

Oudei Abouassaf

(b)(6)

The Pentagon, Washington, DC

Defense Fellow, White House Liaison Office

Mar 2010-Present

- Serves as the "right hand" person to the Special Assistant collaborating with internal and external DoD visitors to ensure that they are prepared and organized to meet with the Special Assistant
- Provides strategic overview of the White House Liaison's calendar to include meeting and event coordination
- Prepares daily notes, briefs, and trip books to prepare the Principal for the respective events
- Plans and arranges Principal's travel to include logistics, media, meetings, and all event details
- Travels with the Principal as lead and support person during speaking and other engagements
- Develops White House Liaison Office policy by incorporating standard operating procedures in dealing with the White House personnel
- Orchestrates political appointees' attendance and participation in the Presidential Appointee Leadership Program

Defense Fellow, Air Force Comptroller

Aug 2010-Present

- Completed initial orientation of the DoD structure & its components including traveling to eight military bases to understand the different operational and functional missions on the various levels
- Attended an offsite educational course covering the DoD budgeting process & enrolled in Squadron Officer School as part of the Professional Military Education process
- Reported to the Assistant Secretary of the AF, Financial Management Office to observe the financial relationship between the Office of the Secretary of Defense (OSD) and the individual military services
- Participated in various budget meetings by noting significant discussion points for review by the Assistant Secretary and other key staff
- Created a summary of the 2010 OSD directives (RMD's) for Air Force leadership review & implementation; Observed and participated in the Presidential Budget Rollout process
- Accompanied the Assistant Secretary on site visits as part of his support team; created "Trip Books" to prepare the Assistant Secretary for his various trips and meetings

Office of the President Elect, Chicago, IL

Nov 2008-Jan 2009

Operations Team

- Initial setup of the Chicago Transition Office, including procedures, logistics, and equipment
- Coordinated between GSA, USSS, and staff to ensure success of President Elect's meetings
- Monitored official HR procedures by ensuring the submission of the proper and accurate forms
- Worked with GSA to efficiently manage the appropriate shutdown of the Transition Office

Obama For America, Chicago, IL

Grassroots Finance, West Region

Jan 2008-Nov 2008

- Responsible for the timely processing of all grassroots contributions averaging \$200,000 weekly while ensuring all donations met the Federal Election committee rules & regulations
- Managed fundraising efforts that successfully raised \$25,000-\$70,000 per grassroots finance event
- Forecasted future contributions to aid the Operations Department in allocating spending

Palmyra Furniture & Titanic Furniture and Warehouse, Chicago, IL

Feb 1998-Jul 2009

- Conducted broad market studies, created company manual & other business startup operations
- Hired, trained & directly managed 18 employees in sales, warehouse, and delivery departments; created and implemented improved procedures, ensuring monthly and yearly quotas are met
- Developed plans that resulted in coverage of 6 new states & improving sales by 25% or \$1.2 million; sustained ongoing negotiations with suppliers to maintain a competitive & unique product line
- Facilitated meetings with wholesalers for purchase of merchandise ensuring up to date product

Education

Johns Hopkins University, Washington

Currently enrolled in a Master's Degree in Government.

University of Illinois, Chicago

Bachelors of Arts '09 — *Political Science & Economics*, Honor Distinction (b)(6)

Languages: Fluent in spoken and written (b)(6)

JESSICA M ANDERSON

(b)(6)

EDUCATION

St. Olaf College, Northfield, MN, Bachelor of Arts, English major, 9/2002-5/2004

James Cook University, Queensland, Australia, 2/2002-6/2002

University of St. Thomas, St. Paul, MN, 9/2000-6/2002

EDUCATIONAL EXPERIENCE

Studied abroad in Cuba, 1/2004-2/2004

Studied abroad in Spain, 1/2003-2/2003

EMPLOYMENT

Grassroots Fundraising Logistics Coordinator, Presidential Inaugural Committee, Washington, D.C., 12/2008-1/2009

Coordinated logistics and met needs for merchandise shops at the President Elect's "Whistle Stop" four national finance committee event and two inaugural balls.

Procured commemorative lay trains and whistles after researching vendors and working on designs.

Operations Director, Obama Campaign for Change, Albuquerque, NM, 7/2008-11/2008

Managed the tracking and spending of a \$2 million budget over four months.

Met personnel needs for 100 staff, including the dispensing and retrieving of hiring paperwork and campaign equipment, and the booking of travel.

Oversaw the leasing, opening and closing of 39 campaign offices and worked with vendors to procure their supplies: phone lines and Internet.

Built relationships with vendors and procured the campaign's literature and merchandise at the lowest cost possible and under tight deadlines.

Ensured staff and supporter compliance with campaign finance law while taking in over \$150,000 in contributions.

Operations Director, Obama for America, Louisville, KY, 4/2008-6/2008

Managed the tracking and spending of the campaign budget.

Met personnel needs for over 120 staff, including the dispensing and retrieving of hiring paperwork and campaign equipment, and the booking of travel.

Oversaw the leasing, opening and closing of over twenty campaign offices and staging sites.

Worked with headquarters in obtaining equipment and supplies for the campaign.

Ensured staff and supporter compliance with campaign finance law while taking in more than \$75,000 in contributions.

Get Out the Caucus (GOTC) Director, Obama for America, Denver, CO, 1/2008-2/2008

Worked with field director to create voter contact plan for caucus week and logistics of caucus night.

Managed regional GOTC coordinators who executed the caucus week and night plan.

Get Out the Caucus (GOTC) Coordinator, Obama for America, Sioux City, IA, 12/2007-1/2008

Worked with Obama headquarters to carry out logistics for caucus week and night in northwestern Iowa.

Served as liaison between field organizers and headquarters and kept field organizers on schedule.

Oversaw northwestern Iowa's out-of-state volunteer recruitment and volunteer housing and field assignments.

Field Organizer, Obama for America, Mpls, MN, 10/2007-12/2007

Organized caucus trainings, phonebanks and canvasses across Minnesota to identify Obama supporters and turn them into volunteers and caucus goers.

Office Assistant, City of Minneapolis, Office of Mayor R.T. Rybak, Mpls, MN, 2/2007-10/2007

Wrote issue-based letter templates for all constituent correspondence.

Handled mayor's communications with press after I-35W bridge collapse in August 2007.

Assisted policy aides with research and writing projects.

Created a list of procedures for a policy aide and his assistant so they could work together more effectively.

Press Secretary Wetterling 06 Anoka MN 7/2006 11/2006

Wrote press releases position papers talking points and newsletters

Generated local and national coverage of candidate via earned media events and print radio and TV interviews

Cultivated relationship with media and served as liaison between press and candidate

English Teacher Honghu Primary School Shenzhen China 8/2005 2/2006

Prepared lessons for and taught English to 1 000 children in grades 2 through 6

Receptionist Fairview Urgent Care St Paul MN 8/2001 8/2005

Served as first point of contact for patients admitted them to clinic and answered their insurance and clinic related questions

REFERENCES

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Wendy R Anderson

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PROFESSIONAL EXPERIENCE ~

Professional Staff Member U S Senate Homeland Security and Governmental Affairs Committee 4/07 ~ present
Subcommittee on International Security

- Manage international security portfolio execute legislative and investigative hearings liaise with relevant government agencies (DOD DOS and DHS) and draft speeches floor and hearing statements for Senator Thomas R. Carper Chairman of Subcommittee on International Security
 - Provide advice and recommendations on international security issues including regional security in South Asia (Pakistan, Afghanistan, and India) nuclear terrorism, political and economic development and nuclear proliferation in South Asia and the Middle East; intelligence reform Islamic extremism, terrorist financing and arms control policy
 - Execute legislative and investigative hearings with top national security officials preparing questions for witnesses and taking primary responsibility for crafting policy critiques and public/media message on topics such as U S Pakistan relations U S strategy in Afghanistan and Pakistan Iran s nuclear ambitions and nuclear proliferation in the Middle East; security assistance to countries to eliminate/control WMD and proliferation cost growth on major DOD weapons programs and defense policy regarding nation s strategic airlift capabilities
 - Collaborate closely with key staff from Senate Armed Services Foreign Relations Intel, and Homeland Security committees and Democratic leadership staff on policy initiatives related to pressing national security issues and develop the Democratic message on such issues
 - Serve as senior national security advisor to subcommittee Chairman Carper advising on foreign policy and defense issues especially on South Asia (particularly Pakistan) the Middle East, as well as Russia and Europe.
 - Lead staff on May 09 CODEL to Afghanistan/Pakistan Lead Staff May 08 Staff Delegation trip to Israel, Pakistan, India, UAE Bahrain, Jordan and Saudi Arabia, and June 07 CODEL trip to Iraq and Kuwait.

Member South Asia Policy Team Senator Barack Obama's Presidential Campaign 6/08 ~ 11/08

- Drafted press guidance for Senator Obama, as member of rapid response subgroup
- Edited and updated debate preparation materials for Senator Obama.
- Worked with Richard Danzig s Team in Norfolk/VA Beach, VA during campaign

Intelligence Liaison U S Senator Barbara A. Mikulski 9/06 ~ 04/07

- Handled intelligence issues for Senator Mikulski as her liaison to Senate Select Committee on Intelligence liaised with intelligence community and drafted speeches and all statements for Senator on national security issues

Military Legislative Assistant/Foreign Affairs U S Senator Frank R. Lautenberg 8/04 ~ 8/06

- Handled Senate Homeland Security and Governmental Affairs Committee work for Senator (prepared legislation, hearing materials negotiated legislation with HSGAC staff and briefed and staffed Senator)
 - Provided advice and recommendations on homeland security issues and others including reconstruction activities in Iraq and Afghanistan BRAC Iraq contracting; intelligence reform, nuclear terrorism port security and infrastructure protection chemical security and combating fraud, waste and abuse in government
 - Lead staff on Intelligence Reform and Terrorism Prevention Act of 2004 (Senator was conferee)
- Lead analyst on foreign affairs defense and homeland security and appropriations issues for Senator (preparing, briefing, advising, and negotiating on behalf of) on Iraq Afghanistan, Pakistan, Iran Libya, and compensation for victims of terrorism
- Developed and executed legislation focusing on foreign affairs defense and homeland security

Deputy National Security Issues Coordinator, National Security Team 6/03 ~ 10/03

John Kerry Presidential Campaign (Washington, DC)

- Wrote policy papers on range of national security issues specifically on Afghanistan, Pakistan Iraq and other issues related to homeland and international security issues and defense.

Consultant/Research Associate for David Gergen (Cambridge, MA) 2002
• Advised on wide range of policy and political issues, and assisted with writing.

Senior Associate, Aslan Global, Strategies for Emerging Markets (Cambridge, MA) 2002
• Consulted with and advised governments in developing world on economic development and good governance strategies (countries of focus: Yemen, Rwanda, Armenia.)

Deputy Director for External Affairs, Women and Public Policy Program 2000 ~ 2002
John F. Kennedy School of Government, Harvard University (Cambridge, MA)

- Developed, coordinated, and implemented policy initiatives focused on conflict-prevention and democracy-building in concert with Heads of State and policymakers in South Asia, Middle East, and Africa.
- Formed strategic alliances between governmental and non-governmental organizations and multilateral institutions and other organizations.
- Executed and directed ongoing policy initiatives to multiple audiences highlighting role of women in peace processes for G8 governments.
- Researched, developed, and implemented fundraising strategies by enlisting corporate partners in key projects, raising \$100,000. Managed corporate relationship worth \$1.2 million.
- Communicated goals and objectives of global initiative to Heads of State, business leaders, donors, academics, and media.

EDUCATION ~

Columbia University School of International and Public Affairs Master of International Affairs Focus: Int. Security Policy/May 04	Harvard University Harvard Divinity School Master of Philosophy/Religion Focus: Religion & Conflict/June 98	Hendrix College University of London (semester) BA: Religion Focus: Int. Security/Politics/June 03
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HONORS AND AWARDS ~

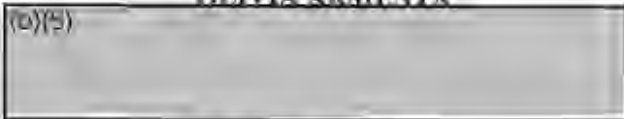
- Term Member, Council on Foreign Relations (CFR)
- Member/Observer, CFR Independent Pakistan-Afghanistan Task Force, 2009
- Senior Fellow, Truman National Security Project
- Member, International Institute of Strategic Studies (IISS)
- Participant, Brussels Forum 2009 (Brussels, Belgium)
- Bucerius Summer Seminar on Global Governance 2004 Participant (Hamburg, Germany, 2004) – One of 60 young leaders chosen worldwide by DIE ZEIT Foundation.
- Columbia University Fellowship Recipient, School of International and Public Affairs, (New York City, 2003 ~ 2004)
- Women's International Leadership Fellow, International House (New York City, 2003 ~ 2004)
- Received Urkunde Certificate, Outstanding achievement in study of German Language, Middlebury College (Middlebury, VT, 1999)
- Graduate Oration Finalist, Harvard University Commencement (Cambridge, MA, 1998)
- Thomas J. Watson Fellowship Recipient (1993 ~ 1994) – One of 60 Americans selected nationwide to pursue postgraduate year abroad. Focus: Religion and prevention of deadly conflict in Russia, Israel/West Bank, India.
- Arkansas Rhodes Scholarship Finalist, Rhodes Scholarship Committee of Southern States (Little Rock, AR, 1993)

REFERENCES ~

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OLIVIA ARMENTA



Education **HARVARD UNIVERSITY, John F. Kennedy School of Government** Cambridge, MA
Master in Public Policy, June 2008
Presidential Fellow (full tuition)
Teaching Fellow in Government Department and Anthropology Department

UNIVERSITY OF ARIZONA Tucson, AZ
Master of Science, May 2006 (b)(6)
Agricultural and Natural Resource Economics

Bachelor of Arts, August 2000 (b)(6)
International Studies
Summer Research Institute, University of Arizona 2000
University of Arizona Outstanding Hispanic Senior Award, 2000

INSTITUTO TECNOLOGICO DE MONTEREY Queretaro, Mexico
Study Abroad Program, Fall 1998

Research
2001-2002 **U. S. FULBRIGHT SCHOLAR- Research Fellow** Piura, Peru
• Conducted field research to examine small farmers systemic vulnerability to extreme climatic events, with a focus on mitigation strategies implemented by small farmers to mitigate vulnerability to El Niño in order to better inform policy.
• Identified critical areas faced with extreme flooding due to El Niño and participated in erosion prevention strategies in these areas. Participated in community meetings for 5 Peruvian villages to create awareness and action for implementing initiatives by rural citizens.

1999-2000 **UNIVERSITY OF ARIZONA BUREAU OF APPLIED RESEARCH IN ANTHROPOLOGY** Tucson, AZ
Research Assistant
• Completed vulnerability assessments in Southern AZ as part of National Oceanic and Atmospheric Administration (NOAA) Grant in order to assess stakeholders' needs and usage of NOAA data for more effective usage.
• Collected primary data including oral histories and stakeholder surveys in the targeted region.

Experience
2008 **CAMPAIGN FOR CHANGE – Field Organizer** Norcross, GA and Orlando, FL
• Organized communities and volunteers for Barack Obama's Presidential Campaign through team trainings and team building. Exceeded precinct vote goals by over 20%.

2007 **AFRICARE - Monitoring and Evaluation Specialist** Kigali, Rwanda
• Conducted statistical analyses for the Orphans and Vulnerable Children AIDS Project.

UNITED STATES SENATE-Senator Russ Feingold Intern Washington, DC
• Worked closely with the Defense Legislative Assistant in conducting defense and budget research, bill design as well as partake in Foreign Relations staff hearings

2003-2004 **U.S. PEACE CORPS -Volunteer** Kolda, Senegal
• Conducted training in improved agricultural techniques in rural villages to for the adoption of 9 improved seed varieties as well as other culturally and technologically appropriate techniques.

2002 **CIPCA (Peruvian NGO) and GTZ (German Governmental Aid Organization)** Piura, Peru
Microcredit Finance Officer
• Conducted microcredit-lending activities with 300+ rural women including communal bank organization and financial assessments to determine communal bank collection feasibility studies and individual loans ranging from US\$100-US\$800.
• Care International Recognition Award in Rapid Rural Appraisal, 2002

Skills
Fluent in Spanish and Italian. Proficient in French and Fulani
Software: SAS 9.0 and SPSS

Bethany M. Bassett

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EMPLOYMENT EXPERIENCE

Office of the Secretary of Defense, Special Assistant for Legislative Affairs

February 2010-Present

- Advise and brief the Assistant Secretary on all legislative matters facing the Department, Services and COCOMS.
- Work with the interagency and White House to formulate the defense and national security policies of the Administration including roll-outs and engagement plans to Congress
- Develop legislative engagement strategy for the Joint Strike Fighter, Don't Ask, Don't Tell, Afghanistan debate and Efficiencies Initiative.
- Coordinate the Department's response to Questions for the Record and Information Requests from committees of jurisdiction; respond to other incoming requests from committees and individual offices
- Manage the Department's Congressional Fellows Program
- Selected to serve on the Secretary's Efficiencies Task Force; managing baseline review for seven OSD components including all of Personnel and Readiness
- Create Read-Aheads, Action Memos, Info Memos and Status Reports for the Secretary of Defense
- Synchronize the Services, Combatant Commands and Congressional staff on congressional delegation and staff travel
- Monitor and coordinate the Secretary and Deputy Secretary's congressional engagements
- Prioritize the Assistant Secretary's daily and monthly calendars

Office of Senator Edward M. Kennedy, Defense and Veterans Affairs Legislative Assistant

May 2007-Present

- Key advisor to the Senator on armed services legislation, Massachusetts defense issues, veterans affairs, military healthcare and a wide array of other defense and veterans related matters
- Wrote Senate Resolution 501 honoring the sacrifice of 4,500 service members in OIF and OEF, resolution passed by the Senate April 3, 2008
- Drafted questions and statements for the Senator to use during SASC Hearings and on the Senate floor
- Wrote amendments to the National Defense Authorization Act, the Defense Appropriations bill and stand alone legislation on defense programs, military family and veterans programs
- Managed the Senator's 200 defense appropriations requests and secured upwards of \$150 million in defense contracts for Massachusetts
- Coordinated the Senator's military families policy at the state and national level
- Served as the Senator's primary liaison with all services and the Department of Veterans Affairs
- Worked with New England Cable News on a documentary chronicling New England families experiences after they lost a loved one in OIF or OEF; planned the premiere of the documentary where all New England families gathered to meet with the Senator prior to the premiere
- Served as Senator's representative to the Boston Red Sox Home Base Program for veterans in Massachusetts; developed the program's mission and acted as liaison to federal agencies

Office of Senator Edward M. Kennedy, Congressional Aide

November 2003-May 2007

- Facilitated the Senator's long-term relationships with Massachusetts military families by acting as a conduit to them during deployment and after loved ones were killed in OIF or OEF
- Set up condolence calls with families who lost loved ones, ensured that all death and veterans benefits were properly administered

- Served as chief liaison between the Senator's constituents and the Department of Defense, Department of Labor, Office of Worker's Compensation, Transportation Security Administration, Federal Emergency Management Agency, and various other federal agencies
- Organized annual meetings between the Senator and Massachusetts service members recently returned from Iraq and Afghanistan
- Worked with Massachusetts' union reps, specifically the AFGE and NTEU, to ensure that their federal employees receive proper benefits
- Worked with the Department of Defense and State Department to arrange for travel of injured Iraqi children into Boston for medical treatment
- Managed the selection process for Senator Kennedy's Boston interns, supervised and placed up to 50 interns
- Kept the Senator informed of trends in military, labor and security casework through submitting memoranda and conducting in-state briefings.

Hanscom Air Force Base, Public Affairs Officer

June 2002-September 2002

- Wrote articles and conducted research for the base newspaper, *The Hansconian*
- Represented Hanscom at public events throughout Massachusetts

LEADERSHIP AND VOLUNTEER EXPERIENCE

Simmons College, Class of 2003 President

October 1999-Present

- Served as Class President for four years, coordinated all social, academic and community service activities; elected as alumna President where I'm liaison to the school administration and Board of Trustees
- Speak at college-wide symposiums and alumnae events
- Coordinate reunion planning with Alumnae Association and Development Office

White House, Fourth of July Celebration

July 4th 2009

- Coordinated the arrival of military families at the West Lawn, worked with the USO in managing logistics of the event
- Administered the set up and breakdown of the event

Kerry/Edwards 2004

January 2004-November 2004

- Managed and supervised 40 volunteers during the Democratic National Convention in Boston
- Planned events for politicians and celebrities campaigning on behalf of the Kerry/Edwards Campaign
- Coordinated travel and event attendance for Kennedy family members for the convention and other campaign events

EDUCATION

Simmons College, Boston, MA; Oxford University, Oxford, England; American University, Washington, DC

- Bachelor of Arts (cum laude) in Political Science; May 18, 2003
- GPA (3.7) Honors: Honors Program Scholar, Dean's List (1999-2003)
- Honors semesters at Oxford (2002) and American (2001)

Roberto E. Benítez

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STRATEGY CONSULTANT, ENTREPRENEUR & FACILITATOR

Business IT & Logistics Strategy - Project Management - Product & Brand Management

Highly accomplished operations and technology professional combines MBA and pending PMP designation with proven project management experience. Analytical, results-oriented leader with track record leveraging IT security and quality management principles to strengthen and streamline operations to maximize productivity. Excellent communicator; fluent in English and (b)(6). Innovative problem solver and critical change agent, adept at fostering winning team environments. Proficient in various operating system environments and with applications such as MS Project and Office, iWork, Lotus Notes, Oracle, and SAP.

*Strategic Planning • Technology Operations • Life-cycle Project Management • Business Planning
Research & Business Analysis • Change Management • Executive Presentations • Team Leadership
Customer Relations • Management Accountability • Performance Optimization • Resource Allocation*

PROFESSIONAL EXPERIENCE

SALTUS LLC, New York, New York

Feb 2008 - Present

Construction Monitoring Service Organization

IT Strategy & Business Development Consultant

Developed Saltus LLC core business plan as well as its sales and marketing strategy. Orchestrated all efforts for IT development, e-business, client resource management and standard of operations. Collaborated with clients to formulate efficient monitoring solutions for unique project requirements.

