiences. Drafted talking points, press releases, media advisories, internal messaging tool-kits, campaign roll-out materials, and summaries on critical public affairs issues.

Christopher & Dana Reeve Foundation

Assoc. Director of Community Engagement

Washington, DC 2014-2015

- Acted as senior advisor responsible for the recruitment and launch of the Reeve Foundation Public Impact Panel. Managed ten community advocates selected for the panel to develop awareness campaigns to promote paralysis care and cure policies (care programs support 100k+ families; cure investments total more than \$3.5 million in research initiatives and labs).
- Developed a strategic outreach calendar to build partnerships with federal agencies, research partners, community organizations, and individual advocates; represented the Foundation on visits to grantee sites, hospitals, disability centers, conferences, and grassroots events.
- Served on grant review team to award "Quality of Life Grants" to grassroots organizations (Quality of Life Program awards nearly \$4 million annually) while assessing programmatic structures and identifying opportunities for collaboration with grantees and other grassroots disability organizations.
- In collaboration with Foundation leadership, developed targeted content for blogs, advocacy listservs, and social media to engage stakeholders and raise funds for 36 epidural stimulation trials in people with paralysis.

U.S. Department of Education, Office of the Secretary

Confidential Assistant

Washington, DC 2011-2014

- Directly supported Secretary of Education Arne Duncan by liaising with stakeholders requiring Secretary-level feedback or access across an agency with approximately 4k employees nationally and a \$71 billion budget.
- Collected and edited all daily briefing materials for Secretary Duncan while collaborating with Senior Policy and Communications Teams to prepare the Secretary for meetings, speeches, roundtables, town halls, and student forums. Managed special projects for the Secretary, Deputy Chief of Staff, and Senior Staff members to advance department and Administration priorities.

The White House, Office of the Vice President

Deputy Director of Administration

Washington, DC 2009-2011

- Oversaw two staff assistants and the total travel budget for Vice President Joe Biden while coordinating with political appointees, career government employees, and military aides on up to 30 large-scale domestic trips per month.
- Principal liaison with federal agencies, political committees, and campaigns while communicating travel logistics, event budgeting, and the procedures associated with Air Force II use and hosting Vice President Biden.

Director of Correspondence

Jan. 2009-Nov. 2009

- Created the organizational structure for the Vice President's correspondence office. Directly managed a staff of five to build an extensive response library on more than 35 topics aligned to the Administration's priorities; edited and approved all outgoing messages written by correspondence staff.
- Responsible for writing letters on behalf of the Vice President for official purposes to elected officials, organizations, and constituents (approximately 40 personal letters per month).

Obama for America

Operations Communications Manager

Chicago, IL 2007-2008

- Managed ten staff in handling 25,000+ pieces of email and print correspondence per day. Worked closely with campaign technology team to track and report email trends for senior staff.
- Co-managed a volunteer operation of 150+ individuals. Responsible for volunteer recruitment, facilitating monthly training sessions, and culture-building to maintain the largest volunteer operation within the campaign's headquarters.

EDUCATION

Illinois State University, Bachelor of Science in History Education (2007)