

EXPERIENCE

KPMG Washington, DC
Business and Public Policy Manager 2018 – Present

- Proactively monitor and analyze legislation and regulations across a broad spectrum of industries – including labor, healthcare, technology, and energy – for the purpose of identifying opportunities that could enhance KPMG’s client relationships or client service prospects. Track developments impacting federal contractors, including DOL Office of Federal Contract Compliance Programs guidance.
- Draft, publish, and update reports on Presidential Executive Orders, regulations, and newly enacted laws on KPMG’s internal public policy portal, which is accessible to 35,000+ employees.
- Research and respond to ad hoc policy questions from government advisory and audit teams. For example, fielded at least 40 unique internal inquiries on newly enacted federal COVID-19 relief packages, including on unemployment insurance, paid leave programs, and health insurance requirements.
- Participate in internal industry cluster meetings to help educate employees on various policy developments and the potential impact on the business and clients. This includes a monthly presentation to 80+ consultants in the government healthcare advisory group and a biweekly presentation to 40+ colleagues on *CARES Act* implementation and other COVID-19 relief programs.

PRINCIPLES FOR RESPONSIBLE INVESTMENT (PRI) Washington, DC
Senior Policy Analyst 2017 – 2018

- Led PRI’s U.S. policy efforts pertaining to the inclusion of environmental, social, and governance (ESG) factors into investment decision-making.
- Engaged with PRI members on relevant issues, and drafted official policy letters and statements on U.S. state and federal legislation.
- Oversaw PRI’s U.S. publications. Published the U.S. ESG federal policy priority report that was distributed to PRI’s 1,900 members. Researched and wrote the publication *Fiduciary Duty in the 21st Century: Ohio Roadmap*.
- Served as the project manager for a report on U.S. private retirement plans and ESG investing initiatives. Published a Request for Proposal for the project and subsequently hired and oversaw the work of three contract consultants on a fixed budget.
- Managed one policy analyst position, including overseeing the hiring process, objectives setting, and day-to-day work.

UNITED STATES DEPARTMENT OF LABOR, Presidential Appointee Washington, DC
Senior Legislative Officer, Congressional and Intergovernmental Affairs 2016 – 2017
Senior Legislative Assistant, Congressional and Intergovernmental Affairs 2014 – 2016

- Developed and implemented proactive engagement strategies with Members of Congress to advance the Obama Administration’s regulatory and legislative priorities around workers’ health and retirement benefits and veterans’ employment programs.

- Advocated for DOL's efforts to help workers by planning Congressional briefings, tailoring messaging strategies for different audiences, and forging strong working relationships with Members of Congress, staff, and other stakeholders.
- Prepared senior leadership to testify at 10 Congressional hearings per year. Managed the drafting of official testimony, coordination of consistent messaging with partner agencies and stakeholders, and ensured that the senior leader representing DOL was ready to answer challenging questions from a politically diverse group of Members of Congress.
- Analyzed the impact of proposed legislation that would affect DOL to ensure current programs were effectively defended and not jeopardized by Congressional proposals. Coordinated appropriate responses to all communications from Capitol Hill.
- Participated in key achievements including protecting the Department's Fiduciary Rule to ensure financial advisors put their clients' best interest first, working with Congressional offices to develop innovative ways to expand access to retirement savings, and preventing the passage of legislation that would have removed the veterans' employment agency from DOL.
- *DOL Secretary's Honor Awards* received: Secretary's Exceptional Achievement Award for the Conflict of Interest Fiduciary Investment Advice Regulation Team & the Worker Protection Award for the Home Care Implementation Workgroup.

U.S. SENATOR SHERROD BROWN (D-OH)

Washington, DC

Legislative Aide

2012 – 2014

- Advised Sen. Brown on economic development, labor, trade, Social Security, and education policy. Wrote speeches and prepared briefing materials for Sen. Brown for meetings and hearings. Met with constituents, stakeholders, and lobbyists.
- Worked with advocacy groups to draft, introduce, and promote legislation, including the REFI for the Future Act to help private student loan borrowers refinance and a Senate Resolution calling to increase the national tipped minimum wage.
- Organized and planned the agenda for Sen. Brown's annual higher education conference for 50 college presidents, including the selection and management of a 10-person host committee.
- Determined Sen. Brown's labor requests for the Fiscal Year 2015 appropriations bill and prepared letter to the Labor-HHS Subcommittee outlining priorities.

Legislative Correspondent

2010 – 2012

- Conducted research, wrote letters, and drafted memos and talking points on issues pertaining to labor, manufacturing, education, Social Security, social services, and immigration.
- Wrote letters of support for Ohio grant applicants to the Departments of Labor, Commerce, and Education.
- Served as Sen. Brown's temporary labor and education Legislative Assistants for two months each. Advised the Senator on legislation during those periods, including the drafting and passage of the All-American Flag Act.

Staff Assistant

2010

- Oversaw the office internship program, including the interviewing, hiring, and managing of 10 interns per semester.
- Co-managed the front office, answered phones, ran office flag program, and prepared daily staff legislative updates.

BLOOMINGDALE'S

New York, NY

Merchant Assistant to three Menswear Buyers

2008 – 2009

- Provided buyers with weekly summary of sales for men's apparel and shoes and compared results to the fiscal year budget and sales plan. Placed purchase orders for products and entered promotional pricing into the sales system.
- Communicated directly with vendors, oversaw specialist selling programs, and managed special order requests.

EDUCATION

THE GEORGE WASHINGTON UNIVERSITY, School of Business

Washington, DC

MBA, Concentration in Business and Public Policy, GPA: 3.6

2015

WASHINGTON UNIVERSITY in ST. LOUIS

St. Louis, MO

BA, Major: Political Science, Minor: Business, GPA: 3.7

2007

Honors: College Honors in Arts & Science, Dean's List, Pi Sigma Alpha (National Honorary Society for Political Science)

UNIVERSITY COLLEGE LONDON

London, England

Study Abroad Program

Spring 2006

COMMUNITY & VOLUNTEER WORK

Calvary Women's Services, Taught a weekly class through the life skills, education, and arts program to women overcoming homelessness, 2019 – 2020

Combined Federal Campaign, Managed the DOL OCIA charitable giving program, 2015 – 2016

Everybody Wins, Tutored and mentored Washington, DC elementary student, 2013 – 2014

Horton's Kids, Tutored and mentored Washington, DC middle school students, 2010 – 2012