- Established Saltus LLC, from an idea into a profit generating organization with sales of over \$200,000
- Incorporated tactical mobile technology with construction monitoring equipment to provide a modern, cost-efficient monitoring service. The effective implementation achieved 34% operating margins.

NATIONAL SECURITY AGENCY (NSA), Ft. Meade, Maryland

Nov 2003 - Jan 2008

Cryptologic intelligence arm of the U.S. Department of Defense

Information System Security Engineer - Information Assurance Directorate

Evaluated information systems for various entities within the Department of Defense to formulate robust security solutions that align with proven information assurance standards. Led internal and external resource teams through all phases of security solution design and implementation. Advised leadership on system design and security policies. Examined certification and accreditation documents to validate strength of existing security infrastructure and assisted product teams with new system technology development.

- Self-starter, orchestrate high-profile project to create NSA's first interactive centralized data repository to streamline archiving and retrieval of formal documentation on all information systems security programs, which eliminated 7 hours of research-related time per week per engineer.
- Recognized as co-author of cutting-edge end-cryptographic unit to facilitate advanced, secure telecommunications for the F/A-22 Raptor. Led F/A-22 cryptographic operations investigation team that provided comprehensive view of information security procedures. Remedied major system and process flaws that resulted over 5 aircraft groundings per month saving over \$400K on equipment and over 30 man-hours per month.

UNITED STATES AIR FORCE, Misawa Joint Air Base, Japan
Air, Space and Information warfare branch of the United States armed forces.

Oct 2001- Oct 2003

I. Information Operations Director & Information Systems Manager - 35th Fighter Wing (2002-2003)
Directed more than 100 civilian and military personnel across 10 locations to support field operations systems and equipment, including IT platforms, enterprise networks, satellite and radio communication devices, and telephony systems, in 24x7 environment. Oversaw preventive maintenance teams as well as strategic troubleshooting and repair that ensured effective Air Force mission management.

Devised and executed operational strategies to drive successful information operations thru the pacific region. Collaborated with executives to identify major initiatives and to align strategies with organizational objectives. Performed comprehensive risk and vulnerability assessments to strengthen information systems security as well as related standard operating procedures.

- Crafted all-encompassing charter for information operations as well as information security procedures that were adopted as the Pacific Air Forces benchmark.
- Earned numerous individual and team awards as well as accolades for operational successes and service excellence, including the Air Force Achievement Medal, the Defense Information System Agency Satellite Communication Facility of the Year Award and Gen. Leo Marquez Award.

II. Intelligence Unit Leader - 301st Intelligence Squadron (2001-2002)

Oversaw 6-person management team to administer intelligence gathering and analysis operations with more than 350 personnel. Advocated operations and HR strategies to senior field executives and coordinated capability assessments and resource assignments based on team member strengths and weaknesses.

- Transformed personnel management activities into streamlined processes providing a real-time view of resource requirements, priority assignments, and other critical information for more than 600 users.
- Migrated a "brick-and-mortar" personnel management activity to an interactive web-database in six months. New service saved more than 300 man-hours per month and \$4K of related monthly operational expenses.

EDUCATION

Master of Business Administration focused on Strategic Management, IT & Logistics (May 2007)

University of Maryland Robert H. Smith School of Business, College Park, Maryland

Bachelor of Science in Aeronautical Science (August 2001)

Inter-American University, San Juan, Puerto Rico

NOTABLE REPORTS & PRESENTATIONS

Viability Study of a Mega-Transshipment Port in the Caribbean
FDI Attractiveness Comparison for the Tourism Industry Between Tunisia & Dubai (on-site study)
Business Growth & Marketing Strategy for ASIS Technologies

MEMBERSHIPS & CREDENTIALS

Project Management Institute Professional Member & PMP Candidate
Project Management Institute (PMI), Newtown Square, Pennsylvania

Lean Six Sigma Training Certification
Project Management Program Training
Villanova University, Villanova, Pennsylvania

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Jody Bennett

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EXPERIENCE

Advisor to Senator Tom Daschle – DLA Piper

November 2009 – Present

Advisor to Senator Tom Daschle – Alston & Bird

July 2007 – November 2009

- ♦ Administered Senator Daschle's professional, political, and personal obligations.
- ♦ Advised Senator Daschle on public policy issues including renewable energy and climate change, healthcare reform, and foreign policy and humanitarian issues. This included managing Senator Daschle's client obligations and meeting preparations, as well as national speaking events
- ♦ Coordinated Senator Daschle's political commitments, including his role as National Co-Chair of the Obama for America Presidential Campaign and assisted in administering his political action committee.
- ♦ Directed Senator Daschle's public affairs such as his participation at the Democratic National Convention and other media coverage
- ♦ Served as liaison for Senator Daschle to a variety of his corporate board memberships and non profit organization affiliations.

Military Legislative Assistant, Senator Tim Johnson (D-SD)

March 2005 – July 2007

- ♦ Advised Senator Johnson on defense, foreign relations, veterans and homeland security issues
- ♦ Oversaw activities related to the Base Realignment and Closure Commission resulting in the South Dakota Congressional Delegation's successful effort to remove Ellsworth Air Force Base from the base closure list.
- ♦ Coordinated with the South Dakota delegation to bring a new mission to Ellsworth Air Force Base – the Air Force Financial Services Center
- ♦ Directed all appropriations requests related to defense, military construction, and foreign operations for Senator Johnson, who is a member of the Appropriations Committee
- ♦ Drafted legislation, speeches memorandum, and committee briefs.

Legislative Aide Senator Tom Daschle, Democratic Leader (D-SD)

Dec 2003 – Jan 2005

- ♦ Researched defense, foreign policy, veterans, and homeland security issues for Senator Daschle and senior legislative staff
- ♦ Drafted memorandum, floor statements, and constituent letters
- ♦ Represented Senator Daschle at meetings with constituents, interest groups and officials

Assistant Office Manager Senator Tom Daschle, Democratic Leader (D-SD)

Feb 2003 – Dec 2003

- ♦ Hired and supervised staff assistants, interns, and Senate pages.
- ♦ Coordinated general office needs for the Senator and staff

Research Assistant, Senior Editor Lally Weymouth, Newsweek Magazine

Sept 2000 – Dec 2002

- ♦ Researched and prepared background briefing materials for interviews
- ♦ Arranged meetings with government and non government officials in the U S and abroad
- ♦ Coordinated TV and radio appearances to promote interviews

EDUCATION

University of Nebraska-Lincoln, Lincoln NE

August 2000

- ♦ Master of Arts in International Relations and Comparative Politics

University of South Dakota, Vermillion SD

May 1997

- ♦ Bachelor of Science in Political Science and a minor in History

ANIKA LOCKE BINNENDIJK

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EDUCATION

The Fletcher School of Law and Diplomacy, Tufts University

- Doctoral candidate, International Security Studies, PhD expected 2009
Dissertation examines security force behavior during popular uprisings in Serbia and Ukraine
2007-2008 Peace Scholar Dissertation Fellow, United States Institute of Peace
- Masters in Law and Diplomacy (MALD) received May 2006
Recipient of the 2006 Edmund A. Gullion Prize for outstanding academic achievement

Woodrow Wilson School, Princeton University

- A.B. *cum laude* received May 2003
Study abroad: Hertford College, Oxford University
Certificate in Contemporary European Politics and Society

PROFESSIONAL EXPERIENCE

Assistant to Sec. Richard Danzig, Senior Foreign Policy Advisor to the Obama campaign (Feb-Nov 2008)

- Provided research support on relevant national security issues.
- Additional details available upon request.

Program Manager, FORTUNE Global Forum (Feb-Nov 2007)

- Developed content and coordinated executive speakers for 2007 Fortune Global Forum in New Delhi, India.

Research Associate, Institute for Foreign Policy Analysis (IFPA) (Jul 2003; May 2004; Sept 2006-Jan 2007)

- Drafted chapter on international coordination of humanitarian responses to 2005 Pakistan earthquake.
- Assisted with Department of Defense project on transatlantic relations.
- Contributed to publication on defense reforms and military modernization in Southeastern Europe.

Research Assistant, NATO Parliamentary Assembly (Sept-Nov 2003; Jun 2004)

- Contributed to NATO PA reports and speeches on transatlantic security issues.
- Assisted with coordination for Serbian parliamentary staff training program.
- Drafted reports on Assembly's plenary session.

Intern, National Democratic Institute for International Affairs (NDI) (Jan-May 2004)

- Assisted with research on political development in Central and Eastern Europe.
- Drafted and edited reports and grant proposals.

Intern, Senate Foreign Relations Committee (Jul-Aug 2002)

- Aided staff members with preparation for hearings on Iraq.
- Provided analysis of Administration testimony on the US-Russian Strategic Offensive Reductions Treaty.

Assistant to Ambassador Robert Oakley, Institute for National Strategic Studies (Jun-Aug 2000)

- Researched US peacekeeping operations and interagency coordination.

FELLOWSHIPS/GRANTS

Peace Scholar Dissertation Fellowship, United States Institute of Peace. Funding for research and writing of doctoral dissertation (2007-2008)

Fellowship, H. B. Earhart Foundation. Stipend for tuition at the Fletcher School. (2006-2007)

Summer Fellowship, Program on Negotiation at Harvard Law School. Funding for dissertation research in

Serbia and presentation of research to PON principals. (2006)

Trustee Scholarship, Tufts University. Full tuition at The Fletcher School. (2004-2006)

Senior Fellow, Humanity in Action. Fully funded six-week program in the Netherlands, Germany, and Denmark on minority rights in Europe. Current member of senior fellows' network. (2002-Present)

Chair of Undergraduate Fellows, Center of International Studies, Princeton University. Assisted in conference planning and international career fair, primary organizer of meetings and student/ faculty dinner discussions. (2003)

Maryland winner, Second place national winner, US Institute of Peace National Essay Contest. Wrote an essay on preventive diplomacy in Macedonia and Somalia. Attended program for state winners in Washington, DC. Received \$5000 in scholarship funds. (1999)

CONFERENCES/EVENTS

Women in International Security, Summer Symposium. presented paper on research in Serbia; received the symposium's "Best Paper" award. (Jun 2008)

Booz Allen Hamilton, Unconventional Warfare Symposium, co-presented research on strategies of popular movements. (Jul 2008)

"Undermining Milosevic's Control Over Serbian Police Forces" Research presentation, Program on Negotiation at Harvard Law School (Oct 2006)

2006 Global Leadership Seminar, Talloires, France. Selected to participate in student program convening representatives from four academic institutions in the United States, Europe, and Asia to discuss contemporary security and economic challenges. (Sept 2006)

"Peaceful Transition: Lessons learned from Georgia and Ukraine." Presented research at United States Institute of Peace public forum. (Oct 2005)

"Preemptive Use of Force: A Reassessment." Student assistant for Fletcher conference. Wrote two reports detailing debates and findings for The Fletcher School website. (Oct 2004)

"Moral Moments: Making the Decision to Combat Injustice." Initiated and organized a day-long symposium convening speakers from the Woodrow Wilson School, Humanity in Action, and the International Center on Nonviolent Conflict on Danish protection of Jewish populations during Nazi occupation. (Oct 2003)

2003 Princeton Colloquium on Public and International Affairs. Assisted in drafting final report: "A World of 'Good and Evil?' The Return to Morality in Public and International Affairs." (May 2003)

"The Global Arena for Nonviolent Struggle" Helped coordinate and served as rapporteur for four-day conference with the International Center on Nonviolent Conflict,, US Institute of Peace and Freedom House. Drafted Freedom House conference report. (Jan 2002)

ADDITIONAL EXPERIENCE

Volunteer. Obama for America. Coordinated teams of Fletcher School volunteers in New Hampshire. Managed phone bank in New York's Congressional District 8. Initiated CD8 "building captains" program. Coordinated visibility events. Poll-watched in Brooklyn. (Dec 2007 – Feb 2008)

Teaching Assistant, Department of Political Science, Tufts University. Introduction to International Relations, Professor Richard Eichenberg. Prepared and led weekly discussion section on introductory international relations theory. Conducted reviews prior to examinations and consulted with students in the development of term papers. Graded papers and exams. (Sept-Dec 2005)

Assistant to Professor Alan Henrikson, The Fletcher School. Collected relevant materials for History 200, The Foreign Relations of the United States to 1917 (Sept-Dec 2004)

Writing tutor, The Fletcher School. Assisted international students through the writing process. (2004-2005)

Web reporter, The Fletcher School website. Reported on Fletcher events. (2004-2005)

Tutor Advanced Placement US Government. Conducted weekly small-group session for Maryland high school students in AP US Government (Jan-May 2004)

Research Assistant to Dr Andrew Maravcsik on US-European relations. (Jun 2003)

Intern, Washingtonian magazine. Wrote articles, edited, researched, fact-checked. (Jun-Jul 2001)

Senior Writer, Daily Princetonian. reported on campus news, wrote, and edited. (Jan 2000- Dec 2002)

Contributor, American Foreign Policy, and Princeton Political Quarterly (2002-2003)

ARTICLES/PUBLICATIONS

The Mariyinsky Palace Negotiations: Maintaining Peace Throughout Ukraine's Orange Revolution. Case Study, Program on Negotiation at Harvard Law School. Released January 2007 [Jason Campbell, with Anika Binnendijk and Andrew Wilson]

Binnendijk, Anika and Marovic, Ivan. "Power and Persuasion: Nonviolent Strategies to Influence State Security Forces in Serbia (2000) and Ukraine (2004)" Communist and Post-Communist Studies September 2006

"Extending the Pre-emption Debate: A Reassessment of Current Theory and Practice" and "Extending the Pre-emption Debate: Analysis of Major Themes." The Fletcher School website, October 2004

Defense Reform, Modernization, & Military Cooperation in Southeastern Europe Edited By Charles M Perry and Dimitris Keridis. (Herndon, VA. Brassey's 2004.) [Contributor]

Binnendijk, Anika, and Binnendijk, Hans. "Mending NATO: How to Save the Alliance" International Herald Tribune May 13, 2003.

Binnendijk, Anika and Dickson, Shoua. "Leading the Charge: Muslim Women as a Force for Social Change in the Netherlands." Humanity in Action Fellow Reports, August 2002

MEMBERSHIPS AND AFFILIATIONS

Women in International Security (2008)

Visiting Scholar, Harriman Institute, Columbia University (2007-2008)

Senior Associate, Democratization Policy Council (2008)

New Leaders Program, Carnegie Council for Ethics and International Affairs (2007-2008)

International Institute for Strategic Studies, student member; (2001-2006)

LANGUAGE

(b)(6)

Professional Experience

Fellow (September 2007-present)

International Security Program, Center for Strategic and International Studies (CSIS)

Washington, DC

- Conduct original research and analysis of U.S. defense policy, national security reform, and topics of international security and defense relations (focus on Turkey, Iraq, and Afghanistan).
- Manage a year-long effort by CSIS senior scholars to produce a comprehensive assessment of Turkey's changing internal politics and relations with neighboring regions, informing the development of a new strategic framework for the future conduct of U.S.-Turkish relations.
- Assist the program director with strategic planning, young professional development, outreach to potential product consumers and funders, and the conduct of high-level meetings and lecture series with top U.S. and foreign government civilian and military officials.
- Frequent public commentator on above mentioned issues, including appearances on/in CNN, Fox News Channel, Al-Jazeera, Associated Press, Reuters, USA Today, Politico, and others.

Staff Member (June 2007-September 2007)

Independent Commission on the Security Forces of Iraq (Chaired by Gen. James L. Jones)

Washington, DC and Rosslyn, VA

- Traveled to Iraq as principal staff assistant to commissioners assessing the Iraqi Ministry of Defense, Army, and Special Forces.
- One of five principal drafters of the final report to Congress; headed declassification approval process with the Department of Defense.

Strategist and Policy Planner (June 2006-June 2007; Intergovernmental Personnel Act [IPA])

U.S. Department of Defense, Office of the Secretary of Defense, Policy Planning

Washington, DC

- Developed and coordinated U.S. defense policy with a focus on long-range strategic planning and assessment of the future security environment.
- Prepared policy analyses and provided support for the Under Secretary of Defense for Policy and the Secretary of Defense.
- Supported the armed services in strategy development and interagency coordination through the National Security Council.
- Awarded the Office of the Secretary of Defense Medal for Exceptional Public Service.

Assistant Director (February 2005-June 2006); *Research Associate* (May 2004-February 2005)

Global Strategy Institute, Center for Strategic and International Studies (CSIS)

Washington, DC

- Conducted unclassified research support for the U.S. Ambassador to Afghanistan on best practices in long-range governance and stabilization approaches, including civil-military integration in counterinsurgency, counter-narcotics, and micro-loan economic development.
- Analyzed international, long-range (2015-2025) strategic trends in defense, demography, natural resources, economics, technology, education and governance.
- Briefed long-range trends analysis to high-level audiences (examples include Army War College students, GE corporate officers).
- Responsible for assisting the director in the development and execution of the research agenda and management of a staff of three employees and three interns.

Education

MA, International Affairs (May 2004)

Elliott School of International Affairs, The George Washington University

Washington, DC

- (b)(3)
- Focus on international political development.
- Exchange student at Bogazici University in Istanbul, Turkey, Fall 2003

BA, Political Science (May 2002)

Trinity University

San Antonio, TX

- (b)(6) cum laude

Major Publications

Kathleen H. Hicks, David Berteau, Samuel J. Brannen, Eleanor Douglas, Nathan Freter, Clark A. Murdock, Christine E. Wormuth, "Transitioning Defense Organizational Initiatives: An Assessment of Key 2001-2008 Defense Reforms" (Washington: CSIS, December 2008).

Stephen J. Flanagan and Samuel J. Brannen, "Turkey's Shifting Dynamics: Implications for U.S.-Turkey Relations" (Washington: CSIS, June 2008).

Clark A. Murdock and Samuel J. Brannen, "Facilitating a Dialogue among Senior-Level DoD Officials on National Security Priorities: A Methodological Note" (Washington, CSIS, June 2008).

"The Report of the Independent Commission on the Security Forces of Iraq." (Washington: CSIS, September 6, 2007)

Recent Short Publications

"How to Make a Great Power a Smart Power," review of *Smart Power: Toward a Prudent Foreign Policy for America*, Ted Galen Carpenter, *Georgetown Journal of International Affairs*, Winter/Spring 2009, 169-174.

"The Misrule of Massoud Barzani," *World Politics Review*, October 1, 2008.

"Critical Questions: The Attack on the U.S. Consulate in Istanbul" CSIS, July 9, 2008.

"Stalemated in Afghanistan," *Diplomatic Courier*, Summer 2008 (Vol. 2, Issue 3): 14-16.

"Leaving the Green Zone" *Small Wars Journal*, May 9, 2008.

"In Basra, Another Victory for Moqtada al-Sadr," *World Politics Review*, April 1, 2008.

"Critical Questions: The Latest Violence in Iraq," CSIS, March 27, 2008.

"The United States Growing Political Entanglement in Iraq," *World Politics Review*, February 28, 2008.

"A Flicker of Hope for NATO's Mission in Afghanistan?" *World Politics Review*, February 9, 2008.

"More Allied, Not U.S. Forces Key to Success in Afghanistan," *World Politics Review*, January 14, 2008.

"Critical Questions: Turkish Airstrikes in Northern Iraq," CSIS, December 19, 2007.

"Defense Secretary Gates' Radical Soft Power Proposal," *World Politics Review*, November 30, 2007.

Foreign Language

(b)(6)

Rosa Brooks

(b)(6)

EMPLOYMENT:

Senior Advisor to the Under Secretary of Defense for Policy (USD(P)), April 2009 to the present. Established new Global Strategic Engagement Team within USD(P) front office to serve as OSD focal point for strategic communication, and created Global Engagement Strategy Coordinating Committee, a new DoD-wide coordinating body for these issues. Authored USDP and SecDef reports to Congress strategic communication and information operations and planned Hill engagement strategy; conducted major reviews of information operations and psychological operations for USD(P). Represented Policy at 2-3 Star-level meetings and interagency policy committees on strategic communication, global engagement, information operations, human rights, development and democracy issues. Spearheaded creation of new OSD office for Rule of Law and International Humanitarian Policy.

Professor of Law, Georgetown University Law Center. July 2007 to the present; currently on public service leave without pay. Courses on international law, failed states, terrorism and the law of armed conflict, law & behavior.

Director, Georgetown Law Center Human Rights Institute, July 2008 to April 2009. Planned, developed, coordinated & supervised most human rights-related programs and clinics at the Law Center.

Opinion Columnist, The Los Angeles Times, June 2005 to the present. Wrote weekly op-ed columns on foreign policy and U.S. politics. Selected by editorial page editors in 2007 as L.A. Times' nominee for Pulitzer Prize in commentary.

Special Counsel to the President, Open Society Institute, New York, Aug. 2006 to July 2007. (Consultant, President's Office, OSI, 1996-1997 and 2000 to 2001). Advised OSI president and chairman on development of national security-related initiatives on civil-military relations, privatization, security and human rights, Geneva Convention issues, and the impact of the stability operations paradigm. Identified funding opportunities and developed and monitored programs on post-conflict issues, transitional justice, human rights, rule of law and democracy issues in Sierra Leone, Indonesia, and Ghana, Iraq, Russia, Israel & Palestine for OSI President Aryeh Neier.

Associate Professor of Law, University of Virginia School of Law, Aug. 2001 to May 2006. Courses: constitutional & criminal law; international human rights & humanitarian law. Founded UVa Law Human Rights Clinic. Admissions Committee; Curriculum Committee; Woodson Fellow.

Fellow, Carr Center for Human Rights Policy, Kennedy School of Government, Harvard University, 2000 to 2001. Research for book on post-conflict rule of law issues.

Senior Advisor, U.S. Department of State, Bureau of Democracy, Human Rights and Labor. 1999-2000. Legal and policy advisor to Assistant Secretary of State Harold Hongju Koh. Led efforts to create Special Court for Sierra Leone; led Kosovo Judicial Assessment Project. Member of US International Criminal Court and UN Committee on Human Rights delegations.

Consultant, Human Rights Watch. 1995-2001. Researched, authored and publicized numerous HRW reports on issues ranging from atrocities committed by Uganda's Lord's Resistance Army rebels to conditions for minors in Jamaican police lockups.

