

Contact

www.linkedin.com/in/heather-gottry-8b1999a (LinkedIn)

Top Skills

Administrative Law

Government

Policy

Publications

Profit or Perish: Non-Profit Social Service Organizations & Social Entrepreneurship

Heather Gottry

Director & Designated Agency Ethics Official, Departmental Ethics Office at U.S. Department of the Interior
Washington, District of Columbia, United States

Summary

I am a Deputy Director of the Departmental Ethics Office and the Alternate Designated Agency Ethics Official for the U.S. Department of the Interior. I most recently served as Senior Ethics Counsel at the U.S. International Trade Commission and as the Senior Counsel to the General Counsel on detail from my position as Deputy General Counsel for General Law for the Commodity Futures Trading Commission. I previously served as Associate Counsel and Alternate Designated Agency Ethics Official for the White House, Deputy General Counsel for the National Endowment for the Humanities, and Assistant General Counsel for the Institute of Museum and Library Services. Prior to my government service, I worked as a litigation associate for Swidler Berlin Shereff Friedman, LLP. I received an Honors B.A. from the University of Michigan and a J.D. from Georgetown University Law Center and is a member of the New York and Washington, DC bars.

Experience

U.S. Department of the Interior

Director & Designated Agency Ethics Official, Departmental Ethics Office

September 2020 - Present (3 years 2 months)

U.S. Department of the Interior, Office of the Solicitor, Washington, DC

Deputy Director & ADAEO, Departmental Ethics Office

April 2018 - September 2020 (2 years 6 months)

U.S. International Trade Commission

Senior Ethics Counsel

December 2017 - April 2018 (5 months)

Commodity Futures Trading Commission

Deputy General Counsel for General Law

2012 - December 2017 (5 years)

Washington D.C. Metro Area

Serve as a senior legal advisor to the Chairman, Commissioners, and staff on complex and novel issues involving appropriations law, fiscal law, employment law, labor law, civil rights, ethics, procurement and contract law, intellectual property law, information governance and security, the Sunshine in Government Act, the Federal Advisory Committee Act, the Privacy Act, and the Freedom of Information Act. Draft legal memoranda, advice, guidance, and reports. Draft and negotiate complex contracts, memoranda of understanding, interagency agreements, cooperative agreements, and non-disclosure agreements with federal and non-federal entities. Work collaboratively to develop, draft, and implement policies on information governance, merit pay, leave, work schedules, promotions, records management, workplace violence, lost, stolen and damaged property, and other issues. Develop training materials and provide training on ethics, appropriations, procurement, and other legal issues to Chairman, Commissioners and staff. Assist in responding to Congressional oversight requests and leading agency reviews on internal compliance matters. Represent agency in matters involving and before GAO, OMB, OPM, OGE, and other agencies. Manage the work of eleven attorneys and two paralegals. Serve as Commission Committee Management Officer, Alternate Designated Agency Ethics Official, and Chief FOIA Officer. Served on detail as Senior Counsel to the General Counsel from May 2017 to December 2017.

The White House

Associate Counsel

2009 - 2012 (3 years)

Served as a legal advisor to White House staff on ethics and other legal issues. Negotiated letter and release agreements for appearances on television, film, radio, and other media, as well as the use of certain photos and materials. Worked with White House staff to develop public/private partnerships and co-sponsorships with other agencies, nonprofit organizations, networks, magazines, and other non-federal entities to advance mission goals and outreach efforts. Oversaw the ethics review and financial disclosure clearance process for White House officials and Presidential appointees in the Federal Government, including those requiring Senate confirmation. Worked with agency staff and OGE to successfully resolve difficult, complex, and novel ethics issues and conflicts of interest for Administration officials.

Served as Alternate Designated Agency Ethics Official for the White House Office. Developed and provided training on ethics, political activities, and other issues to the White House Office, National Security staff, Council of Economic Advisors, President's Intelligence Advisory Board, and White House Fellows Program.

National Endowment for the Humanities

Deputy General Counsel

2007 - 2009 (2 years)

Resolved complicated issues for the Chairman and agency on legal and policy questions involving appropriations law, ethics, conflicts of interest, federal grant law, employment law, labor law, civil rights law, contracts law, intellectual property law, the Federal Tort Claims Act, and agency statutory interpretation. Drafted contracts, advice memoranda, memoranda of understanding, interagency agreements, and cooperative agreements. Successfully represented the agency before the EEOC and MSPB. Served as lead on agency-wide social media taskforce and authored a white paper establishing guidelines on the use of social media to further the agency's mission that positioned the agency to engage with stakeholders on twitter, Facebook, blog posts, and other social media platforms. Managed staff of the Office of the General Counsel. Served as Alternate Designated Agency Ethics Official and Chief Legal Counsel to the Federal Council on the Arts and the Humanities, which oversees the implementation of the U.S. Arts and Artifacts Indemnity Program.

Institute of Museum and Library Services

Associate General Counsel

2004 - 2006 (2 years)

Resolved issues of law and policy for the Director and staff on matters including federal grant law, civil rights law, ethics, appropriations law, employment law, and agency statutory interpretation. Drafted contracts, memoranda, interagency agreements, memoranda of understanding, cooperative agreements, position papers, and legislation. Advised National Museum and Library Services Board members. Served as Alternate Designated Agency Ethics Official. Received a 2005 Outstanding Ethics Program Award from OGE. Provided training on legal issues to agency staff, applicants, and grant recipients.

Education

Georgetown University Law Center

Juris Doctor (J.D.), Law · (1996 - 1999)

University of Michigan

Bachelor's Degree, Classical, Ancient Mediterranean and Near Eastern
Studies and Archaeology · (1992 - 1995)