Malbert Smith

Senior Legislative Assistant, U.S. Department of Labor
Washington, District of Columbia, United States

Summary

I have spent my career working in progressive politics and policy. I have worked at the Human Rights Campaign, the White House, the Democratic National Committee, and President Biden's campaign to advance the issues I care about like voting rights, LGBT rights, and economic opportunity. I have worked in personnel, operations, and policy positions during my tenure at these organizations. I have a Master's in Political Management with a concentration in campaign strategy from The George Washington University. I graduated with a Master's in Public Policy from the University of Cambridge. At Cambridge, I wrote a thesis on voting rights reforms and a second thesis on policies to increase ESG related investing for the Department of Digital Culture, Media and Sport. Most recently I was the Deputy Political Director for President Biden's campaign in North Carolina. I assisted in managing a six-person political team and managed President Biden's political relationships in the state.

Experience

U.S. Department of Labor
1 year 11 months

Senior Legislative Assistant
November 2022 - Present (1 year)

Legislative Officer
December 2021 - November 2022 (1 year)
Washington DC-Baltimore Area

MetaMetrics, Inc.
Senior Education Policy Fellow
August 2019 - December 2021 (2 years 5 months)
Raleigh-Durham, North Carolina Area

• Conducted research on environmental, social, and government (ESG) investing for MetaMetrics.

• Researched and analyzed education equity issues in the K-12 school system.
• Provided political and policy analysis of state education systems.
• Conducted in-depth research on national, state, and local political environments.
• Provided marketing analysis and feed-back for the Vice President of Marketing Communications.

Biden for President
North Carolina Deputy Political Director
July 2020 - November 2020 (5 months)

Team Bloomberg
North Carolina Deputy Political Director
December 2019 - March 2020 (4 months)

Department for Digital, Culture, Media and Sport (DCMS)
Researcher, Government Inclusive Economy Unit
March 2019 - June 2019 (4 months)
London, United Kingdom

Researched ESG investing for the Government Inclusive Economy Unit
• Conducted research on environmental, social, and government (ESG) investing.
• Analyzed how asset managers, indices, transnational organizations, and academics defined the social in ESG investing.
• Produced an 88-page landscape analysis for the department on the social in ESG investing.
•Established policy recommendations for DCMS to increase the adoption and standardization of social investing.

Democratic National Committee
Operations Associate
November 2015 - January 2017 (1 year 3 months)

• Tracked, managed, and coordinated the opening of DNC state offices for the 2016 election.
• Booked the lodging, transportation, and travel for the DNC's counter convention.
• Oversaw the selection process for the DNC's internship program.

• Supervised between thirty to seventy interns every fall, spring, and summer semester.
• Scheduled the DNC internship program's events including senior staff lunches and career trainings.
• Drafted and sent all staff emails on behalf of the COO regarding internal office policy.
• Assisted the COO in scheduling, contract management, office logistics, and office events.
• Ordered office supplies and managed the monthly supply budget.
• Point person for emergency preparedness and procedures for the DNC.
• Liaised with the Democratic Congressional Campaign Committee on office logistics and scheduling.
• Set up and oversaw the DNC's War Room for primaries and debates.

Human Rights Campaign
Pride Fulfillment Temp
May 2015 - July 2015 (3 months)

• Assisted the Pride Team in packing, shipping, and organizing HRC's materials.
• Managed the high school volunteers who worked for the Pride Team.
• Made shipping and return labels with UPS Campus Ship for HRC's packages.
• Updated and maintained inventory in HRC's storage room.

Human Rights Campaign
Government Affairs Intern
2015 - 2015 (less than a year)

• Managed and updated the HRC database with information on Congressional staffers and members.
• Wrote and edited memos about the political environment of states and their congressional districts.
• Took notes for HRC staffers on congressional hearings in the Senate and House.

The White House
Office of Presidential Personnel-Intern
May 2013 - August 2013 (4 months)

•Researched potential candidates and prepared lists of finalists for possible appointment to Boards & Commissions Positions.

•Drafted and edited memos recommending potential candidates to the President for review by staff.
• Assisted with candidate vetting and handled confidential information.
• Helped manage data, workflows, and took notes during meetings.

MetaMetrics, Inc.
Research And Development Intern
June 2012 - August 2012 (3 months)
Raleigh-Durham, North Carolina Area

•Collected and entered data for the Beginning Reader Project.
•Helped develop and improve Learning Oasis, a personalized learning platform.
•Wrote for MetaMetrics education and technology blog.

MetaMetrics, Inc.
Learning Science & Technology Intern
June 2011 - August 2011 (3 months)
Raleigh-Durham, North Carolina Area

•Worked on a proposal team that submitted I-3 grant for rural South Dakota schools.
•Implemented database quality control.
•Reviewed and edited website content.

Chatham County Democrats
Chairman of the Chatham County Young Democrats
2010 - 2011 (1 year)

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Education

The George Washington University
Master's degree, Legislative Affairs · (June 2023)

University of Cambridge
Master of Philosophy - MPhil, Public Policy · (2018 - 2019)

The George Washington University
Master's Degree, Political Management · (2017 - 2018)

University of North Carolina at Greensboro
Political Science and Gender Studies · (2010 - 2014)

Northwood High School

High School Diploma · (2006 - 2010)