Acting Director, Schell Center for International Human Rights and Visiting Lecturer, Yale Law School, 1998-1999. Assoc. Director, 1997-1998. Courses on human rights advocacy and law and violence. Faculty director of the Allard K. Lowenstein Human Rights Clinic. Supervised student human rights law clinical projects, including field research in Jamaica and Kenya. With outside co-counsel, managed complex litigation projects, including an Alien Tort Statute case against Serb leader Radovan Karadzic for genocide and torture that ultimately led to the award of a \$4.5 billion judgment against Karadzic (*Doe v. Karadzic*, No. 93 Civ. 878, Judgment (S.D.N.Y. Oct. 5, 2000)).

OTHER PROFESSIONAL ACTIVITIES:

- **National Security Network: Vice-Chair of the Board & Treasurer of the National Security Initiative, NSN's 501-C3 branch. 2007-2009.** Founding member of NSN and its predecessor organizations, the Valley Forge Initiative and the Foreign Policy Leadership Committee.
- **White Oak Foreign Policy Leaders Project: Steering Committee.** Organized series of conferences funded by the Gilman Foundation for "next generation" foreign policy leaders; co-chaired working group on Iraq at the Oct. 07 conference, working group on Russia at March 08 conference, and working group on counterterrorism/intelligence at the Sept. 08 conference. Conferences produced recommended strategic initiatives for new administration.
- **World Economic Forum's Global Agenda Council on Fragile States, 2008- 2009.** One of roughly twenty people selected by the World Economic Forum as global thought leaders on fragile states; co-drafted Council report in 2008 and 2009.
- **The Delhi Dialogues Towards Peace, Stability & Equitable Relations in South Asia:** Member of US Delegation in Dec. '08 dialogues sponsored by the Gilman Foundation in India.

Obama Biden Campaign Member of advisory groups on International Law & Human Rights and Democracy & Development Spring 07 Nov 08

Open Society Institute Advisory Council on National Security & Rights 2007 2008 Advised OSI on \$20 million fund for initiatives relating to human rights and national security including development of progressive national security strategies

- **Connect U S Fund, Steering Committee of Foreign Policy Priorities for the Next President Project Summer 08 to the 2009**

Kerry Edwards Campaign Director, Human Rights, Democracy & Development Policy Team 2004 Led 60 member team of experts Coordinated production of briefing memos policy papers speech building blocks etc prepared for Rand Beers Sen Kerry s foreign policy advisor

Council on Foreign Relations Term Member, 2001 to 2006 Expert Advisor Council Special Report on Power Sharing in Iraq Spring 2005

Amnesty International USA. Board of Directors, 2002 – 2003 Board Executive Committee

- **American Society of International Law Executive Council, 2004- 2007**
Nominating Committee for Executive Council, 2007 2008 Program Committee 2006

Human Rights Watch Children s Rights Division Advisory Committee Member

Next Generation Democrats 2001 present

Phillips Brooks House Association, Harvard University Centennial Leadership Committee 2000 present (PBHA is Harvard s undergraduate public service organization) 2008 PBHA Outstanding Alumnus Award

SELECTED SCHOLARLY PUBLICATIONS. (complete list of publications and works in progress available online at www.rosabrooks.com)

THE LAW OF ARMED CONFLICT IN THE AGE OF GLOBAL TERROR (book in progress)

CAN MIGHT MAKE RIGHTS? BUILDING THE RULE OF LAW AFTER MILITARY INTERVENTIONS (Book with J Stromseth & D Wippman Cambridge University Press 2006)

Failed States, or the State as Failure? 72 UNIVERSITY OF CHICAGO LAW REVIEW 1159 (2005)

We the People's Executive, YALE LAW JOURNAL (Pocket Part) March 2006

The Politics of the Geneva Conventions 46 VIRGINIA JOURNAL OF INTERNATIONAL LAW 197 (2005)

Protecting Rights in the Age of Terrorism, 36 GEORGETOWN JOURNAL OF INTERNATIONAL LAW 669 (2005)

Ticking Bombs and Catastrophes Review of SANFORD LEVINSON ED TORTURE A COLLECTION 8 GREEN BAG 2D 311 (SPRING 2005)

War Everywhere Rights, National Security Law, and the Law of Armed Conflict in the Age of Terror, 153 UNIVERSITY OF PENNSYLVANIA LAW REVIEW 675 (2004)

A Just World Under Law, 98 AMERICAN SOCIETY OF INTERNATIONAL LAW PROCEEDINGS 126 (2004)

The New Imperialism Violence, Norms & the Rule of Law, 101 MICHIGAN LAW REVIEW 2275 (2003)

Law in the Heart of Darkness Atrocity & Duress, 43 VIRGINIA JOURNAL OF INTERNATIONAL LAW 861 (2003)

Feminism and International Law, 14 YALE JOURNAL OF LAW & FEMINISM 345 (2002)

Privacy and Power, 89 GEORGETOWN LAW JOURNAL 2047 (2001)

Dignity and Discrimination, 88 GEORGETOWN LAW JOURNAL 1 (1999)

U S Troops and U N Commanders YALE SURVEY OF CURRENT LEGAL ISSUES 11 (1995)

A GARDEN OF PAPER FLOWERS (Book Picador 1994)

IN THE MEDIA.

- **Op-Ed Columnist, Los Angeles Times**, since June 2005 Weekly opinion columns on U S politics and foreign policy Columns and other writings archived at www.rosabrooks.com
- **Frequent TV and radio interviews** including NPR and Fox s O Reilly Factor frequent guest and panelist on various MSNBC shows (The Rachel Maddow Show Race for the White House with David Gregory Countdown with Keith Olberman Tucker etc) Numerous appearances on Bloggingheads TV/New York Times Video (www.bloggingheads.tv also available through the New York Times at [http //video on nytimes com/](http://video.on.nytimes.com/))

- **Contributor, Slate Magazine** (www.slate.com). Blogger for Slate's "The XX Factor."
- **Essays and op-eds published in dozens of national and international newspapers and online sources.**

EDUCATION:

- **Yale Law School, J.D., 1996.**
 - Schell Human Rights Fellow
 - Holtzmann Fellow in International Conflict Resolution
- **Oxford University, M.St. in Social Anthropology, 1993.** (Concentration on Middle East; final examination essay received highest mark in the department)
 - M. Phil. Qualifying Exam in European Politics passed, 2002
 - Marshall Scholar
- **Harvard College, A.B. in History & Literature, 1991.**
 - Harvard National Scholar
 - *Phi Beta Kappa*
 - Oliver-Dabney Prize in History and Literature
 - Rockefeller Fellowship
 - President, Phillips Brooks House Association

Shawn Brimley

Office:

Center for a New American Security
1301 Pennsylvania Ave., NW suite 403
Washington, DC 20004
O: 202.457.9412
sbrimley@cnas.org

(b)(6)

RECENT EXPERIENCE

Center for a New American Security

Fellow

2008 to 2009

Bacevich Fellow

2007 to 2008

- Inaugural recipient of the 1Lt. Andrew J. Bacevich, Jr., USA Memorial Fellowship
- Responsible for research and writing on a wide variety of national security topics, including: Iraq and Afghanistan, counterterrorism, grand strategy, defense policy, and national security strategy.
- Major reports include: *Shaping the Iraq Inheritance*; *Phased Transition: A Responsible Way Forward and Out of Iraq*; *Making America Grand Again*; and *Finding Our Way: Debating U.S. Grand Strategy*.

"Obama For America" – Senator Barack Obama Presidential Campaign

2008

Member, Iraq Policy Team (Coordinator, Military Options / Force Structure Sub-Team)

Member, Defense Policy Team: Military Campaign Support Sub-Team

- Unpaid volunteer, responsible for providing a range of inputs on Iraq policy (focusing on military options and framing force posture decisions and tradeoffs), and broader defense policy issues.
- Tasks include authoring white papers, memos, debate preparation, and media analysis.

Center for Strategic and International Studies

Research Associate

2005 to 2007

- Supported Senior Advisor Michèle Flournoy on her entire research and writing agenda.
- Worked on several projects, including: *Beyond Goldwater-Nichols—Defense Reform for a New Strategic Era*; *Stability Operations—A Capabilities-Based Approach*; *Project on Special Operations Forces*; *Five Years After 9/11—An Assessment of America's War on Terror*; *Black Dawn—Preventing Nuclear Terrorism*; and *European Defense Integration: Bridging the Gap Between Strategy and Capabilities*

EDUCATION

George Washington University, Elliott School of International Affairs, Washington, DC 2007
Master of Arts in Security Policy (Defense Policy & Transnational Security) GPA 3.98/4.0

American Military University, Manassas, WV 2005
Master of Arts in National Security Studies GPA 4.0/4.0

Queen's University, Kingston, Ontario 2001
Bachelor of Arts (History)

SELECTED PUBLICATIONS

- "The Contested Commons and the Future of American Hard Power," *Survival* (Summer 2009): *forthcoming*.
- "Crafting Defense Strategy in an Age of Transition," *Parameters* (Winter 2008-2009): *forthcoming*.
- "The Defense Inheritance: Challenges and Choices for the Next Pentagon Team," with Michèle Flournoy, *The Washington Quarterly* (Fall 2008): 59-76.
- "Mediating Between Crusaders and Conservatives," *Small Wars Journal* (October 2008).
- "Advice to the Next U.S. President," with Michèle Flournoy, *Defense News* (15 September 2008): 61.
- "How to Exit Iraq," with Colin Kahl and John Nagl, *The New York Times* (5 September 2008): A27.
- "Baghdad's misguided crackdown on the Sons of Iraq," with Colin Kahl, *The Los Angeles Times* (26 August 2008): 21.
- "Cancelling Iraq's Blank Check," with Colin Kahl and John Nagl, *Foreign Policy* (August 2008).
- *Shaping the Iraq Inheritance*, with Michèle Flournoy and Colin Kahl (Washington DC: Center for a New American Security, 2008).
- *Finding Our Way: Debating American Grand Strategy* with Michèle Flournoy (eds) (Washington DC: Center for a New American Security, 2008).
- "Stumbling into the Future: The Indirect Approach and American Strategy," with Vikram Singh, *Orbis* (Spring 2008): 312-331.
- "Salvaging American Defense: The Challenge of Strategic Overstretch (book review)," *Joint Force Quarterly* (Spring 2008): 147.

- "Averting the System Reboot: Innovations and Critical Lessons from Iraq Must Be Preserved," with Vikram Singh, *Armed Forces Journal* (December 2007): 34-37, 47.
- "No Genocide, No Al Qaeda, No Division of Iraq," with Michèle Flournoy, *Democracy* (Fall 2007): 27-31.
- "The Sorcerer's Apprentice," with Colin Kahl, *Foreign Policy* (4 September 2007): web-exclusive.
- "The Endgame in Iraq," with Kurt Campbell, *Foreign Policy* (July/August 2007): 74-77.
- Phased Transition: A Responsible Way Forward and Out of Iraq, with James Miller (Washington DC: Center for a New American Security, 2007).
- "Tentacles of Jihad: Targeting Transnational Support Networks," *Parameters* (Summer 2006): 30-46.
- "In Search of Harmony: Orchestrating the Interagency for a Long War," with Michèle Flournoy, *Armed Forces Journal* (July 2006): 36-39
- "Strategic Planning for National Security: A New Project Solarium," with Michèle Flournoy, *Joint Force Quarterly* (Issue 41, April 2006): 80-86. *This article received an award from the National Defense University as the "Best Interagency Dialogue Article" of 2006.*
- "Strategic Planning for U.S. National Security: A Project Solarium for the 21st Century," with Michèle Flournoy, *Princeton Project on National Security* (Princeton University: August 2005).

OTHER EXPERIENCES

- Traveled to Iraq in 2008 to perform field research and interviews;
- Served in the Canadian Armed Forces as an Infantry Officer;
- Spent several years living and teaching English abroad (primarily in Japan and Costa Rica);
- Extensive travel in Asia, India, and Central America; and,
- Volunteered for Habitat For Humanity projects in the Philippines and India

REFERENCES (contact information available upon request)

Michèle Flournoy, President, CNAS
 Derek Chollet, Senior Fellow, CNAS
 Dr. Colin Kahl, Georgetown University
 Robert Work, Senior Vice-President, CSBA

Dr. Kurt Campbell, CEO, CNAS
 Dr. James Miller, Senior Vice-President, CNAS
 Kathleen Hicks, Senior Fellow, CSIS
 Dr. John Nagl, Senior Fellow, CNAS

Faye L. Brown

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Experience

RAYTHEON COMPANY Executive Assistant 1/08 to Present

Support Senior Vice President of Government Operations and Strategy on all levels of administrative assistance

- Arranges daily schedule and travel itineraries Prepares all domestic and international travel
- Arranges meetings and coordinate calendars scheduling of conference rooms and video teleconferences
Act as liaison with corporate staff and Government Operations/Strategy team in coordination of deliverables due executive management staff
- Responds to emails and inquiries on behalf of the Senior Vice President
Oversees administrative functions of the office including administrative staff
- Assists with creating spreadsheets and other related materials for briefings
- Perform duties that are highly confidential and require use of good judgment discretion and tact

Human Resources Specialist, 12/05 to 1/08

Provide assistance to Human Resources Director and Human Resources team through a variety of duties

- Maintain calendars coordinating meetings and appointments arranging domestic and international travel
- Resolve internal/external customer inquiries including explanation of processes and benefits information
Assist in coordination of benefit programs for employees to include compiling of data for monthly reports
- Coordinate candidate interviews with internal staff to include travel and processing of reimbursements through company s financial office
- Prepare and maintain confidential employee records and files
- Assist Human Resources Director by responding to emails assist with tasks due to the Executive Vice President for Corp BD/ RII and Sr Vice President of Human Resources and corporate Human Resources staff
- Experience with all levels of executive staff and outside vendors and contractors

Executive Assistant, 9/02 to 12/05

Provide executive administrative assistance to Government Relations Vice President and Government Relations team through office duties to include

- Handle telecommunications and inquiries from internal and external customers
Maintain calendars setting up meetings and appointments and coordinating travel arrangements
- Assist team in smooth workflow process for legislative requests and inquiries
- Team lead in the Human Resources performance process to include setting up meetings between Vice President and team members and ensure performance forms are completed and returned to Human Resources

*Resume of Faye L. Brown
Page 2*

Implemented new hire process and training within Government Relations/Strategy Coordinate with Business Development offices to ensure newly hired employees are trained and equipped with the necessary tools and resources for their position

- Process and reconcile employee corporate credit card payments and reimbursements in a timely manner through company s finance expense reporting process
- Assist the GR/Strategy Sr Vice President, Strategy Vice President and Strategy Team as required

PRINCE WILLIAM PUBLIC LIBRARY SYSTEM, Secretary Marketing & Development/Volunteer Office 10/97 to 9/02

Assist the Volunteer Program Coordinator and Development Officer in recruitment/training of volunteers and marketing for the library system Provide all areas of administrative assistance to management and customer relations to include

- Coordinate office workflow
 - Maintain database and confidential file system for 300+ volunteer staff within the library system
 - Compose correspondence and handling of telecommunications to offices
 - Collect compose and maintain statistical information for reports/briefings and other various communication periodicals
 - Assist in coordination of media and special events to include state and local dignitaries
 - Maintain budget purchasing of promotional materials equipment and supplies
- Prepare travel reservations and conference registrations

PRINCE WILLIAM COUNTY PUBLIC WORKS DEPARTMENT Secretary 10/88 to 10/97

Provided all areas of administrative assistance to management and the public including preparation of correspondence resolution of citizen requests telecommunications and mail distribution Maintain budget for Accounts Payable contracts and other related files Collect data for operational reports Maintain superintendent s schedule and attending monthly committee meetings Assist in purchasing of asset equipment and supplies for supervisory personnel and subordinate workforce Arrange/prepare travel and other related documents for transportation lodging and subsistence Liaison between the department and temporary contractor in selection of temporary employees including preparation of schedules and payroll

MANTECH CORPORATION Arlington VA Receptionist, 5/88 - 10/88

Provide general office duties to include typing handling phones and mail distribution for various engineering branches Greet assist and document clients/visitors Assist Security Administrator in data entry for security clearances

Education

STRAYER UNIVERSITY Bachelor of Business Administration/Human Resources 2007

NORTHERN VIRGINIA COMMUNITY COLLEGE Associate in Science Business Admin 2000

Awards/Certifications

SIX SIGMA CERTIFICATION Raytheon Company 2005

PRINCE WILLIAM COUNTY EXECUTIVE S AWARD Prince William County Government 1996

JENNIFER C. BULKELEY

International Security Program Fellow, Kennedy School of Government, Harvard University

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Expertise: China, East Asia, Nonproliferation, U.S. Foreign/Defense Policy, International Security, International Organizations
Skills: Writing/reporting, policy analysis, project management, research, organization, teamwork, flexibility, attention to detail

EDUCATION

PhD HARVARD UNIVERSITY, Public Policy, Dissertation: Chinese Strategies to Measure and Manage China's Rise (2009)
MPA PRINCETON UNIVERSITY, Woodrow Wilson School of Public & International Affairs (2004)
BA THE UNIVERSITY OF THE SOUTH (SEWANEE), Summa Cum Laude, with Honors, Phi Beta Kappa (2000)

POLICY EXPERIENCE

U.S. EMBASSY, BEIJING, CHINA, Economic Policy Section, Energy Policy Analyst (Summer 2008)

- Provided analysis, background briefings, talking points, and official reporting on China's domestic energy policy, foreign development assistance, and international energy cooperation (with Russia, India, Iran, Iraq, Central Asia, Africa, East Asia, and the International Energy Agency)

**NONPROLIFERATION BUREAU, OFFICE OF MULTILATERAL NUCLEAR AFFAIRS,
U.S. DEPARTMENT OF STATE, Washington, DC, Rosenthal Fellow** (Summer 2002)

- Aided preparations for interagency negotiations and Senate ratification of the Additional Protocol to the Nuclear Safeguards Agreement with the International Atomic Energy Agency (IAEA)
- Collaborated with IAEA officials, international diplomats, and State Department desk officers to develop country-specific strategies to persuade UN member states to sign and ratify nuclear safeguards agreements
- Conducted investigative interviews at the IAEA in Vienna, cataloging existing international efforts to protect nuclear materials through counterterrorism programs

U.S. EMBASSY, BERLIN, GERMANY, Economic Policy Section, Falbringer Fellow (Summer 2001)

- Reported on developments in Germany's energy policy, analyzed comparative tax burdens in America and Germany, and evaluated the German development aid program
- Authored a comparative study of US, EU, and Japanese trade relations with developing countries

NATO HEADQUARTERS, International Staff, Brussels, Belgium, Defense Policy Section Intern (Summer 2000)

- Provided analysis and reporting on the European Security and Defense Identity (ESDI), the Partnership for Peace (PFP) program, and national missile defense policies
- Drafted agendas, wrote reports and briefings, and aided preparation of working texts for NATO meetings
- Assisted logistical planning and fund-raising for Bosnia-Herzegovina peacekeeping conferences and workshops that provided civilian training for civilians and military leaders of all regional ethnic groups

**U.S. MISSION TO THE UNITED NATIONS IN VIENNA (UNVLE) AND THE INTERNATIONAL
ATOMIC ENERGY AGENCY (IAEA), Vienna, Austria, Political Analyst** (Summer 1999)

- Attended international conferences of the IAEA, the Nuclear Suppliers Group, and the P-5 (permanent members of the United Nations Security Council) as a member of the U.S. delegation
- Prepared briefing books, talking points, and logistical details; researched funding, budgetary, and voting issues
- Assumed reporting responsibility for nonproliferation issues in Asia while other officers were on leave

RESEARCH EXPERIENCE

PREVENTIVE DEFENSE PROJECT, Harvard University, Cambridge, MA, Research Assistant (2005-present)

- Assist Dr. Ashton Carter with research on nonproliferation, international security, U.S. defense policy, Asian regional security, U.S.-China relations, and China's foreign and security policy
- Provide substantive and logistical support to PDP Co-Directors Carter and Dr. William J. Perry for symposia, conferences, workshops, media events, and Track II dialogues in the United States and in Asia
- Research and help draft major reports, provide assistance with grant applications, maintain website to feature recent publications and activities, recruit and train new student research assistants

ARMS CONTROL PROGRAM, INSTITUTE OF INTERNATIONAL STUDIES, TSINGHUA UNIVERSITY, Beijing, China, Research Fellow (Summer 2005)

- Collaborated with team of Chinese professors and graduate students to examine China's foreign policy, nonproliferation policies, civil-military relations, and security strategy

EAST ASIA NONPROLIFERATION PROGRAM, CENTER FOR NONPROLIFERATION STUDIES (CNS), Monterey, CA, National Security Education Program (NSEP) David L. Boren Graduate Fellow (Summer 2003)

- Conducted research on Asian multilateral security efforts, Taiwanese military modernization, U.S.- Taiwan relations, North Korea's nuclear program, Cross-Strait relations, and Taiwan's national security strategy
- Evaluated China's export control policies and recent government restructuring; published results and presented findings to officials at the U.S. Department of Energy
- Analyzed China's nuclear doctrine, military modernization, and responses to U.S. theater missile defense programs for inclusion in open-source databases for CNS and the Nuclear Threat Initiative (NTI)

GERMAN COUNCIL ON FOREIGN RELATIONS (Deutsche Gesellschaft für Auswärtige Politik), Berlin, Germany, Fulbright Scholar, Research Assistant to Dr. Michaela Hoenicke Moore (2000-2001)

- Analyzed trends in U.S. foreign policy, Transatlantic relations, and European cooperative security
- Coordinated academic conference on "Domestic Factors in U.S. International Leadership after the Cold War"

SELECT PUBLICATIONS

- "America's Strategic Response to China's Military Modernization." (w/ Ashton Carter). *Harvard Asia-Pacific Review*. 2007.
- "Decontamination and Remediation after a Dirty Bomb Attack: Long-Term Political and Technological Challenges." *The Nonproliferation Review*. Spring 2007.
- "Restoring the Nonproliferation Imperative." In "Fighting the Spread of WMD: Views from the Next Generation." Edited by Brad Glosserman, *CSIS Pacific Forum Issues and Insights*. January 2006.
- "Making the System Work: Chinese Export Control Reform." *The Nonproliferation Review*. Spring 2004.
- "Confronting the Threat: A Critical Analysis of The Biological Weapons Convention." *International Affairs Review*. 2004.
- "Rule of Law: The Missing Priority in Post-Conflict Reconstruction." Prepared for and presented to the National Security Council, The White House. Washington, DC. December 2003. (Co-author)
- "Regional Cooperation on Maritime Piracy: A Prelude to Greater Multilateralism in Asia?" *Journal of Public and International Affairs*. Volume 14. 2003.

WORKING PAPERS

- "Chinese Strategies for Measuring and Applying its Rising National Power."
- "The Limits of Non-Interference: China's Evolving Approach to Managing its Economic Power and Political Leverage."
- "Assessing China's Grand Strategy." (presented at Graduate Seminar on China, The Chinese University of Hong Kong, 2008)
- "Private Profit or Policy Change? Motivations and Mechanisms Behind Chinese Arms Proliferation."
- "The Role of the Shanghai Cooperation Organization in Chinese Foreign Policy and Strategy Toward Central Asia."

SELECT HONORS AND AWARDS

- International Security Program Fellowship, Belfer Center for Science & International Affairs, Harvard University, 2008-09
- World Politics and Statecraft Fellowship, Smith Richardson Foundation, 2008
- Graduate Society Dissertation Completion Fellowship, Harvard University, 2008-2009
- National P.E.O. Scholar Award, 2007-2008
- FLAS Fellowship for Intensive Study of Mandarin Chinese in Beijing, China, Summer 2006
- Fulbright Scholarship for Study in Berlin, Germany, 2000-2001
- Jacob K. Javits Fellow, 2001-2006
- David L. Boren National Security Education Program (NSEP) Fellow, Taiwan and China, 2002-2003
- NCAA Postgraduate Scholarship and NCAA Woman of the Year (Tennessee), 2000
- Algernon Sydney Sullivan Medallion for Character, University of the South, 2000
- Top Political Science Major, University of the South, 1998, 1999, 2000
- All-American Basketball Player and Academic All-American, 1998, 1999, 2000

PROFESSIONAL ACTIVITIES AND TRAINING

- Executive Board, Women in International Security New England (WIIS-NE), 2008-present
- Consultant, Long Term Strategy Group (examining Chinese perspectives on national power), Cambridge, MA, 2007-present
- Summer Workshop on Analysis of Military Operations and Strategy (SWAMOS), Columbia and Cornell Universities, 2007
- CSCAP Working Group Meeting on WMD Proliferation in Asia, CSIS Pacific Forum, Young Leaders Program, 2006-2008
- Teaching Assistant, *American National Security Policy* (2006-2008), *Analytical Frameworks for Policy-Making* (2006)
- Contributing Editor, *Journal of Public and International Affairs* (2004-2007); Manuscript Reviewer, *International Security* (2008-09)

Grace E Butler



EDUCATION

MAS degree- Master of Administrative Science
1992 1994 Johns Hopkins University Baltimore Maryland

Bachelor of Science degree-Business Administration
1987 1989 Columbia Union College Takoma Park, Maryland

Associate of Arts degree- Medical Assistant
1984 1985 Columbia Union College Takoma Park, Maryland
1983 1984 Colegio De Adventista, Sagunto Spain
1982 1983 Columbia Union College Takoma Park, Maryland
1981 1982 Newbold College Binfield, Bracknell Berks England
1980 1981 Columbia Union College Takoma Park, Maryland

EXPERIENCE

John D Butler, Jr., M.D F.A.C.S PLLC/ General Surgery WHC
Washington, DC/ 2003-2007

Office Manager/ Medical Assistant Assisted physician in exam room scheduled patient appointments and surgical procedures verified patient insurance information, conducted meetings with pharmaceutical reps ordered office and medical supplies performed patient assessment and measured vital signs organized and filed patient medical records



Chakarot Sukachevin, M.D , F.A.C.O.G Silver Spring MD/ 1985-1996

Medical Assistant assisted the physician in minor medical procedures (e.g. pap smears cervical and endometrial biopsies colposcopies etc) gathered patient history and information assessed patient needs phlebotomy took vital signs scheduled patient appointments ordered

office and medical supplies organized patient files retrieved patient records and reports

Student Missionary@ Colegio De Adventista Sagunto, Spain/ 1983-1984

Physical Education Teacher Assistant Taught 3-4 Phys Ed classes and organized school sport events high school

Washington Adventist Hospital Takoma Park, MD/ 1978-1983, 1984-1985

Data Processing Clerk Processing payroll checks

Admitting Office Assistant Registering and assessing patients filing, processing patient information, and telecommunication

Bed Control Officer Managing in patient bed assignments gathering census data, problem solving with nurse coordinator and physicians

ACTIVITIES

(b)(6)



AWARDS

Olney Adventist Preparatory School Founders Award in recognition of Above and Beyond Service/ June 2007

SKILLS

Excellent interpersonal communication and presentation
Medical Office Management
Medical Office Assistance
Typing
Email, Telecommunication

Christopher Lee Caple, Esquire

(b)(6)

Professional Work Experience

The Honorable Bill Nelson [FL], United States Senate; Washington, D.C. Feb 2007 - Present
Legislative Counsel for Military Affairs: Advise, counsel, and assist the senior member of the Armed Services and Select Committee on Intelligence on national security issues. Principle advisor during the annual Federal budget, authorization, and appropriation cycle. Investigate member and constituent issues; develop strategies and recommendations to deal with them; and execute the plan until there is resolution. Provide oversight of the acquisition, procurement, operations, and maintenance processes of the Department of Defense and its Military Intelligence communities. Provide oversight of select Department of Energy programs related to nuclear weapons. Serve as the Senator's senior Military Legislative Advisor for the Senator's constituent, industry, and legislative priorities involving national security and veterans issues. Manage and supervise a four-member Defense Team who assists with the development, implementation, and execution of the Senator's agenda and priorities by communicating with senior government officials, congressional and executive branch staff, and corporate officers.

The Honorable Melvin L. Watt [NC-12], United States House of Representatives; Washington, D.C. Apr 2006 - Feb 2007
National Security / Military Legislative Assistant: Provided advice and counsel to the Member on policy issues including energy, foreign relations, labor, national security, and transportation. Assisted with the development, oversight, and implementation of the Member's legislative agenda including monitoring legislation and correspondence, performing research, and drafting advisory memoranda. Initiated, maintained, and broadened relationships between Members, senior government officials, and congressional staff. Drafted correspondence to and communicated with senior government officials within the Departments of Defense, Energy, Homeland Security, Labor, and Transportation. Met with chief executives in industry, interest group representatives, and constituents to create solutions to issues raised by analyzing their issues, developing and advising the Member on an appropriate course of action, and implementing the Member's decision. Received, processed, and monitored authorization and appropriation requests for defense, energy, foreign operations, homeland security, and transportation.

The Honorable Arthur B. Viereg, Nineteenth Judicial Circuit; Fairfax, VA Aug 2004 - Sep 2005
Judicial Law Clerk: Provided advice and recommendations through written memoranda and oral presentations. Conducted electronic and manual legal research of statutory, common, civil, and administrative state and federal law. Analyzed and synthesized parties' legal arguments and cited authority in preparation of the civil and criminal motions dockets. Drafted Letter Opinions and orders consistent with the Court's conclusions of law. Reviewed proposed orders for statutory compliance. Issues included criminal law, complex civil litigation, commercial contracts, constitutional law, domestic relations, administrative law, business torts, personal injury, intentional torts, employment law, conflicts of law, jurisdiction, and declaratory judgments.

The Honorable Gerald Bruce Lee, United States District Court; Alexandria, VA Jul 2002 - Jan 2004
Judicial Extern: Researched state and federal law. Communicated thorough legal analyses through written bench memoranda and drafted Memorandum Opinions on issues raised in habeas corpus petitions, reports and recommendation, pretrial motions, and oppositions filed with the court. Issues included antitrust law, commercial contracts, constitutional law, employment rights and compensation, jurisdiction, torts, and the Anti-Cyber Squatting Consumer Protection and Federal Death Penalty Acts.

Rees, Broome & Diaz, P.C.; Vienna, VA Jun 2003 - Aug 2003
Law Clerk: Researched international, federal, and state statutory law and international and state civil and common law; analyzed and applied legal principles; and communicated through written memoranda and oral presentations analytically detailing facts and law to senior colleagues in the firm's civil litigation, small business, and taxation groups. Conducted research and analysis for pretrial motions. Drafted memoranda, arbitration and settlement proposals, and responsive pleadings. Analyzed and processed discovery requests. Prepared exhibits and jury instructions for trial. Searched and processed real property titles.

The Honorable Leslie M. Alden, Fairfax County Circuit Court; Fairfax, VA May 2002 - Jul 2002
Judicial Extern: Assisted in preparing the weekly motions docket by analyzing the arguments on brief, researching the applicable law, and orally briefing the Judge on the pertinent legal issues. Researched the Interstate Commerce Act; the Immigration and Nationality Act; and the law of commercial contracts, domestic relations, and intentional torts. Drafted published and cited Letter Opinions addressing federal preemption of damage claims in interstate transportation of property.

Professional Licenses & Security Clearance

Virginia State Bar; licensed and admitted in the Supreme Court of the Commonwealth of Virginia in Apr 2005

(b)(6)

Military Work Experience

United States Marine Corps; United States of America, Australia, Japan, Okinawa Apr 1993 - Mar 2000
Nuclear, Biological, and Chemical (NBC) Warfare Specialist: Conducted and supervised training in NBC reconnaissance, survey, and operations, including NBC collection and identification. Received, processed, and analyzed NBC battlefield intelligence estimations at the Secret and Top Secret levels to prepare detailed operations plans and orders at the division, Air Group, Expeditionary Unit, and infantry battalion levels. Advised commanders and supervised combat operations centers during combat operations training. Provided technical information to the commander regarding NBC exposure status and location of contaminated areas on the battlefield. Participated in the briefing, planning, and execution of the Marine's Chemical Biological Incident. Meritoriously promoted to all ranks Private through Sergeant, and successfully completed all officer candidate requirements for commission. Awarded four Letters of Commendation and three Letters of Distinction. (b)(6)

Education

American University, Washington College of Law; Washington, DC
 Degree: *Juris Doctor*, May 2004

Marshall - Brennan Fellowship, Washington College of Law; Washington, DC Aug 2002 - Jun 2003
Constitutional Law Scholar: Selected among the top constitutional law students to teach the "We the Students" constitutional law curriculum to public high school students. Created, organized, and implemented lesson plans geared towards teaching individual constitutional rights and their civic and personal responsibility to the nation. Employed classroom management techniques and pedagogical methods instilling the importance of education, civic engagement, and community involvement.

Professor Jermia B. Reskin, Washington College of Law; Washington, DC Aug 2002 - May 2003
Dean's Fellow: Researched, drafted, and edited published books, law review submissions, and editorials. Researched for and assisted in the functioning of the school's Marshall-Brennan Fellowship Program, the Program on Law and Government, and the *Constitutional Law: 1st Amendment* course. Advocated and promoted the Marshall-Brennan Program to metropolitan schools.

University of North Florida, College of Arts and Sciences; Jacksonville, FL
 Degrees: *Bachelor of Arts*, May 2001, Major: Philosophy
Associates of Sciences, Jan 2000, Major: Mathematics

Duval County Public Schools; Jacksonville, FL Aug 1999 - Aug 2000
Mathematics Teacher: Taught high school algebra, geometry, and Calculus. Designed and implemented an after-school mathematics curriculum geared towards improving the student's success rates on end-of-grade testing, advanced placement testing, and the college entrance exam. Mentored students, improving their comprehension, use, and interest in mathematics.

Department of Juvenile Justice; Jacksonville, FL Sep 2000 - Apr 2001
Juvenile Probation Officer: Processed clients at the juvenile detention intake center following their arrest. Researched the client's criminal history to determine the appropriate state intervention. Drafted comprehensive memoranda at each stage of the client's involvement with the juvenile justice system including charging, counseling, sentencing, detention, and release. Advocated before the Court on behalf of the clients during detention and final disposition hearings. Counseled the clients, their victims, and their families on personal responsibility, the consequences of their criminal acts, and the juvenile justice system.

Fulane University, College of Arts and Sciences; New Orleans, LA
Bachelor of Sciences, Aug 1991 - Jan 1993, Major: Mathematics

Activities

The Heart of America Foundation; Washington, DC Aug 1999 - Present
International Ambassador: Motivate, inspire, and teach students by focusing on leadership and character building - specifically by teaching students how to make a difference within themselves and in their communities by focusing on the ten core values of compassion, opportunity, responsibility, equality, valor, ambition, liberty, unity, enterprise, and spirituality. Improve children's lives by combining education, literacy, and service learning through a network of national, nonsectarian, non-partisan, nonprofit, humanitarian organizations. Provided disaster relief after Hurricanes Katrina and Rita in September, October, and February.

CANDACE L. CHIN

(b)(6)

EDUCATION

HARVARD UNIVERSITY | Harvard Kennedy School

Master in Public Policy, International Security Policy and Management

Thesis: Strategic counterterrorism communications analysis for United Kingdom government

- Outstanding Master in Public Policy Thesis (Policy Analysis Exercise) Award Finalist
- Analyzed strategies to change political communications and effectively support counterterrorism goals

Coursework: National Security Organization and Management, Quantitative Methods, Negotiations Analysis

COLUMBIA UNIVERSITY | Barnard College

A.B. Urban Studies and Political Science

Thesis: Impact of India's regional development policies on urban slum growth

EXPERIENCE

POLICY AND POLITICAL

THE WHITE HOUSE | Presidential Personnel Office

Washington, DC, 2009-Present

Deputy Chief of Staff. Lead recruitment of Administration officials. Special Assistant to the Director, 2009.

- Create a professional development program for senior, mid-level and junior administration appointees
- Coordinate communications strategy for Senate-confirmed nominations and Presidential Appointments
- Manage Presidential Delegations and coordinate with the National Security Council and State Department
- Prioritize Director's activities with White House staff, federal agency heads, and senior federal officials

(b)(6)

UNITED STATES SENATE | Rules and Administration Committee

Washington, DC, 2004-2006

Professional Staff Member. Analyzed legislative campaign finance and federal elections administration proposals.

Provided Congressional oversight of federal agencies. Staff Assistant, 2002, Intern, 2001

- Drafted federal election law legislation, Help America Vote Act of 2002 (HAVA)
- Developed policy arguments for debates on voter identification requirements and lobbying reform
- Drafted Congressional hearing and Senate floor debate statements and questions
- Monitored nationwide implementation of HAVA in states and territories
- Represented Senator and Committee at federal agency meetings and hearings

PRESIDENTIAL TRANSITION TEAM | Presidential Personnel Department

Washington, DC, 2008-2009

Staff Assistant. Developed candidate slates for cabinet and sub-cabinet positions in energy/environment agencies.

- Assisted transition and onboarding of White House Presidential Personnel Director and leadership team
- Coordinated research activities to ensure candidates met President-elect's expectations and requirements

OBAMA FOR AMERICA | Paid Media and Polling Department

Chicago, IL, 2008

Media Coordinator. Led and managed polling, media, and direct mail consultants.

- Managed national persuasion mail program, which sent over 100 million general election mail pieces
- Led campaign's successful and winning paid media and polling activities for the U.S. Northeast

NATIONAL SECURITY RELATED INTERSHIPS

BOOZ ALLEN HAMILTON | Global Security Group

McLean, VA, 2007

Conducted research and analysis to support United States government intelligence community efforts.

- Researched emerging international affairs and national security issues
- Prepared war-gaming business development proposals on emerging national security threats (pandemic in Asia)
- Analyzed open source intelligence data and information

UNITED STATES STATE DEPARTMENT | Diplomatic Security Bureau

Fort Lee, NJ, 2002

Supported managers and special agents in providing security and investigating passport and visa fraud allegations.

- Edited employment evaluation reports of agency's law enforcement agents
- Designed field office presentations for field office's Special Agent in Charge

LEADERSHIP

Director, Office of Public Service | Harvard Kennedy School, 2007-2008

Coordinator, Master in Public Policy Seminar Series | Harvard Kennedy School, 2006-2007

Board Member, Center for Public Leadership | Harvard University, 2006-2007

Awards

Frank Gilbert Bryson Prize, awarded to graduating student who, by opinion of her class, has given conspicuous evidence of unselfishness and has made the greatest contribution to Barnard during her college years.

Barnard College Bear Pin, 2004; *Barnard College Student Government Association Award*, 2001-2002, 2003;

Columbia University Organization Award, 2001; *Columbia University Bronze Crowns*, 2001

(b)(6)

LUCIA CHO

(b)(6)

CAREER PROFILE

Results oriented, bilingual, energetic young professional with over a year government contractor experience to include working in the Office of the Under Secretary of Defense (Comptroller) organization as the Acting Confidential/Executive Assistant to the Under Secretary of Defense (Comptroller) a Presidentially appointed- Senate confirmed official who is the Secretary of Defense's Senior Chief Financial Officer for over \$600 billion in Annual Defense spending and over 10 years of entrepreneurial restaurant and hospitality experience. Works exceptionally well for and with the Principal Deputy, Comptroller Executives/Team Leaders, Military Management staff and interagency personnel. Tackles and solves problems, takes initiative and possesses the tact and diplomacy to interact with senior Department of Defense officials such as the Office of the Secretary of Defense, Members of Congress and Cabinet Secretaries. Knowledgeable of Department of Defense programs. Strong communication skills and speaks and writes in English and elementary (b)(6)

PROFESSIONAL EXPERIENCE

Department of Defense

Office of the Under Secretary of Defense (Comptroller) OUSD(C)

Pentagon Washington DC

Front Office

May 2008 - Present

Acting Confidential Executive Assistant to Comptroller

- By name request to provide administrative management and customer service support to the Under Secretary of Defense (Comptroller), the Principal Deputy and the Front Office Military Management staff.
- Maintains official and personal calendars of appointments for the Under Secretary of Defense (Comptroller) and the Principal Deputy to include meetings with the Secretary of Defense, Senior White House and Department of Defense officials and private sector Chief Executive Financial Officers on an hourly basis.
- Serves as liaison between the Under Secretary of Defense (Comptroller), Principal Deputy, staff members, Members of Congress, White House Staff and other Federal Agencies with coordinating action items to include Comptroller internal and external suspenses and official visits.
- Research, gather and coordinate information for budget program issues and prepare briefing materials that include read aheads and briefing books for Under Secretary of Defense (Comptroller).
- Works closely with Comptroller Action Officers to ensure the Under Secretary of Defense (Comptroller) is properly briefed and prepared for Secretary of Defense meetings, Congressional hearings and resumés.
- Works closely with DoD SES and interagency personnel to support high level foreign embassy visits.
- Provides VIP escort service as required.
- Serves as Liaison Officer between the OUSD(C) and the Pentagon Force Protection Agency for critical VIP mission escort movements to include the coordination of transportation and escort security details.
- Created and organized a tracking system for the OUSD(C) Front Office records, files, congressional correspondence and reference materials.

Department of Defense

Office of the Under Secretary of Defense (Comptroller) OUSD(C)

Pentagon Washington DC

Directorate of Management and Administration

November 2007 - January 2009

Recruiting Assistant

- Collected, tracked and updated Department of Defense Civilian Employee Certified payroll information for 150 personnel into the Defense Civilian Pay System (DCPS).
- Trained new Time and Attendance Administrators on the OUSD(C) Timecard Database and on DCPS.
- Established security access and procedures for new personnel.
- Processed Executive correspondence.
- Maintained work furlough statistical data for Comptroller critical positions.
- Responsible for the Under Secretary of Defense (Comptroller) official stationary project.
- Ordered and tracked supplies for the OUSD(C) Front Office as needed under the direction of the Human Capital Administrator.
- Responsible for and implemented a classified materials disposal/destruction process according to regulations for the OUSD(C) Front Office Military Management staff.
- Obtained and distributed OUSD(C) classified and unclassified mail according to

LUCIA CHO

Page 2

The Dock at Lansdowne

Leesburg VA

Dining Room Supervisor Trainer & Server

March 2007 – November 2007

As a Dining Room Supervisor mentored and motivated employees on outstanding customer service standards
Created training materials for servers and food runners to include practice sheets tests visual aids and handbooks
Trained and certified servers and food runners in providing enhanced hospitality team service and menu etiquette/knowledge
Responsible for the evaluation of employee merit and recommended on advancement or in some cases demotions
Developed and implemented a balanced standard operating procedure to maximize server efficiency

Mike's American Grill Great American Restaurants

Springfield VA

Trainer & Server

June 2004 – October 2006

Provided outstanding guest service at a high volume well reviewed 4 star restaurant
Trained new servers on technical specifications and menu knowledge to include recipe nutrition
Shift Leader mentored new staff members

New York Cafe & Convenience Store

Washington DC

Shift Manager

August 2003 – February 2004

Supervised and mentored a team of 7 employees and served as temporary General Manager
Monitored and purchased supplies to include food and beverage inventory
Drafted and designed marketing and promotional materials to increase sales and revenue
Calculated and reconciled daily bank deposits and assisted in opening/closing operations

EDUCATION

George Mason University Fairfax VA

Bachelor of Arts in English Minor in Dance August 2003

Overall (b)(6) Dean's List

TRAINING

Department of Defense Pentagon Washington DC

Emergency Escape Mask Training 2007

Enterprise Correspondence Control System (ECCS) 2007

Defense Travel System (DTS) 2007

OTHER SKILLS & QUALIFICATIONS

(b)(6)

Microsoft Office Suite

Volunteered to host Wounded Warriors at the OUSD(C) annual Holiday Gala December 2007

References Available Upon Request

ELLEN Y CHOU

(b)(6)

PROFESSIONAL SUMMARY

Ellen Chou is currently a Senior Air Force Analyst at SAIC. She possesses over fifteen years of management, analytic, and research experience in a range of functional areas including national defense, strategic and long-range planning, strategic communication and outreach, information technology solutions, Government affairs, and international relations. Additionally, Ms. Chou specializes in the Asia Pacific region with an emphasis on commercial and economic developments in China.

EDUCATION

John F. Kennedy School of Government
Harvard University
Certificate Program for Senior Executives in National and International Security 2003

Elliott School of International Affairs
George Washington University
Master of Arts with Honors in Security Policy Studies 1994

University of Chicago
Bachelor of Arts with Honors in Public Policy Studies 1992
Bachelor of Arts in Economics 1992

EXPERIENCE

05/07-present Science Applications International Corporation (SAIC) McLean VA

Senior USAF Analyst Providing analytic, research, and strategic communication support to Air Force Quadrennial Defense Review Office (AF/CVAQ). Primary duties include developing themes and messages on QDR related topics, preparing briefings and talking points on QDR issues, facilitating semimonthly QDR communication working group meetings, compiling the CVAQ News Daily, and serving as lead documents controller and Air Force QDR Communities of Practice manager.

06/06-05-07 Abraxas Corporation McLean VA

Program Director Provided management oversight of developing Air Force programs. This includes program management, strategy development, business development, and technical project management. Also provided analytic and contractual support to Abraxas Solutions, a global geo-political risk analysis business unit, and Abraxas Corporation's China Advisory Group.

05/04-06/06 Booz Allen Hamilton (BAH) McLean VA

Associate Managed the Air Force Total Force Integration (AF/A8F) Program. Responsible for contracts oversight, budget management, business development, team leadership, client relations, technical project analysis, project planning and deliverables, risk analysis, and quality assurance in support of this client.

Previously provided consulting support to the Institute for National Strategic Studies (INSS) and the Office of the Secretary of Defense (OSD). Served as contributing author on an OSD study on imposing cost strategies toward China and an INSS study that examined the effects of SCSOM psychological operations employed in Afghanistan (OEF) and Iraq (OIF). Co-led a study for USNORTHCOM that examined the role of the Mexican military in civil support operations.

08-96-04/04

Science Applications International Corporation (SAIC)

McLean VA

Program Manager Managed the Air Force Directorate for Strategic Planning (AF/A8X) Program Responsible for contracts oversight budget management business development strategy development and implementation team leadership client relations technical project analysis project planning and deliverables risk analysis and quality assurance in support of this client. Managed and coordinated technical support initiatives performed by three internal SAIC groups and two subcontractors for this program

Project Manager Managed the development and maintenance of a web-based collaborative information system and electronic archive for the Air Force Quadrennial Defense Review Office (AF/QR) Led a team of ten analysts and systems and software engineers for this effort Responsible for all budget and contract oversight client relations project development quality assurance and project deliverables

Senior Analyst Provided analytic and outreach support to the Air Force Strategy and Policy Division (AF/A8XS) Co-authored Volume I of the *Air Force Strategic Plan* the *Air Force Long-Range Plan* and led the year long Air Force exploration on asymmetric strategies and warfare

5/95-7/96

Center for Strategic and International Studies (CSIS)

Washington DC

Research Associate Served as research associate and chief economist in the CSIS Asian Studies Program Conducted research and analysis in several areas including U S trade and commercial relations with China Taiwan and Hong Kong China's economic development and financial reforms foreign direct investments in Chinese markets and the Chinese telecommunications industry Co-authored a book review *Forecasting the Future* published in the July 1996 edition of *The World and I* and contributed to the CSIS U S *China Policy Task Force Report Developing a Consensus for the Future* Appeared in television and radio interviews regarding U S -China relations as well as provided analytic support to the Asian Studies Program Director's Congressional testimonies

PUBLICATIONS

"Forecasting the Future" with Jae H Ku in *The World and I* July 1996
Economic and Commercial Relations in *CSIS U S China Policy Task Force Report Developing a Consensus for the Future* 1996

PROFESSIONAL ACHIEVEMENTS

Awarded Air Force Association Contractor of the Year Award 2006
Awarded Air Force Deputy Chief of Staff for Plans and Programs Contractor of the Quarter Award 2005
Awarded Booz Allen Hamilton's Outstanding Individual Achievement Award 2005
Awarded Booz Allen Hamilton's Excellence in Value (Volunteensm) Award 2005
Awarded Booz Allen Hamilton's Outstanding Individual Achievement Award 2004
Awarded SAIC Trustees' Stock Award for Outstanding Individual Contribution 2003
Selected for participation in SAIC's 21st Century Leadership Program 2001 2002
Awarded the SAIC Strategies Group Outstanding Individual Achievement Award 2000
Nominated for a Term Membership in the Council on Foreign Relations 1998 and 1999
Awarded the SAIC President's Award 1998
Awarded the SAIC Strategies Group Outstanding Team Achievement Award 1997

FOREIGN LANGUAGES

(b)(6)

(b)(6)

KRISTEN K CICIO

(b)(6)

SUMMARY OF YOUR SKILLS

Office Manager Executive level Scheduler Protocol Specialist Researcher File and Records Manager Editor Proof Reader data entry

EXPERIENCE

December 1997 to present 60 hours per week Civilian Executive Assistant to the Chairman of the Joint Chiefs of Staff GS 301 14 promoted to GS 13 on assumption of position promoted to GS 14 January 1998 Office of the Chairman JCS Washington DC 20318 9999 Supervisor Henry H Shelton General USA (b)(6)

Perform various managerial and secretarial duties Serve as a primary focal point for the Chairman JCS (CJCS) exercise an in depth knowledge of CJCS goals views and philosophy to ensure the appropriate employment of the overall policies of the Administration as they relate to those functions for which CJCS is held responsible Frequently represent CJCS at meetings and during telephone conversations with national level civilian and military officials Keep CJCS informed of significant developments or courses of action and disseminate the CJCS instructions Serve as principal point-of-contact for CJCS referring a number of important matters to appropriate offices for study and/or action to ensure decisions are implemented quickly and efficiently Conduct research to develop proposed courses of action Participate extensively in the management of the Office of CJCS particularly in the development of procedures that concern the scheduling of CJCS time Answer questions regarding meeting requirements that demand a comprehensive answer but not technical expertise Brief CJCS on matters to be considered or discussed during meetings with national level leaders Serve as a liaison between CJCS and subordinates and provide expert assistance to them regarding the best procedure for expediting the work of the office Monitor the work of support administrative and clerical personnel assigned or detailed to the office and provide guidance and instruction as necessary Proficient in the use of a variety of business software (Commence Calendar Creator Word 97 Power Point 97 Excel 97) to prepare charts tables and text documents Coordinate and maintain CJCS calendar at the home office and while on official travel

March 1993 to December 1997 60 hours per week Special Assistant and Office Manager to the Assistant to the President of the United States for National Security Affairs GS 0301 12/7 National Security Council (OSD/WHS Office of the National Security Advisor The White House Washington D C 20500 Supervisor Mr Samuel Berger (b)(6)

Perform various managerial and secretarial duties Maintain an in-depth knowledge of national security programs and foreign policy initiatives and a comprehensive grasp of the organization and functions of the departments and offices comprising the Executive Branch the Congress Department of Defense and State and other national level foreign policy and intelligence community agencies Insure comprehensive interagency coordination on a variety of administrative and management matters Accomplish special assignments and projects requiring a knowledge of the sensitivity of the issues that affect national security policy Review various policy papers talking points and speeches to insure compliance with formal directives and that the views expressed were consistent with policy and procedures Manage the administrative support staff to include work schedules writing performance appraisals monitoring and approving time and attendance and planning and coordinating support staff assignments on Presidential trips Manage administrative resources to ensure sufficient office equipment such as computers telephones and other telecommunications equipment are available to meet changing requirements

upgrading specialized equipment and service contracts as appropriate. Maintain the National Security Advisor's calendar to include arrangement of meetings coordinating with the appropriate attendees to include the highest level officials on the White House Staff, the Executive Branch, and the Executive Office of the President. Position demanded an ability to stay apprised of complex and often contentious issues to permit major schedule adjustments for the National Security Advisor as well as rapid changes in work tempo and office schedules.

December 1991 to March 1993: 40 hours per week. Special Assistant to the Deputy Assistant to the President for National Security Affairs (DAPNSA). GS 0318 11/8 Supervisor. From December 1991 to January 1993: Admiral J.T. Howe, USN (Retired). From January 1993 to March 1993: Mr. Samuel Berger. (b)(6)

Perform various managerial and secretarial duties. Maintain an in-depth knowledge of current affairs/issues, DAPNSA's views, and those details of the President's, Vice President's, and National Security Advisor's calendars that impact DAPNSA's schedule. Arrange meetings (inform participants of location and topic, and insure appropriate access to the White House compound). Receive, screen, and refer guests and telephone calls to the appropriate agency/office. Maintain a record of incoming and outgoing telephone conversations, a record of visitors (to include exact date and time of arrival and departure), and a contact list of national level US Government leadership (Cabinet, Defense and State Departments, and Congress), media, general public, and foreign national leaders. Read incoming correspondence, route to proper office for action, and compose responses for personal and non-policy correspondence. Review outgoing reports and bring deviations to the attention of the staff action officer. Screen and forward urgent and intelligence ("beyond Top secret") information to DAPNSA for action. Provide support to the Secretary of State, Secretary of Defense, and CICS during crisis situations. Make travel arrangements for DAPNSA. Assist in arranging for offices and appropriate equipment at away locations to permit immediate contact with travelling party and the White House Staff and facilitate preparation/changes to policy papers used in connection with the purpose of the travel.

August 1989 to December 1994: 40 hours per week. Social Secretary and Special Assistant to the Commander in Chief Allied Forces Southern Europe (CINCSOUTH)/Commander in Chief Naval Forces Europe (CINCLANAVFOR). GS 0318 09/10, Box 130, PSC 813, FPO AE 09620 (Naples, Italy and London, UK). Supervisor: Admiral J.T. Howe. (b)(6)

Plan and arrange luncheons, dinners, and social functions for the Commander in Chief (CINC). Attendees included high ranking military and civilian dignitaries of the US, Italy, UK, Germany, Portugal, Greece, Turkey, and France. Performed various secretarial duties to include managing the CINC's calendar, reviewing incoming and outgoing correspondence for procedural and grammatical accuracy. Edit and rewrite non-technical portions of staff correspondence. Search correspondence files and historic records to obtain supplemental information. Compose complex, non-technical correspondence. Control and disseminate highly classified (Top Secret/Code Word) material.

September 1988 to July 1989: 40 hours per week. Secretary (Stenographer) to the Director for Counterterrorism and Anti-Narcotics. GS 0318 09, National Security Council (OSD/WH/SA), International Programs Directorate, 17th Pennsylvania Avenue NW, Washington, D.C. 20506. Supervisor: R. Rand Beers. (b)(6)

Perform various managerial and secretarial duties. Manage Director's calendar. Type a variety of papers to include letters, talking points, and schedule requests for the President. Proofread draft and final reports for proper spelling, grammar, and punctuation. Review incoming correspondence, prepare response to routine correspondence, and forward remainder to the supervisor or his subordinates. Prepare memoranda and letters for the President's signature to Heads of State, members of Congress, and the general public. Arrange details of three weekly interagency meetings to include obtaining clearance for attendees through US Secret Service, obtain conference facility, prepare agenda, and transcribe minutes for the record. Initiate outgoing and screen incoming calls for the Director. Greet and escort US and foreign visitors.

April 1986 to September 1988 40 hours per week Personal Assistant/Secretary (Stenographer) to the Chief of Staff Supreme Headquarters Allied Powers Europe (SHAPE) GS 0318 09/9 Office of the Chief of Staff SHAPE APO NY 09055 Supervisor General John A. Shaud (International) (b)(6)

Primary point of contact for the Chief of Staff's official and social calendar Evaluate each schedule request to determine priority Receive visitors and incoming telephone calls from high level leaders to include US and foreign ambassadors as well as military and other government leaders Make travel arrangements for the Director Maintain control log of incoming classified documents Compose personal letters of congratulations, condolence commendation etceteras for the Chief of Staff's signature

January 1984 to April 1986 40 hours per week Personal Assistant to the Director Bureau of Politico-Military Affairs GS 10/4 State Department Bureau of Politico-Military Affairs Washington D C 20520 Supervisor Dr Allen Holmes (b)(6)

August 1982 to January 1984 40 hours per week Staff Assistant in the Office of the Director Bureau of Politico-Military Affairs GS 08/6 State Department Bureau of Politico-Military Affairs PM/CD Washington D C 20520 Supervisor Mr Sherwood McGinnis (b)(6)

July 1981 to August 1982 40 hours per week Staffing Assistant in the Merit Promotion Unit of the Civilian Personnel Operations Division GS 203 07 Navy Department Consolidated Civilian Personnel Office Crystal City CM#2 Washington D C 20376 Supervisor Ms Patricia Rovis (b)(6)

November 1978 to June 1980 Secretary/Stenographer in the Office of the Commander US Naval Forces Japan (Two Star Admiral) GS 0318 07/2 Commander Naval Forces Japan Box 12 FPO Seattle 98762 Supervisor Rear Admiral L W Zech (b)(6)

March 1978 to November 1978 Secretary (Typing) for the Assistant Chief of Staff for Logistics and his assistant GS 0301 05/3 Commander US Naval Forces Japan Assistant Chief of Staff for Logistics Box 12 FPO Seattle 98762 Supervisor CAPTAIN H W Bademan USN (b)(6)

November 1976 to February 1977 Clerk Stenographer Civilian Personnel Program Command Programs Division GS 0301 5 Naval Supply Systems Command Civilian Personnel Washington D C 20376 Ms Terry Hoffman (b)(6)

February 1974 to September 1974 Clerk Stenographer GS 0301 4 US Customs Service 2100 K Street NW Washington D C Supervisor Mr Mark Draskovic III

December 1971 to January 1974 Part-time Cashier Kitchen Helper at Willard Area Hospital \$2.05 per hour Willard Area Hospital Willard Ohio 44890 Supervisor Ms Jeanne Ludwig

September 1970 to December 1970 40 hours per week Store Clerk Walgreen Drug Store (b)(6)
(b)(6) Walgreen Drug Store Pentagon Washington D C 20318 Supervisor Mr Little

TRAINING/EDUCATION:

AA Associates in Accounting Tiffin University 1974 Tiffin Ohio

KRISTEN K CICIO

(b)(6)

- 1 LOWEST ACCEPTABLE GRADE GS 0318 14
- 2 CURRENT/FORMER FEDERAL CIVILIAN EMPLOYEES
 - (A) Current grade GS 0318 13 12 Months
 - (B) Employment status Career
- 3 MILITARY SERVICE AND VETERANS PREFERENCE N/A

LAUREN D COSTELLA

(b)(6)

(b)(6)

EDUCATION

Stanford University Palo Alto CA

Master of Arts in Sociology concentration in Social Psychology and Interpersonal Relations *June 2008*

Bachelor of Arts in Communication, concentration in Media Studies *June 2008*

Stanford Graduate School of Business, Palo Alto CA

Summer Institute General Management (Scholarship Winner) *Summer 2008*

WORK EXPERIENCE

- **Scholarship America, Minneapolis, MN**

National Volunteer Coordinator Responsible for the development and implementation of a national strategy supporting 40 000 volunteers nationwide Also directed new media outreach and grant writing efforts namely through the AmeriCorps and the Volunteer Impact, Retention and Expansion grants *January 2009 Present*

Nevada State AFL-CIO Sparks NV

Technical Coordinator and Precinct Walk Volunteer Responsible for recording voter statistics for Northern Nevada and facilitating Get Out the Vote activities to increase voter registration and turnout *September December 2008*

- **Lincoln Property Company Orlando FL**

Marketing/Event Planning Assistant Helped create marketing strategies events and advertisements and acquired first hand experience with speculation, development and brokering in commercial real estate *June September 2007*

Stanford Television Network, Stanford, CA

Editor Producer Reporter and Financial Manager Coordinated news and entertainment pieces on campus issues and handled monetary transactions for the station. *September 2006 – June 2008*

- **Fox Sports Net Television Broadcast of the RCP Tiburon Open Water Swim, San Francisco CA**

Race Commentator Delivered live analysis and commentary for the race *October 2007 2008*

HONORS

(b)(6)

LANGUAGES

(b)(6)

EXTRA CURRICULAR ACTIVITIES

- Stanford University Alumni Association, Volunteer and Interviewer for prospective undergraduate students
- Athletes Committed to Educating Students Tutor and Mentor
- Volunteerism Think Tank, Member and Discussion Facilitator
- Youth Voice Inc Member and Local Outreach Coordinator
- Stanford Peers in Academic Excellence Tutor and Mentor

REFERENCES

Available upon request

Cynthia M. Craft

(b)(6)

Employment History

Office of the Secretary of Defense

Executive Assistant to the Director Transition Task Force

10/2008 present

Transition Task Force Team Member Provide executive and confidential support to the Director of the DoD Transition Team and the incoming PETT Transition Team as required

Office of the Secretary of Defense

Executive Assistant to the Director, Operational Test and Evaluation

Washington DC 20301 07/2006 to 10/2008

Executive Assistant Provide executive and confidential support for the Director Operational Test and Evaluation with respect to his responsibilities for managing and directing complex programs. Carry out special projects and assignments relating to the management and program operations of the office. These projects frequently involve sensitive and/or classified issues. Serve as a principal contact on all facets of business travel including logistics compilation and preparation of briefing books and itineraries and coordination of meetings media events and/or speaking engagements. Process and reconcile travel vouchers and expenditure statements. Travel with the Director attend meetings and conferences and provide any required support to include driving the Director to same. Maintain complex schedule and calendar for the Director. Serve as principal point of contact for all external offices including other DoD entities the White House Congressional offices and private sector entities. Participate in regularly scheduled meetings with the senior leadership for Operational Test and Evaluation to discuss current events and the prudence of scheduled events and other related activities. Provide weekly updates on the Director's public events to various offices throughout DoD and the White House. Principal contact and liaison to internal and external agencies and provide responses to inquiries from the press media Congressional staff etc. These responsibilities are highly confidential and require broad and comprehensive knowledge of the organization its policies procedures and operations. Currently hold Top Secret and SCI clearances.

United States Department of Homeland Security

Executive Assistant to the Under Secretary for Science and Technology

Washington DC 20528 5/2004 to 8/2006

Executive Assistant Provided confidential support for the Under Secretary for Science and Technology with respect to his responsibilities for managing and directing programs that relate to national security programs. Executed special projects and assignments relating to the management and program operations of the office. These projects frequently involve sensitive and/or classified issues. Served as the principal point of contact on all facets of business travel including logistics compilation and preparation of travel briefing books itineraries and coordination of meeting media events and speaking engagements and as principal point of contact for all external offices including other DHS entities The White House Congressional offices and private sector entities. Participated in regularly scheduled meetings with the chiefs of

staff for Homeland Security and The White House personnel to discuss current events and the prudence and planning of scheduled events for the Secretary. Provided weekly updates on the Under Secretary's speaking events to various offices throughout DHS and the White House.

Piper Rudnick LLP

Verner Lupfert, Berhard McPherson & Hand Chartered

901 15th Street N W

Washington D C 20005 2301 6/2000 to May/2004

Executive Assistant Served as an Executive Assistant to the Managing Partner and the Director of Legislative and Federal Affairs. Responsibilities included organization of day to day activities with regard to hearings and activities in the Senate and House of Representatives on Capitol Hill, preparation of confidential correspondence to clients, maintaining calendar, screening telephone calls, scheduling appointments, making travel arrangements, preparation of financial reports, client billing data, Request for Proposals for prospective clients, processing travel vouchers and expenditure statements for billing and reimbursements, maintaining files, transcription of tapes and handwritten drafts, fixing independently planned menus, floral designs, etc. for catered functions.

Legal Secretary Provided legal secretarial support for a senior advisor for international trade and investment and an associate in the International Trade Group. Prepared documentation for international filings and other legal documents from taped and handwritten notes, maintained calendars, screened telephone calls and relayed messages, prepared client billing information, processed travel vouchers and expenditure statements, interaction with clients and other members of the International Group.

Camus & Maloney/Joseph Greenwald & Laake P A

6404 Ivy Lane Suite 400

Greenbelt Maryland 20770 8/1998 to 7/2000

Office Administrator/Paralegal/Legal Secretary

This heavy litigation position consisted of drafting, typing and preparation of all legal documents to include preparation of pleadings, discovery, Interrogatories, deposition indexes, briefs, contracts, bankruptcy and real estate documentation. Summarized and indexed discovery documentation. Maintained attorney's calendar, docket and confidential case files. Substantial client contact, conducted/attended interviews with clients in civil and criminal litigation matters, screened phone calls, relayed messages, responded to telephone inquiries, and acted as a conduit between attorneys and clients. Interfaced with opposing counsel relative to individual cases. Researched and interpreted reference material. Located expert witnesses. Compiled financial information to include escrow and general checking account statements, cash reports, billing, collections and expenditure statements. Served subpoenas, notarized documents and filed same with the Court. Prepared clients for Court proceedings and depositions. Note taking during depositions and trials. Negotiated settlements. Drafted demand letters. Obtained and reviewed medical records for personal injury claims. Monitored pending litigation deadlines. Ordered computer network equipment, office supplies, furniture, copiers, research materials, etc. Processed Candidate Review Applications for the Maryland Bar. Performed other duties as assigned.

Joel L. Katz, P A

2060 West Street

Annapolis Maryland 21401 10/1995 to 12/1997

Office Administrator/Legal Secretary

Office Administrator Overseeing office. Managed activities for legal, paralegal and support staff. Designed and implemented strategies which maximized employee potential. Fostered high ethical standards in meeting the firm's vision, mission and goals. Recruited, interviewed, hired and trained personnel. Monitored pending litigation deadlines. Prepared monthly and year end financial reports. Processed payroll for 50 employees and created employee policy manual. Ordered office supplies and research materials.

Legal Secretary Drafted and transcribed all legal documents. Heavy client contact, maintained calendar and confidential files. Handled details incident to the appearance of expert and fact witnesses for testimony. Assisted in trial preparation and review of cases. Assisted principal and clerical/administrative staff in preparation of trial exhibits. Demonstrated ability to learn legal terminology and follow guidelines.

Baltimore Gas & Electric

Calvert Cliffs Nuclear Power Plant (UE&C Subsidiary 12/89-12/90)

Lusby Maryland 20657 12/1989-6/1995

Administrative Assistant Provided administrative support for the Assistant General Supervisor of the Procedures Analyst and Technical Writers of the Mechanical Maintenance Procedures Upgrade Project. Composed, prepared and edited correspondence for internal and external communications. Prepared confidential data to include employee appraisals and candidate evaluation forms. Maintained supervisor's calendar, made all travel arrangements, coordinated meetings, schedules and itineraries to include catering, entertainment, etc. Maintained filing system for 400+ master procedures, screened telephone calls, prioritized work, headed several strategies improvement teams, processed payroll for 20+ employees, interviewed and supervised work study students, maintained reference library.

Renee La Fayette Attorney at Law

P O Box 2068

Prince Frederick Maryland 20678 10/1985-11/1989

Office Administrator/Legal Secretary/Paralegal

Oversaw the day to day management of practice. Assisted attorney in setting up a practice in real estate, domestic and criminal law. Maintained client files and typed all pleadings and other documentation for court proceedings. Notarized documents, interviewed clients, prepared cases for trial to include preparation of deposition indexes, exhibits, etc. Researched information pertinent to particular cases, maintained attorney's appointment and court calendar, prepared clients for depositions and scheduled same, screened telephone calls, heavy client contact and interaction. Prepared client billing, collections and prepared monthly financial reports. Prepared pleadings, transcribed depositions, interviewed clients and witnesses, assisted in trial preparation, performed legal research, notary functions, prepared case summaries and digest and indexed opinions, testimony, depositions and other trial documents.

Education

Old Dominion University Richmond VA ~ Paralegal Certificate

Maryland Investigative Institute Private Investigator Annapolis Maryland

Charles County Community College La Plata Maryland Related courses – Legal Ethics
Criminal Law Police Science Criminology Business Law

University of Maryland College Park Maryland Related Courses Benchmark Business and
Technical Writing and Proofreading

Computer Experience

PC Law and Carpe Diem for accounting and bookkeeping Microsoft Windows versions 5.0
through Windows 2003 Word Perfect versions 5.1 through 8.0 Harvard Graphics Easy Cad
Excel Lotus R Base Norms/Nucleus Oracle and Pionet Data Systems Westlaw Lexis and
Juris

RUSSELL CRANDALL

(b)(6)

ACADEMIC EXPERIENCE

Associate Professor Department of Political Science Davidson College Courses *International Politics Intellectual Foundations of American Foreign Policy United States Latin American Relations International Political Economy Latin American Politics Democracy Social Conflict and Security in the Andes Insurgencies and Counter insurgencies Latin American Political Novel* 2006—current

Assistant Professor Department of Political Science, Davidson College 2000 2006

Adjunct Professor, Johns Hopkins School of Advanced International Studies (SAIS) Courses *Latin American Economic Development Political Economy of Mexico Central America and the Caribbean Latin American Political Economy* 1999 2004

WORK EXPERIENCE

Visiting Fellow Center for American Progress Americas Program February 2007—current

Contributing Editor and Latin America book reviewer, *Survival* (published by the International Institute for Strategic Studies) March 2007—current

Contributing Writer The New Republic March 2007—current

Director for the Western Hemisphere The National Security Council (November 2004 July 2005) The position was supported through the Council on Foreign Relations *International Affairs Fellowship*

Special Assistant to the Deputy Director for Counter terrorism (J 5) The Joint Chiefs of Staff Fall 2004 The position was supported through the Council on Foreign Relations *International Affairs Fellowship*

Special External Advisor to the Assistant Secretary of Defense for International Security Affairs U S Department of Defense 2002 2004

Consultant Project The Social Safety Net in Colombia Issues and Options in the Face of Economic Shock The World Bank Washington DC 2001

Consultant United Nations Project on Restored Democracies 2000

Peru Country Analyst *Andean Competitiveness Project Center for International Development (Harvard University)* Lima Peru 2000

Colombia Human Rights Analyst *Catholic Relief Services* Quito Ecuador and Bogota Colombia 1997 1998

Fellow *Mexican Academy of Human Rights* Mexico City Mexico Summer 1997

EDUCATION

Ph D *with honors* International Relations **Johns Hopkins University (SAIS)** 2000

M A, *with distinction* International Relations and International Economics **Johns Hopkins University (SAIS)** 1997

B A, *summa cum laude Phi Beta Kappa* Government **Bowdoin College** 1994

BOOKS AND EDITED VOLUMES

The United States and Latin America after the Cold War (Cambridge University Press 2008)

Gunboat Democracy US Interventions in the Dominican Republic Grenada and Panama (Rowman & Littlefield 2006)

Russell Crandall Riordan Roett and Guadalupe Paz editors *The Andes in Focus Security Democracy and Economic Reform* (Boulder Lynne Rienner 2005) A Spanish language version will be published in 2007

Russell Crandall Riordan Roett and Guadalupe Paz editors *Mexico's Democracy at Work Political and Economic Dynamics* (Boulder Lynne Rienner 2004) (Published in Spanish by Editores Publishers in Buenos Aires Argentina as *La Democracia Mexicana en Marcha*)

Driven by Drugs United States Policy Toward Colombia (Boulder CO Lynne Rienner Publishers 2002) Second published in 2008

JOURNAL ARTICLES

Blow Hard Evo Morales Drug Problem *The American Interest* Winter 2008

Taking Root The Practicalities of Latin American Democracy *The National Interest* 83 Winter 2006

Adam Chalker and Russell C. C. C. One Man's Terrorist: Defining Terrorism in the Colombian Case *Bowdoin Journal of International Affairs* 2004

Bush, Clinton, and Plan Colombia *Survival* 43:4 Winter 2001/2002

Debating Plan Colombia (rejoinder) *Survival* 43:5 Summer 2001/2002

Explicit Narcotization: US Policy Toward Colombia During the Presidential Administration of Ernesto Samper (1994-1998) *Latin American Politics and Society* 43:2 Fall 2001

with Riordan Roett: The Advancing Political Economy of European Union-Mercosur Relations: United States Perspectives *Euro-Latin American Forum* Lisbon: Institute of International and Strategic Studies, November 1999

The End of Civil Conflict in Colombia: The Military, Paramilitaries, and a New Role for the United States *S&IS Review* 19:1 Winter/Spring 1999

with Riordan Roett: Confining Conditions: New Guidelines for Latin America's Leaders *Harvard International Review* 21:3 Summer 1999

with Riordan Roett: The Global Economic Crisis, Contagion, and Institutions: New Realities in Asia and Latin America *International Political Science Review* 20:3 July 1999

POLICY ARTICLES AND REFERENCE WORKS

The 49er *The New Republic* December 4, 2007

Gruff Bluff *The New Republic* April 20, 2007

Latin America's Shift to the Political Left *Strategic Comments* April 2006

Latin America and Western Civilization *In the National Interest* 3:5 May 2004

Gunboat Democracy *In the National Interest* 3:5 April 2004

Latin America's Populist Temptation *In the National Interest* 3:5 February 2004

Akilah Jenga and Russell C. C. C. Back to the Future: Populism and the Implosion of Democracy in Venezuela in *Venezuela am Scheideweg – Folgen der ersten Systemkrise des neuen lateinamerikanischen Populismus* (forthcoming)

Venezuela's Political Tempests: Can Chavez Weather the Storm? *Strategic Commentary* London: International Institute for Strategic Studies 8:4 2002

Bombs and Drugs litter Colombia's Road to Peace *Jane's Defence Weekly Terrorism and Security Monitor* June 2001

Ecuador Experiences its own Balloon Effect *Jane's Defence Weekly Terrorism and Security Monitor* April 2001

with Riordan Roett Brazil *Oxford Companion to Politics of the World* Edited by Joel Krieger Oxford Oxford University Press 2001

FARC Thrust into Terrorist Limelight After 11 September *Jane's Defence Weekly Terrorism and Security Monitor* March 2002

Terrorism in Peru *Encyclopedia of World Terrorism*

BOOK CHAPTERS

Latin America Slower Movement to the Left *Strategic Survey* London International Institute for Strategic Studies 2008

Retiression in the Andes *Strategic Survey* London International Institute for Strategic Studies 2005

New Complications in the Andes *Strategic Survey* London International Institute for Strategic Studies 2004

Disorder in the Northern Andes *Strategic Survey* London International Institute for Strategic Studies 2003

Insecurity in the Andes *Strategic Survey* London International Institute for Strategic Studies 2002

Beyond Plan Colombia A Theoretical Look at U S Policy in Colombia in Russell Crandall Guadalupe Paz and Riordan Roett co editors *The Andes in Focus Security, Democracy, and Economic Reform* Boulder Lynne Rienner 2004

The Impossible Trinity A Conceptual Analysis of Security and Democracy in the Andes in Russell Crandall and Riordan Roett co editors *The Andes in Focus*

Tackling the Paradox of Success Macroeconomic Stabilization in Mexico in Russell Crandall Guadalupe Paz and Riordan Roett eds *Mexico's Democracy at Work Political and Economic Dynamics* (Boulder CO Lynne Rienner 2004)

Mexico in the Age of Globalization in Russell Crandall, Guadalupe Paz, and Riordan Roett, eds. *Mexican Democracy Today: Political and Economic Dynamics* (Boulder, CO: Lynne Rienner, 2004)

Mexico's Changing Domestic and International Dynamics in *Latin America in a Changing Global Environment*, Edited by Riordan Roett and Guadalupe Paz (Boulder, CO: Lynne Rienner Publishers, 2003)

Latin America and the Western Hemisphere in the Age of Globalization in *Latin America in a Changing Global Environment*, Edited by Riordan Roett and Guadalupe Paz (Boulder, CO: Lynne Rienner Publishers, 2003)

OPINION EDITORIALS

Published numerous opinion pieces in newspapers such as *The Wall Street Journal* and *Christian Science Monitor*

BOOK REVIEWS

Published book reviews in journals such as *Survival*, *The SAIS Review*, *Latin American Politics and Society*, *Journal of Political and Military Sociology*, among others

AWARDS, RESEARCH GRANTS

International Affairs Fellow *The Council on Foreign Relations*, 2004-2005

Term Member *The Council on Foreign Relations*, 2006-2011

Davidson Student Government Outstanding Teaching Award, 2008

Omicron Delta Kappa Teacher of the Year Award, Davidson College, 2003

John D. and Catherine T. MacArthur Assistant Professorship, Davidson College (2001-2003). Two-year designation recognizes and supports a pre-tenure faculty member of outstanding promise

Doctoral thesis, "The Eagle and the Snowman: U.S. Policy Toward Colombia During the Presidential Administration of Ernesto Samper (1994-1998)", was nominated for the American Political Science Association's award for outstanding doctoral dissertation in international relations

William Foster Award, Given at graduation to the Johns Hopkins SAIS student who exemplifies leadership, service, and academic excellence (May 1997)

Todd Seabold Fellowship Given to a Johns Hopkins SAIS student for academic excellence (January 1997)

Johns Hopkins SAIS Doctoral Research Fellowship (1998 1999 2000)

LANGUAGES

Fluent in written and spoken (b)(6) reading knowledge of (b)(6)

SHARON CURCIO

(b)(6)

Professional Skills

Highly organized
Detail oriented
Self starter

Professional Experience

Office of the Secretary of Defense Pentagon 5 .

March 2001 to Present Confidential Assistant to The Special Assistant to the Secretary of Defense

Provide support to The Special Assistant to the Secretary of Defense including prepare personal and official correspondence coordinate travel manage appointments and schedules control and track incoming/outgoing Secretary of Defense correspondence

Office of the Deputy Secretary of Defense Pentagon 3 3

January 1997 to February 2001 Private Secretary to the Deputy Secretary of Defense

Provide direct support to the Deputy Secretary of Defense including prepare personal and official correspondence coordinate travel manage appointments and schedules ensure and assist in the effective operation of the Deputy's office

Office of the U S Trade Representative Executive Office of the President (Detailed) 3 > 3

May 1996 to December 1996 Confidential Assistant to the Chief of Staff to the U S Trade Representative

Supervisory duties Managed office for Chief of Staff coordinated schedule prepared correspondence and served as liaison with White House Congress and Department of Commerce

Office of the Secretary of Defense Pentagon - - 3

March 1995 to May 1996 Confidential Assistant to the Special Assistant to the Secretary of Defense

Supervisory duties Managed office for Special Assistant including coordinating schedule preparing correspondence and serving as liaison with White House Congress and other Department of Defense officials

Permanent Select Committee on Intelligence U S House of Representatives

February 1993 to March 1995 Principal Assistant to the Staff Director/Chief Counsel
Office Manager and Assistant Clerk

Supervised staff of six including hiring training scheduling and assisting in the determination of salary levels system administrator for Novell Network of 23 computers developed and implemented office procedures ensured proper functioning of all office equipment liaison with House support system personnel and vendors maintained all official Committee records and assisted Staff Director in planning and conducting all Committee functions

January 1991 to February 1993 Office Manager Assistant Clerk and Executive Assistant to the Chief Counsel

Supervised staff of six including hiring training scheduling and assisting in the determination of salary levels coordinated all foreign and domestic travel for Committee Members and staff including maintaining liaison with Department of State Department of Defense and intelligence agency officials as well as representatives of foreign countries for travel related purposes provided support to the Chief Counsel including maintenance of legislative records and legal publications and maintained all official Committee records

August 1977 to December 1990 Assistant Clerk and Executive Secretary to Chief Counsel

Assisted in the establishment of the Committee including the formulation of a records keeping system arranged all foreign and domestic travel for Committee Members and staff provided administrative support to the Chief Counsel

July 1975 to August 1977 Office of the Assistant General Counsel (Fiscal Matters) Office of the Secretary of Defense and Office of the Secretary of Defense (Comptroller)

Established and maintained office files and appointment records scheduled travel and composed responses to inquiries

June 1974 to July 1975 Federal Aviation Administration Atlantic City New Jersey

Maintained flight records and associated flight data and scheduled flight inspection crews

June 1969 to June 1974 First Army Headquarters Fort Meade Maryland

Routine secretarial and administrative duties including maintaining personnel records

Computer Knowledge and Training

Novell System Manager Training
Windows 95
Word Perfect 2000
Calendar Creator Plus
Microsoft Word 2000
Microsoft Outlook
On Time

References provided upon request

LOREN L DEALY

(b)(6)

PROFESSIONAL EXPERIENCE

House Armed Services Committee

April 2004 – present

Professional Staff—Communications Director

Established first ever communications operation for Committee Democrats. Developed forward looking strategy to advance the Chairman's strategic objectives. Created and maintain new Committee website. Currently build coalitions with multiple Member offices and congressional leadership. create informational materials for congressional media and public audiences. translate complex legislation into plain English formats. Coordinate all media and public aspects of Committee hearings, including highly publicized events with the Secretary of Defense and senior military officials. Coordinate press conferences, field press inquires, and pitch Members of Congress to all forms of media. Train and manage staff in committee press operations. (b)(6)

(b)(6)

Professional Staff—Homeland Defense

July 2005 – December 2006

Conducted staff level oversight of all homeland defense activities of the Department of Defense (DOD) including NORTHCOM, NORAD, border security, port security and the domestic disaster response during and after Hurricane Katrina. Coordinated Member review of DOD disaster response planning, both domestically and internationally. Drafted legislation and shepherded it through the legislative process.

Congressional Office of Representative Solomon Ortiz (D TX)

November 2002 – March 2004

Legislative Assistant/Legislative Correspondent

Tracked legislation on healthcare, housing and welfare through committee and floor proceedings, including the Welfare Reform Act of 2003 and Head Start reauthorization. Created system to organize and respond to all constituent inquiries and comments.

Neumann Rousel Public Relations Firm

Summer 2002

Houston, TX

Marketed a new book by one of the firm's partners for book signing events and speaking engagements with literary and political groups around the country.

POLITICAL EXPERIENCE

Veterans for Obama Democratic National Convention

August 2008

Denver, CO

Worked with campaign's veterans outreach group to promote visibility of Next Generation Veterans, Senior Retired Military Officers and Blue Star Families to various media outlets. Coordinated interviews on radio row, created media advisories for week's events, successfully pitched stories to defense trade publications and national print media, and assisted with group logistics throughout the week.

Congressional Campaign for Joe Sesiak

November 2006

Philadelphia, PA

Helped organize press events in final run up to election day. Assisted in coordinating main election night event with significant national media attention.

FELLOWSHIPS

Truman National Security Project

June 2008 – present

Truman Security Fellow

Accepted into a year long fellowship program bringing together a nationwide network of progressives who share a common philosophy with President Truman regarding the need to use all elements of national power in order to truly secure our nation.

EDUCATION

Georgetown University, September 2007

Masters in Public Policy (MPP)

Concentration: Policy Communications

Princeton University, June 2002

B.A. Sociology

Minor: Latin American Studies

OVERVIEW

Over the past six years, Nira Desai has excelled as a marketing and communications expert, specializing in building relationships and delivering results. She is experienced in both the corporate world and political campaigns. She combines the ability to manage large teams and synthesize complex issues to execute plans towards specific goals and objectives.

EXPERIENCE

Presidential Inaugural Committee, Talent Liaison, Washington, DC **Dec 2008 – Jan 2009**

- Oversaw and managed 20 entertainers and celebrities for the Kids' Inaugural: We Are the Future concert for military families
- Liaised with US Secret Service, finance, advance, press and event teams to coordinate band performances for the Kids' Inaugural and Midwestern Ball
- Managed entertainment for Inaugural Finance Committee (IFC) Welcome Reception for 1,700 high-level donors

Barack Obama's PA Campaign for Change, Deputy Scheduling Director, Philadelphia, PA **Aug 2008 – Nov 2008**

- Co-managed over 300 surrogate trips, including President Barack Obama and First Lady Michelle Obama, Vice President Joe Biden and Dr. Jill Biden, Secretary Hillary Clinton, Senator Russ Feingold and Senior Advisors Valerie Jarrett and Michael Strautmanis
- Managed teams of 30 political, field, constituency and communications staff to strategically place surrogates to further overall campaign goals and messaging
- Coordinated and managed an 8-day bus tour across Pennsylvania for Governor Ed Rendell, resulting in 1,200 GOTV shift sign-ups
- Produced a voter education block party with guest speakers Jay-Z, Diddy and Mary J Blige for 5,000 attendees in a low turnout neighborhood
- Developed briefing documents for all surrogates that included analysis of the state of the race, field perspectives and organizational talking points

Jack Morton Worldwide, Strategic Planner, New York, NY **Feb 2008 – Jul 2008**

- Founding member of the New York office Strategic Planning Practice; trained 120 staff on new processes
- Managed and implemented overall strategic direction of projects, including research analyses, creative debriefs, and measurement plans
- Co-developed creative platform and metrics for \$20 million Medco Customer Experience Center

Jack Morton Worldwide, Account Manager (Account Executive, Account Coordinator) **Oct 2004 – Jan 2008**

- Maintained and organically grew \$3.2 million annual sales (\$1 million revenue) for clients including IBM, MasterCard, Nokia, Pizza Hut, PricewaterhouseCoopers and UBS
 - MasterCard Worldwide – Trade Show Audit: Performed audit on 115 MasterCard trade shows; developed strategic plan and guidelines to ensure effectiveness of brand message and ROI for each trade show investment
 - Nokia – N95 Product Launch in Mexico City and Chicago: Created press-focused events for tech early adapters to promote launches of Nokia Nseries devices in key target markets; resulted in a 24% drive to retail in Chicago market
 - IBM – India Town Hall Meeting in Bangalore, India: On-site support for meeting of 19,000 IBM employees across India; on-site producer for event flow and logistics of catering hall for 10,000 attendees on day of event
- Managed and organized teams of up to 15 people, including creative, production and technical staff in pre-production and on-site
- Wrote and edited 200 proposals and project plans, including brand strategies, creative concepts, staffing/execution plans and budgets

UBS Investment Bank, Derivatives Regulatory Analyst, London, United Kingdom **Sep 2003 – Aug 2004**

- Established working relationships with 50 international clients, agent banks and hedge funds to resolve trade settlement breaks
- Managed and trained six new joiners on claims and trade settlement investigations, as well as IT systems
- Implemented process improvements to prevent settlement failures, leading to a 27% reduction in erroneous breaks

EDUCATION

Modules of Certificate in International Business, University of Cambridge, Cambridge, United Kingdom **Aug 2004**

- Managing Teams and Managing Information Modules, Merit

B.S. in Marketing and B. A. in Government and Politics, University of Maryland, College Park, MD **May 2003**

- Dean's List; Gates Millennium Scholar; Omicron Delta Kappa – Top Ten Freshman Award and Spring 2003 Initiate
- American University of Rome, Study Abroad (Fall 2002)

ASSOCIATIONS

- Civic Theatre of Allentown, Marketing Consultant Nov 2008 – present
- Interpublic Group of Companies (IPG) – Women's Leadership Network, Events Committee Mar 2007 – Jul 2008
- American Association of Advertising Agencies (AAAA) – Multicultural Advertising Internship Program Alumni Association, Director of Events Aug 2005 – Jul 2007

Sarah Detzner

(b)(6)

An innovative problem solver with experience communicating persuasively and effectively with people from highly varied backgrounds. Ability to work in high pressure situations and adjust quickly in new environments.

Political and Non-profit Experience

Office of Congresswoman Dana Titus (D-NY) Washington, DC

Sept. 2009-Present

Intern

Sorts, processes, and tracks office correspondence as well as assisting with a variety of administrative tasks. Communicates with constituents regarding their concerns, opinions, casework needs, and other business with the Congresswoman.

Obama for America Campaign

General Election Assignments Georgia, North Carolina

Aug-Nov 2008

State Policy/Research Director Georgia Responsible for tailoring the Obama campaign's policy message to the state of Georgia. This role included researching and drafting field scripts, op-eds, fact sheets and briefing memos on a variety of policy topics, as well as acting as a policy surrogate handling communications with the campaign's Policy Committees and briefing staff and surrogates.
Scheduler North Carolina Responsible for matters pertaining to speaking activities in North Carolina by surrogates for Sen Obama based in-state, including locating/screening events as well as surrogate assignments and briefings.

Primary Assignments Iowa, Minnesota, Ohio, Indiana, and Chicago

Sept. 2007-Aug. 2008

Writing Team Member Policy Department Responsible for investigating potential members of campaign policy committees and assisting the Policy Coordinator with a variety of related tasks.
Constituency Outreach Coordinator Responsible for creating and implementing outreach plans including meetings, events, relationships with leaders, and get-out-the-votes/vote efforts directed toward the Peace, Arab American, Muslim American, African (immigrant), and other minority communities in Iowa, the African (immigrant), Latino, Asian American, and Muslim American communities in Minnesota and central Ohio, and faith communities in Indianapolis. Supervised and directed outreach deputies, interns, and volunteers.
Political Assistant Acted as primary assistant to the Iowa Senior Political Advisor and Political Director including arranging and attending political meetings, creating briefings, and drafting relevant correspondence on behalf of the Iowa Political Staff and Senator Obama.

NDI (National Democratic Institute)

Project Assistant, Lebanon, Jordan, and DC Offices Beirut, Lebanon, Amman, Jordan & Washington, D.C.

Sep. 2006-June 2007

Analyzed the in-country political situation, briefed local staff, and submitted reports to NDI headquarters. Responsible for supporting and following up on activities toward civil society strengthening, political party building, and women's political participation programs, as well as representing the Institute at relevant events. Coordinated logistics and created briefing materials to prepare staff for program activities, meetings, trainings, and workshops.

MEPI (Middle East Partnership Initiative) US Embassy in Abu Dhabi, United Arab Emirates

June-Aug. 2005

Intern, U.S. State Department

Represented the embassy at public diplomacy events, helping to explain US goals to Emirati citizens. Designed a database for and researched the status of MEPI programs in various nations. Analyzed regional developments in the Gulf and briefed Embassy staff.

Education

Macalester College, St. Paul, MN

Bachelor of Arts 2006 (b)(6)

Major: Political Science, co-major specializations in Global Political Economy and Middle Eastern Affairs.
Honors Thesis: More Things in Heaven and Earth: Comparing Democratization in Egypt, Saudi Arabia and Bahrain.

Skills

Basic conversational ability in Arabic (Egyptian and Lebanese dialects).
Past "Secret" level security clearance, extensive web-researching experience, and familiarity with MS Office, Internet, Quorum, Outlook, Access, Voter Activation Network (VAN), SharePoint, Quickbase, Lists-News, Contact, and Joomla web-page design/content management. Ability to master new programs quickly.

Michelle C Dominguez**Experience***January 2008 – Current**Senior Legislative Assistant Congressman Chet Edwards (TX 17) Washington DC*

- Advise Member on the following legislative issue areas: defense, foreign affairs, veterans, budget, small business, education, financial services, banking, government reform, health care, housing, social security, taxes, welfare
- Manage requests for appropriations bills, act as liaison between Chairman's personal office and Military Construction and Veterans Affairs subcommittee staff
- Prepare and staff Member for all Budget and relevant Appropriations Committee hearings and briefings, develop background materials, Address constituent concerns through meetings, speeches, letters, and phone calls, help develop and clarify Congressman Edwards' message to constituents
- Establish and maintain relationships with key committee staff and executive branch organizations
- Significant accomplishments include: Passing legislation to ensure in-state tuition for military-connected children, Successfully facilitating relocation of Airborne Infantry Army National Guard unit to TX 17, Developed Recovery Act tracking system and publicly accessible job creation map

*October 2006 – December 2007**Legislative Associate Grisso Consulting Group LLC Washington DC*

Research and track legislation for clients including TriWest Healthcare Alliance, National Children's Hospital Association, Children's Medical Center of Dallas, March of Dimes Birth Defect Foundation, Immunosuppressive Drug Coverage Coalition, Roche Pharmaceuticals. Advocate client issues with Members of Congress and staff

Initiate and participate in client meetings with Congressional members, Executive Branch agencies and their staff members, as well as political fundraisers and events

*Spring Semester 2006 Internship**House Committee on Veterans Affairs*

Assist in the preparation of background materials for subcommittee and full committee hearings

Develop summary documents and press distribution lists for committee use

Assist the full committee and the subcommittees on various projects, including proposals for updates to legislation and edits to witness testimony

*October 2003 – October 2006**Education Coordinator American Immigration Lawyers Association Washington DC*

Assist in the development of update and training programs for membership of over 10,000 immigration attorneys on immigration law and relevant Capitol Hill issues

Coordinate program and logistical issues for twelve conferences and twenty teleconferences yearly, as well as lobbying activities for association membership

Education

MPP (Master Public Policy) George Mason University December 2007

Relevant Coursework: Policy and Program Evaluation, Financial Policy and Process, Managerial Economics and Policy Analysis, Business and Professional Writing

BA Virginia Polytechnic Institute & State University May 2003

Major: Interdisciplinary Studies

Concentrations: Political Science and Communications

Senior Project: Negative Advertising in Political Campaigns

Summer Session 2001: Study language and culture at Universidad Sampere in Madrid, Spain

Other

Participant Congressional Security Scholars Truman National Security Project Educational Institute Fall 2010

Volunteer Virginia Campaign for Change 2008

Volunteer Jim Webb for Senate Campaign October – November 2006

VISHAL D. DOSHI

(b)(6)

WORK EXPERIENCE

Department of Defense

Special Assistant to the Principal Deputy Under Secretary of Defense for Acquisition, Technology & Logistics

Washington, DC
June 2010 to present

- Developed an integrative acquisition strategy for the Army's BCT and the JTRS GMR program.
- Participated on a task force aimed at enhancing national security through space capabilities.
- Provided insight and advice to the Army's Network Strategy working group, including participating on a task force aimed at improving Defense acquisition of tactical radios.
- Directly supported the DASD(PSA), DASD(SI), and DASD(C352) in their role as OIPT leads in the acquisition process.
- Coordinated communications for the "Better Buying Power" initiative to make acquisition more efficient.

Federal Communications Commission

Government Performance Analyst, National Broadband Task Force

Washington, DC
September 2009 to June 2010

- Coordinated and led meetings with diverse stakeholders throughout government and the private sector.
- Developed and drafted Government Performance chapter of the National Broadband Plan, with policy recommendations for leveraging broadband to improve government performance.

Executive Office of the President

Confidential Assistant to the U.S. Chief Information Officer

Washington, DC
February 2009 to September 2009

- Supported and represented the U.S. CIO's efforts to implement the President's technology agenda.
- Developed communications strategy for initiatives, including Data.gov and the IT Dashboard.
- Assisted in preparation of official documents (Congressional testimony, budget documents, policy memos).

Obama for America

Online Ads Operations and Analytics Manager

Chicago, IL
January 2008 to December 2008

- Worked on all online-marketing-driven fundraising and voter contact efforts.
- Conducted analytics and implemented optimizations to meet direct-response metrics.

MIT Laboratory for Information and Decision Systems

Sandia Fellow in Engineering Systems

Cambridge, MA
August 2005 to January 2008

- Researched novel compression algorithms and their applications to privacy in databases.
- Published in four conference proceedings and presented at three conferences.
- "Functional Compression through Graph Coloring," with D. Shah, M. Médard, M. Effros, published in *IEEE Transactions on Information Theory* (August 2010).

EDUCATION

Massachusetts Institute of Technology

Master of Science in Technology and Policy, February 2008

Master of Science in Electrical Engineering & Computer Science, February 2008

Thesis Focus: Information theory, privacy, and security

Cambridge, MA

(b)(6)

University of Illinois at Urbana-Champaign

Bachelor of Science in Electrical Engineering, High Honors, May 2005

Bachelor of Science in Mathematics, Cum Laude, May 2005

Thesis Focus: Telecommunication systems

Urbana, IL

(b)(6)

INTERESTS

Foreign languages (conversant in (b)(6) basic fluency in (b)(6) basic knowledge of (b)(6) computers and other advanced technologies, politics, prose.

AWARDS

Sandia Fellowship for Engineering Systems (2005-2007)

Vodafone Scholarship for Telecommunications Systems (2004-2005)

First Place in Undergraduate Mathematics Contest (2004)

James Scholar in Engineering (2002-2005)

TANISHA R. DOZIER

(b)(6)

PROFESSIONAL EXPERIENCE

PRESIDENTIAL INAUGURAL COMMITTEE

Financial Operations, Accounting Lead

Washington, DC
12/08 – Present

- Assisted with developing organization-wide accounting policies and procedures.
- Oversaw the initial launch of the committee's general ledger.
- Managed the accuracy and productivity of day-to-day activities of accounts payable, cash disbursements and cash receipts including personnel.
- Maintained all facets of the accounting cycle – financial reporting, general ledger, bank reconciliations, journal entries, and keeping an overall accurate audit trail.
- Provided daily trouble-shooting to internal and external clients for accounting related issues.

OBAMA FOR AMERICA

Financial Operations, Reconciliation Specialist

Chicago, IL
07/08 – 11/08

- Acted as a liaison between the accounting and budget team to ensure credit card spending was accurately tracked and recorded in the general ledger.
- Responsible for reconciling daily credit card activities for nearly 15 campaign credit cards with an average daily spending of \$500,000 to nearly \$9 million monthly, to multiple documentation sources.
- Investigated and resolved any credit card payment discrepancies to ensure billing accurately reflected spending and/or approved amounts.
- Assisted with compliance procedures which included "vetting" high dollar donors to ensure compliance with FEC regulations and campaign standards.

Field Operations, Reconciliation Specialist

Raleigh, NC

- Managed the GOTV budget and spending.
- Managed the flow, execution and budgetary approval of 100+ leasebacks for GOTV staging locations.
- Provided rapid Election Day security and operational problem-solving for 100+ field offices and staging locations.

RSM MCGLADREY

Risk Management, Senior Associate

Chicago, IL
03/07 – 07/08

- Developed internal audit and Sarbanes Oxley compliance programs for small to medium-sized organizations within the manufacturing industry including Alliance, Poindexter, Tootsie Roll, Monosol, and NAMCO.
Illustrative accomplishments:
 - *Alliance*: Identified design deficiencies in existing internal controls and developed recommendations for corrective action resulting in a substantial reduction of inventory write-offs for the company.
 - *Monosol*: Completed full risk assessment in preparation for client's IPO. Provided management strategies for establishing a "tone-at-the-top" principle to support an ethical business environment.
 - *NAMCO*: Guided this \$80 million US-based Japanese subsidiary in its Japanese legislation compliance efforts.
- Determined areas of business risk, potential technical problems, and opportunities to improve efficiency and profitability in client organizations.
- Conducted all facets of internal audit engagements including planning, execution, report preparation, and communication of process improvement recommendations to clients.
- Identified financial and regulatory risk within client organizations in an effort to reduce risk exposure to an acceptable range.
- Pursued and developed new client relationships to generate additional revenue for the firm.

PROTIVITI

Senior Consultant

Chicago, IL
07/05 – 03/07

- Assisted in the development and execution of audit plans to ensure Sarbanes-Oxley compliance for Fortune 500 companies in various industries. Clients included Hospira, Accenture, GMAC, and Komatsu.
Illustrative accomplishments:

- *Hospira*: Led multiple teams of consultants in Sarbanes Oxley control testing as well as an internal audit project. Independently performed a full review of account payable transactions to identify duplicate payments and fraudulent activity. Recovered over \$100,000 in funds.
- *Accenture*: Successfully navigated cultural and linguistic obstacles while conducting remote testing of Sarbanes Oxley controls for the company's Asian and Australian divisions.
- *GMAC*: Member of a team that reviewed loan securitization process. Solely responsible for ensuring the proper accounting treatment of loan transactions.
- Led teams of 4-6 consultants in documenting and evaluating corporate accounting controls to identify exposure to operational and financial risk.
- Helped clients streamline monthly, quarterly and annual accounting close processes resulting in increased efficiency and accuracy and a reduced cost structure.

SEARS ROEBUCK & CO.

Hoffman Estates, IL
05/03 – 07/05

Auditor I-Finance Team

- Audited the accounting and financial data of corporate departments to ensure accuracy and compliance with Federal and SEC Regulations and Industry Standards.
- Assisted in the development of the Annual Audit Plan by identifying potential financial and operational opportunities for improvement.
- Performed risk assessments to identify key financial contributors and business controls.

Merchandise Planning Intern

- Evaluated sales and stock levels to ensure maintenance of appropriate store inventory levels.
- Assisted in the sales forecasting, budgeting and purchasing process for the spring 2004 season.
- Aided in the selection and allocation of merchandise by climatic zones.

EDUCATION

HAMPTON UNIVERSITY

Hampton, VA
2000-2004

Bachelor of Arts in Finance

Leadership/Activities: Founding Committee Member of Financial Management Association, Chairperson for the Inaugural Financial Management Association Banquet, Student Union Board, Investment Club.

CIVIC AFFILIATION AND VOLUNTEER ACTIVITIES

Treasurer: Chicago Hampton Alumni Association.

Mentor: UMOJA Student Development Corporation.

Volunteer: Mental Health America Illinois; Citywide Tax Assistance Program, Chicago Deputy Voter Registrar.

Member: International Institute of Internal Auditors; National Association of Black Accountants.

Emilie P Duncan

(b)(6)

Education

Bachelor of Arts in Political Science
University of Missouri Columbia
Anticipated graduation in May 2006

Work Experience

Intern *Office of Governor Matt Blunt Constituent Services* Jefferson City Missouri
Summer 2005

Improved Governor's Office Internship Program by designing a new application process and opening lines of communication with University of Missouri Columbia staff by providing information to recruit students for internships
Efficiently catalogued constituent correspondence and generated responses on behalf of the Governor

Intern *White House Office of Public Liaison* Washington DC
August 2004 December 2004

Coordinated daily and long term scheduling correspondence and travel arrangements in addition to day to day office tasks for Tim Goeglein (Special Assistant to the President and Deputy Director of Public Liaison)
Communicated with White House staff and outside organizations to organize briefings

- Assisted White House staff in the organization and execution of Presidential events

Conference Registration Coordinator *Christ in Youth* Joplin Missouri
Summer 2003 & 2004

Coordinated the registration of over 20 000 conferees for 19 conferences on university campuses across the United States

Administrative Assistant *Student and Auxiliary Services Human Resources* Columbia Missouri
August 2003 Present

Professionally represented organization to public and efficiently maintained personnel database for 300+ employees

Additional Volunteer & Leadership Experience

Campus Chapter Leader *Students for Saving Social Security* University of Missouri Columbia Chapter
Spring 2005 – Present

President *Mizzou Justice for All* (a pro life student organization) University of Missouri Columbia Missouri
August 2003 2004

- Lead the recruitment and coordination of 175 members and hosted the Justice for All Exhibit (JFA) on the MU campus
- Organized a successful fund raising campaign for the JFA exhibit and raised over \$16 000 to fund the exhibit
- Managed five officers in an extensive public relations campaign in Columbia area arranged set up and take down of the large exhibit provided accommodations and meals for JFA staff and maintained a positive relationship with University officials

Leadership Team *Mizzou Christian Campus House* University of Missouri Columbia Missouri
Fall 2003 – Present

Ladies house supervisor (2005) lead mission trips to Mexico planned events coordinated childrens ministry (Winter 2005)
volunteered at local nursing center

Member *Young America's Foundation & Intercollegiate Studies Institute* University of Missouri Columbia Missouri
2002 2003

- University of Missouri chapter delegate to the West Coast Leadership Conference in 2002

Volunteer Bush/Cheney 2000 & 2004 Senator Jim Talent 2002 Boone County Republican Headquarters 2002

Stephen Dunwoody

(b)(6)

OBJECTIVE

Currently relocating to Washington DC, while seeking a position to bridge interest in business and government affairs with background in finance, political outreach and export promotion.

SKILLS SUMMARY

- Goal-oriented professional with background in helping to build strong relationships within the political, government and business community
- Disciplined leadership abilities while possessing the interpersonal communication skills to work on a team in the most demanding of environments both in the U.S. and abroad
- Self-motivated and proactive in the completion of tasks and assignments to include research and client/customer service oriented activities

EXPERIENCE

UNITED STATES AIR NATIONAL GUARD, 1/2003-Present

Financial Management Specialist, 200th Red Horse Squadron, Camp Perry, Port Clinton, Ohio

- Serve as installation financial representative utilizing sophisticated government accounting systems to process numerous payroll and travel reimbursements for three hundred personnel
- Ensure accurate, routine submittal of accountable documents that impact pay, providing financial relief for customers

Deputy Comptroller, 557th Engineering Red Horse Squadron, Camp Taji, Iraq

- Assisted in the maintenance of squadron financial operations during six-month service in Iraq, managing an account containing over \$4,000,000 with full accountability for government funds
- Facilitated \$600,000 in contract payments; performing customer service duties for Iraqi vendors and international contractors with 100% accuracy in completion of the organizational mission; providing stimulus for the local economy

OBAMA FOR AMERICA, 6/2007-11/2008

Deputy Constituency Outreach Director, Detroit, Michigan

- Managed the day-to-day operations of nine-member staff in executing effective outreach plan to key groups throughout the state
- Co-designed and implemented outreach plan aimed at building relationships via arranging activities with various constituency groups that helped augment support in key targeted areas, as well as aid in maximizing voter turnout

Veterans Outreach Director, Philadelphia, Pennsylvania

- Coordinated outreach efforts to 1.2 million Veterans in the state, by effectively utilizing grassroots organizations to build support and host events aimed at persuading voters

Field Organizer, Iowa, Nevada, Washington, Ohio, Pennsylvania, Indiana, Kentucky

- Recruited, trained and coordinated volunteers in various activities including phone and door-to-door canvassing to increase the campaign supporter base in the lead up to seven primary elections

UNITED STATES COMMERCIAL SERVICE, 6/2006-8/2006

Commercial/Trade Specialist Intern, American Embassy, London, United Kingdom of Great Britain

- Planned, organized and served as liaison in meetings between American and British business leaders, seeking partnerships; efforts aided to promote exportation
- Researched various industries within the United Kingdom, helping businesses from the United States to gain further insight into the European marketplace
- Represented American commercial interests while attending a major international air and trade show; conveyed to numerous business leaders the unique services of the U.S. Commercial Service; aiding in attracting new business clientele

KENT STATE UNIVERSITY BUDGET OFFICE, 1/2003-6/2003

Student Assistant Budget Analyst, Kent, Ohio

- Analyzed important data used in budget projections for future fiscal year departmental allocations
- Assisted in review of various program expenditures, aiding to cut and balance the University budget
- Prepared financial-spreadsheets to express budget targets for review by the Budget Director and key officials

EDUCATION

KENT STATE UNIVERSITY 2006

B.A. Political Science International Relations concentration

Kent Political Union Founder and Past President Model NAACP Summit Washington D.C. Student Delegate

UNITED STATES AIR FORCE FINANCE AND ACCOUNTING SCHOOL 2003

Financial Management Certificate Sheppard Air Force Base Wichita Falls Texas

Craftsman Level Certification

OTHER

Languages Skills (b)(6)

Computer Skills Proficient in Excel PowerPoint Microsoft Word

(b)(6)

James Peter Eby

(b)(6)

BAR MEMBERSHIP California, 2002

EXPERIENCE

Obama for America, Inc., Chicago, IL

Member of the National Advance Staff, July 2007 to November 2008

Traveled nationally to advance and organize public events for Senators Obama and Biden. Worked on designing nationally televised speeches and rallies, as well as smaller more intimate events.

Morrison & Foerster, LLP, San Francisco, CA

Contract Attorney, August 2006 to April 2007

Worked on corporate internal investigations regarding possible securities fraud. Reviewed corporate documents for information pertinent to options backdating by corporate executives and helped prepare supervising attorneys for witness interviews and board of directors meetings.

Simon & Partners, LLP, New York, NY

Associate, 2004 -2006

Hired to work on a securities fraud case involving a Fortune 500 company. Reviewed corporate documents for information pertinent to a white collar criminal defense case, performed legal research, and helped prepare the lead attorneys for trial.

Kerry-Edwards, 2004, Inc., Washington, DC

Associate Deputy Director of Advance, April - November 2004

Started the campaign as a traveling advance staffer advancing trips and public events for Senator Kerry. Moved to campaign headquarters and coordinated travel arrangements for the traveling advance staff of the Kerry-Edwards Presidential Campaign. Assisted in managing assignments for advance teams, budgets for campaign events, and the traveling advance staff payroll.

Office of the Pardon Attorney, Dept. of Justice, Washington, DC

Legal Intern, February - September 2001

Summarized petitions for pardons and commutations received by the White House from people who wished to receive Presidential clemency.

District Attorney's Office, San Francisco, CA

Intern, 1996 -1998

Worked with the gang task force. Proofread witness interrogation transcripts. Prepared subpoenas and documents for discovery. Prepared visual displays for trial.

EDUCATION

Georgetown University Law Center, Washington, DC

Juris Doctor, May 2002

Student Bar Association, Vice President, 2001-2002

University of California, Berkeley, Berkeley, CA

Bachelor of Arts in History, May 1999

JAMIE E. ECKERT

(b)(6)

(b)(6)

EXPERIENCE

Obama for America, Clermont and Brown Counties, Ohio

2008

Field Organizer/GOTV Coordinator (General Election)

- Mobilized over 100 volunteers across two counties; managed 9 and 5 point shifts from the 2004 Election in Appalachian counties considered Republican strongholds
- Managed six micro-offices on Election Day; procured staging locations and inventory control and distribution for two organizer turfs

Obama for America, Pittsburgh, West Virginia, Cincinnati, Ohio

2008

Field Organizer (Primary Election)

- Activated local volunteers for the Primary Elections and recruited 30 interns from across the country

Oxford Pediatrics, Oxford, Ohio

2006 - 2008

Medical Assistant

- One of two people responsible for establishing the practice's third office in Ross, Ohio; obtained patients' histories and vitals and basic diagnostic procedures, assisted patients with services and billing

Community Counseling and Crisis Center, Oxford, Ohio

2004 - 2008

Hotline Operator and Overnight Staff

- Answered crisis and suicide calls, managed multiple callers and triaged calls as needed; mentored trainees

Oxford Swim and Dive Team, Oxford, Ohio

Summer 2005, 2006, 2007

Assistant Swimming Coach, 2005 and 2006; Head Coach, 2007

- Led seven-member coaching staff; managed over 100 swimmers, age 4-19; 2008 conference Champions

Tutoring Services, Oxford, Ohio

2006 - 2007

- Tutored High School Chemistry and Geometry; College Chemistry, Anatomy/Physiology, Conversational Spanish

EDUCATION

The George Washington University, Washington, DC

Expected Graduation Date: May 2011

Masters: Public Health Concentration: Health Policy

University of Virginia, Valencia, Spain

Semester Abroad, Fall 2005

Hispanic Studies Immersion Program

Miami University, Oxford, Ohio

Bachelor of Arts with Honors, May 2007

Major: Spanish Concentration: Pre-Medicine

Margaretta High School, Castalia, Ohio

Valedictorian and Honors Diploma, (b)(6)

U.S. Army Reserve National Scholar-Athlete Award

ACTIVITIES

(b)(6)

CERTIFICATIONS AND SKILLS

- (b)(6) Microsoft Office Proficiency, CPR Certification for Healthcare Professionals, Lifeguard Training and First Aid

CHRISTOPHER J. FILICIELLO

(B)(6)

EDUCATION

UNIVERSITY OF KENTUCKY

B.A. in Integrated Strategic Communications (Public Relations)

Member of UK Advertising Team awarded first place in a American Advertising Foundation competition, 2004

Lexington, KY

Degree Received May 2004

WORK EXPERIENCE

THE WHITE HOUSE, MANAGEMENT AND ADMINISTRATION

Deputy Associate Director

- Administrator of parking logistics for over 700 White House contractors
- Direct liaison between the U.S. Secret Service and White House staff concerning parking issues
- Overseer of distribution, documentation, and security of all presidential trinkets and jewelry
- Manager of photo-jumbo frames, Metro subsidy requests, and POB access cards

Washington, DC

October 2006 - Present

U.S. DEPARTMENT OF LABOR, OFFICE OF THE SECRETARY

Public Liaison Staff Assistant (Schedule C Political Appointment)

- Researched and drafted briefing papers for Secretary Elaine L. Chao and senior staff
- Created and managed a strategic calendar of events for suggested Secretarial travel
- Represented the Department at interagency meetings and outreach events

Washington, DC

June 2005 - October 2006

INTERAGENCY HURRICANE KATRINA RELIEF, DETAIL

Assistant to FEMA Public Information Officer & Region Six Spokesman

- Coordinated for daily press conferences for domestic and international media, and escorted reporters on site visits

Baton Rouge, LA

September 2005

55TH PRESIDENTIAL INAUGURAL COMMITTEE

Events Volunteer

- Served as Personal Assistant to the Site Manager of the Inaugural Military Gala, Serving Those Who Serve
- Managed VIP room for Special Inaugural Ball guests and operated as a first point of contact for Inaugural invitees

Washington, DC

December 2004 - January 2005

REP. TOM FRENEY (R-FL)

Capitol Hill Intern

- Led tours of the Capitol, drafted letters to constituents, and prepared research for legislative staff
- Provided support in constituent communications

Washington, DC

December 2004 - March 2004

COLLEGE REPUBLICAN NATIONAL COMMITTEE

Field Representative

- Directed recruitment and mobilization of over 1,753 youth volunteers who provided extensive support to the Bush-Cheney 2004 campaign in Pennsylvania, including phone banks, door to door, and rallies
- Managed hundreds of volunteers in grassroots activities; and trained student leaders in political technology
- Liaised between campaigns, the CRNC National Headquarters, and 11 College Republican chapters

Philadelphia, PA

August 2004 - November 2004

U.S. DEPARTMENT OF DEFENSE, MARINE CORPS HEADQUARTERS

Public Affairs Intern

- Provided support to the Marine Corps Spokesman; invited to return for a second summer

Washington, DC

Summer 2002 & 2003

LEADERSHIP

GEORGE ALLEN FOR SENATE (R-VA)

Grassroots Coordinator (Volunteer)

- Recruited several hundred new volunteers and personally coordinated weekly for their participation in activities
- On own initiative, recruited and coordinated logistics for over 20 Young Republicans from Arlington County to travel to Virginia Beach, VA to campaign on behalf of Senator George Allen and Congresswoman Thelma Drake
- Assisted the Republican Party of Virginia Northern Virginia Field Director in event planning and coordination

Arlington, VA

June - November 2006

ARLINGTON-FALLS CHURCH YOUNG REPUBLICANS

Grassroots Coordinator

- Recruited volunteers in support of local Republican candidates; trained activists to be more effective
- Organized a Young Republican Volunteer Night every Tuesday at AF in for Senate Headquarters for meetings

Arlington, VA

June 2006 - Present

ERRIE FLETCHER FOR GOVERNOR & ALICE FORGY KERR FOR CONGRESS (R-KY)

Campaign Volunteer

- Mobilized over 70 72-Hour Task Force volunteers for Sen. Alice Forgy Kerr for Congress
- Led over 25 students in 72-Hour Task Force activities for Dr. Errie Fletcher for Governor

Lexington, KY

Spring 2004 & Fall 2003 & 2004

THE LEADERSHIP INSTITUTE

Youth Leadership School

- Studied how to establish, coordinate, and grow successful, campaign-oriented organizations on college campuses

Washington, DC

Completed Summer 2003 (3 Days)

CHRISTOPHER T. FINAN

(b)(6)

Summary of Qualifications

- Strategic policy advisor – reported directly to Multinational Force – Iraq Commanding General, Government of Iraq leaders, senior US government officials and members of Congress with intelligence and counterterrorism analysis.
- Decorated combat leader – proven record of accomplishment leading soldiers in combat and managing executive-level initiatives for strategic effects.
- Polished verbal and written communicator – comfortable writing and discussing complex issues to senior executives of the US government, corporate executives and national media.

Overview of Professional Experience

Human Terrain Analysis Program Manager

March 2009 – Present

- Direct operations support and training for deployed teams, briefing program efforts to Army leadership, coordinating technology development to enable knowledge management and information sharing with external agencies.

National Security Strategic Consultant

October 2007 – February 2009

- Founded consulting company to provide national security expertise to aid corporate executives in strategy and business development. Directed federal business development for multinational telecommunications technology firm.

Veterans Surrogate for Obama Presidential Campaign

July 2008 – November 2008

- Served as representative for Presidential campaign, speaking to national media and audiences at town-hall meetings, writing opinion pieces and providing analysis on national security, as well as Veterans issues.

Iraq Policy Advisor to Select Members of Congress

August 2007 – October 2007

- Congressional advisor for Iraq War, provided analysis to three Members of Congress and their staffs for the development and refinement of Iraq policy, including analysis papers and preparation for delegations overseas.

Officer, United States Air Force

May 2000 – July 2007

- Command intelligence briefer for Generals Casey and Petraeus, Commanding Generals of Multinational Forces-Iraq; developed and presented strategic intelligence analysis daily to US and Iraqi government leaders.
- Intelligence analysis team leader; liaised directly with tactical field units and interagency intelligence task forces across Iraq and Southwest Asia; presented briefings and analysis to executive-level policy makers.
- Tactical unit liaison to Joint Special Operations Command (JSOC), responsible for tactic, technique and procedure development, and intelligence support, handpicked to brief the Secretary of the Air Force on emerging concepts.
- Military Deception Officer; organized sensitive military information operations, coordinated deployments of assets, and crafted strategic communications messaging in support of global war on terrorism operations.
- Commander of combat-ready, 18 person unit and \$500K of special technology; directed intelligence and targeting for F-117A stealth fighter squadron; coordinated weapons solutions for high value, heavily defended targets.
- Air Force Foreign Area Officer (FAO) for the Middle East and North Africa; military foreign affairs expert and graduate of Arabic language and culture immersion training.
- Air Force Fighter Pilot, attended prestigious Euro-NATO Joint Jet Pilot Training and USAF Introduction to Fighter Fundamentals courses – awarded USAF pilot wings in October 2001.

Education / Language Skills / Volunteer Work

- BS – Political Science, Minor – Arabic; US Air Force Academy (May 2000) – Distinguished Graduate
- MA Candidate – Georgetown University Security Studies Program (enrolled to begin part-time in August 2009)
- Truman National Security Project Fellow (June 2009 – June 2010)
- (b)(6)
- Lead – New Programs, Veterans Green Jobs (February 2009 – Present)

Security Clearance

TS-SCI (DCID 6/4 Eligible); periodic reinvestigation date: 20 June 2006; clearance valid until 20 June 2011

LINDSEY FINCH

(b)(6)

EDUCATION

Sewanee: The University of the South, Sewanee, Tennessee

Bachelor of Arts degree, May, 2007

Major: Economics Concentration: Education

Université de Grenoble, Grenoble, France

Studied French through the American Institute of Foreign Studies, Summer 2002

EXPERIENCE

Office of the Secretary of Defense for Protocol, The Pentagon

Protocol Officer

July 2007 to Present

- Orchestrated countless Heads of State and Secretary of Defense counterpart visits to the Pentagon.
- Planned and professionally executed several Presidential meetings and events, the dedication of the Pentagon's ANZUS Corridor, a Naturalization Ceremony for members of the U.S. Armed Forces, and several Defense Ministerial meetings.
- Currently serve as the lead Protocol Officer for the upcoming September 11th Pentagon Memorial Dedication, which will be attended by more than 17,000 people, including current White House, Department of Defense, Cabinet, and Congressional Leadership.

Intern

Summer 2006

- Worked closely with a non-career SES and Schedule C appointees to assist with the planning of all details for daily meetings, luncheons and events.
- Required to possess political sensitivity in order to prepare for the arrival of foreign and U.S. delegates to the Pentagon.
- Collected and organized responses from 600 guests for the groundbreaking ceremony for the September 11th Memorial at the Pentagon.

The Sea Island Company Junior Staff, Sea Island, Georgia

Leader

Summer 2005

- Responsible for the assignment of 4-5 counselors to 25 children and the scheduling and planning of all daily camp activities.

Counselor

Summer 2004

- Responsible for the safety and entertainment of 3-4 children.
- Each summer:
- Assisted with family and children's activities during evenings and weekends.
 - Provided hospitality for guests.

LEADERSHIP AND COMMUNITY INVOLVEMENT

Phi Kappa Epsilon Sorority (local), 2004-present; Second Vice President, 2006-07; Inter-Sorority Council Representative, 2005-06; Historian, 2004-05; Pledge Class Vice President, 2004

Big People for Little People, 2004-present; Senior Leader, 2006-07

- Mentored local elementary school students.
- One of four leaders in charge of scheduling and coordinating group activities for over 200 college and elementary school students.

Orientation Committee, 2006-2007

- Planned and executed orientation activities for incoming new students.
- Served as one of 20 students responsible for working closely with the Dean of Students' Office to completely revise this year's program.

Student Alumni Leadership Council, 2006-2007

- Chairman of the Senior Gift Campaign, established to manage all aspects of fundraising among classmates.
- Selected by the Office of Alumni Relations as one of 45 seniors to participate in a program covering the University's strategic priorities, budgeting process and governance in order to become a more active and informed future alumni volunteer.

Member, College Republicans, 2006-present

- Encourage Sewanee students to support Republican candidates in local and national elections.

Work Experience

The White House, Office of Media Affairs (Washington, DC)

January 2006-Present

Assistant to the Director of Media Affairs

Communicate regularly with regional press and facilitate access to local White House events. Coordinate logistical details and distribute credentialing information for President's regional travel and events. Monitor and compile regional news/editorial coverage of the President to create briefing information for senior staff. Conduct research pertaining to reporter inquiries. Plan conference calls for targeted regional editors to preview Presidential speeches. Maintain and manage media lists, photo and interview requests and conduct necessary vetting. Responsible for hiring, managing and assigning intern projects.

The Office of Chairman Duncan Hunter (Washington, DC)

January 2005-December 2006

Legislative Correspondent

Attended briefings for the Legislative Director. Met with constituents and interest groups on behalf of the Chairman and subsequently briefed the Legislative Director. Managed and authored all office correspondence for issues handled by the Chief of Staff and Legislative Director to constituents. Maintained the office computer system. Hired and managed interns.

The Office of Chairman Duncan Hunter (Washington, DC)

March 2004-December 2004

Staff Assistant

Conducted research for legislative staff and constructed correspondence. Organized committee and campaign events for the Chairman. Served as DC liaison for the district based Press Secretary: scheduled press for the Chairman, compiled and distributed daily press clips and background information, maintained a workable database of media contacts and issue area files. Scheduled and conducted tours, greeted constituents, and managed mail distribution.

The White House, Office of Management and Budget (Washington, DC)

September 2003-December 2003

Communications/ Public Affairs Intern

Directed and researched press inquiries. Processed and scheduled interviews, press conferences, and press briefing conference calls with Senior Administrative Officials. Put out press releases, Statements of Administrative Policy, and daily media clips regarding issues such as the 2003 Iraq Supplemental, Competitive Sourcing, and E Government Initiatives.

Evans, Hardy, and Young (Santa Barbara, CA)

January 2003-June 2003

Public Relations/ Advertising Intern

Co-Managed media outreach and organization of a Chicago Luncheon Event on behalf of Idaho potatoes health benefits campaign. Created and revised presentation materials for clients. Researched new ways to better target appeal. Wrote and revised press releases to attract media contacts.

Experience Highlighted

Managed press access and supervised the preparation of briefing materials for White House Radio Day event. National and regional radio stations nationwide were invited to the White House to conduct interviews with Cabinet Officials and White House senior staff. Responsible for orchestrating extraneous details surrounding the event, including contacting and scheduling time with officials and facilitating success of the event as it progressed.

Normal day to day activities of the regional press office center on arranging the details of press coverage of the President's regional travel. Regularly maintain responsibility for pre-planning, coordinating press and travel arrangements for Spokesmen, and monitoring coverage of the event after it is complete.

Facilitated the organization of events for Chairman Hunter including a reception for Inauguration 2004 and a press conference for the release of a new border security bill. Managed guest lists, monitored press access and coverage of events, and constructed presentation materials for events and speeches. For a specific floor speech, researched facts regarding the border region, and created visuals detailing the danger of drug cartel coming across the border in an effort to illustrate the need for policy and infrastructure reform.

Education

University of California, Santa Barbara

Communications B.A., Professional Writing Minor

Volunteer Experience: Bush-Cheney 72 Hour Campaign October/November '04, '06

Jorie M. Feldman

(b)(6)

EXPERIENCE

Senator Edward M. Kennedy

Washington, D.C.

Foreign Policy Legislative Assistant, May 2004-September 2009

- Developed Senator's policy positions on the Middle East, Afghanistan, and Pakistan.
- Served as key liaison to Departments of Defense, State, Homeland Security, and USAID.
- Represented Senator's policy positions with Ambassadors and foreign dignitaries, Administration officials, NGO representatives, and the foreign policy community.
- Acted as chief strategist for Senator's policy portfolio on Latin America.
- Drafted questions for more than 100 Armed Services Committee hearings with Bush Administration officials.
- Secured approval of hundreds of millions of dollars of assistance to Iraq through the Bureau of Democracy, Human Rights, and Labor at the Department of State and the Bureau of Democracy, Conflict, and Humanitarian Assistance at USAID.
- Managed Senator's multi-million dollar Foreign Operations and Defense Appropriations agenda.
- Contributed to the drafting of the Senator's nationally televised speeches on the Iraq war.
- Communicated priorities through the media by writing op-eds and press statements, briefing reporters, and preparing Senator for interviews with national print, radio, and television journalists.

The Marwood Group, September 2002 – September 2003

Washington, D.C.

Government Relations Associate

- Prepared five person government relations team for advocacy meetings for corporate and non-profit clients.
- Researched and wrote bi-monthly report to update 40 clients on legislative and regulatory health care issues.

Feingold Senate Committee, January 2002 – June 2002

Middleton, WI

Financial Assistant

- Accounted for thousands of dollars in contributions.
- Ensured contributions complied with FEC laws and regulations.

War on Want, February 2001 – May 2001

London, England

Publications Assistant

- Developed policy and wrote briefs on international social justice, poverty and human rights issues.
- Researched emerging international health, food, water, crises and wrote emergency fundraising appeals.

EDUCATION

The George Washington University, May 2004

Washington, D.C.

Elliott School of International Affairs

Master of International Affairs

Foreign Policy Concentration

University of Wisconsin- Madison, May 2002

Madison, WI

Bachelor of Arts

Double major in Political Science and International Relations

Regional Focus: Latin America

Study Abroad, Boston University International Program, Spring 2001

London, England

LANGUAGES

(b)(6)

(b)(6)

JASON WILLIAM FORRESTER

(b)(6)

RESEARCH AND ADVOCACY EXPERIENCE

Veterans for America (Jan. 2007 – pres. & Mar. 2001 – Nov. 2003) Washington, DC

Director of Policy/Co-Director National Guard Program. Co-direct program focused on helping to rebuild the U.S. military. Activities include improving post-combat care for U.S. servicemembers who have been deployed to Iraq and Afghanistan; reforming deployment policies by increasing dwell time for servicemembers who have been deployed multiple times; addressing needs created by heavy reliance on National Guard

From 2001-2003 served as Research Director for the Nuclear Threat Reduction Campaign, a project of the Nobel Peace Prize-Winning Vietnam Veterans of America Foundation (VVAFA), predecessor to VFA.

Center for Strategic & International Studies (Aug. 2004 – Feb. 2005 & Apr. 2006 – pres.) Washington, DC

Visiting Fellow, International Security Program. Research, field research, and writing on U.S.-Asia security, non-proliferation, and nuclear terrorism prevention. Collaborated with Kurt Campbell, Michele Flournoy, and Robert Einhorn.

The Brookings Institution, Foreign Policy Studies Program (Mar. 1998 – Mar. 2001) Washington, DC

Senior Researcher. Research on international security topics for two senior fellows

Carnegie Commission on Preventing Deadly Conflict (Aug. 1997 – Jul. 1998) Washington, DC

Research/Administrative Assistant. Research, writing, and editing of final report

GOVERNMENT AND POLITICAL EXPERIENCE

The Carter Center (Aug. 2006 – Nov. 2006) Georgetown, Guyana

Director, 2006 Guyana Elections Observation Presence. Represented The Carter Center and President and Mrs. Carter in Guyana for the pre-elections and post-elections periods; served as liaison to Guyanese political leaders and diplomatic community; and managed six staff members and budget of \$100,000

Office of Senator John D. Rockefeller IV, U.S. Senate (Mar. 2005 – Apr. 2006) Washington, DC

Legislative Assistant for Foreign Affairs and Defense. Foreign and defense policy advisor: worked with leading Democratic Senate offices in crafting national security positions; created and tracked legislation; prepared senator for media appearances; speechwriting

Alliance for American Leadership (Mar. 2004 – Mar. 2005) Washington, DC

Executive Director. Oversaw activities of more than 300 Democratic foreign policy experts dedicated to strengthening the Democratic Party's leadership in national security affairs

General Wesley K. Clark for President (Nov. 2003 – Feb. 2004) Little Rock, AR

Deputy Foreign Policy Advisor. Assisted in developing foreign policy positions; liaised with Congressional offices on national security matters; led 20-person research

Resume of Jason William Forrester

team; assisted in preparing foreign policy speeches; drafted and edited position papers

Gore/Lieberman 2000 (Nov. 1999 – Nov. 2000)

Washington, DC

Senior Analyst. Worked under direction of Vice President's National Security Advisor and campaign's Senior Foreign Policy Advisors; liaison to various campaign advisory groups

Also, short-term consultant to:

- Carnegie Endowment for International Peace, *Non-Proliferation Project* (2004-2005)
- APCO Worldwide, Democracy promotion in Russia (2004)
- CNN, "Rehearsing Doomsday" documentary, *Democracy in America* series (2000)

EDUCATION

The Fletcher School of Law and Diplomacy, Tufts University

Medford, MA

M.A.L.D. (1996)

Fields: Comparative Developmental & Political Analysis and U.S. Foreign Policy

The University of the South

Sewanee, TN

B.A. (1993) *Cum Laude*, *Phi Beta Kappa* (Political Science)

SELECTED MEDIA APPEARANCES AND TESTIMONY

- National Public Radio, Talk of the Nation, "No Purple Heart For PTSD Diagnosis," January 28, 2009, www.npr.org/templates/story/story.php?storyId=99959676
- The Diane Rehm Show, "Services for Veterans Returning from War," November 11, 2008, www.wamu.org/programs/dr/08/11/11.php
- Participant in panel discussion on post-combat needs of troops at The Juilliard School, New York City, New York, on September 16, 2008
- NewsHour with Jim Lehrer, "New Policy Urges Soldiers to Seek Mental Health Care," May 1, 2008, http://www.pbs.org/newshour/bb/health/jan-june08/troops_05-01.html
- Testified before the House Committee on Veterans' Affairs (full committee) hearing on "Post Traumatic Stress Disorder (PTSD) and Personality Disorders: Challenges for the U.S. Department of Veterans Affairs," July 25, 2007, <http://veterans.house.gov/hearings/hearing.aspx?NewsID=45>
- Testified before the President's Commission on Care for America's Returning Wounded Warriors, 2007

PUBLICATIONS

- Congressional Attitudes on the Future of the U.S.- South Korea Relationship, May 24, 2007, www.csis.org/component/option.com_csis_pubs/task.view/id.3884/.
- "Perspectives on Civil Violence: A Review of Current Thinking," in *Military Intervention: Cases in Context for the Twenty-First Century*, (Rowman and Littlefield, 2004), with John Steinbruner.
- "Reassessing the Atomic Calculus: The 2002 Nuclear Posture Review," *National Security Studies Quarterly*, Winter 2002, with Brian Finlay.
- "Balancing Homeland Security and Freedom of Information," *Natural Resources & Environment*, Winter 2002, with Stephen Gidiere.
- "Measuring U.S. Military Readiness," *National Security Studies Quarterly*; Spring 2001, co-authored.
- "Institutional Foundations of Nuclear Arms Control – the ABM," *The Monitor: Nonproliferation, Demilitarization, and Arms Control*, Fall 1999/Winter 2000.

Resume of Jason William Forrester

PROFESSIONAL AND EXTRACURRICULAR ACTIVITIES

- Member, International Institute for Strategic Studies (IISS)
- Former Term Member, Council on Foreign Relations (CFR)
 - Member, Washington, DC Term Member Advisory Committee
 - Co-Chair, Iran Term Member Roundtable
- Member, Carter Center Guyana Elections Observation Mission, Mar. 2001
- Varsity Football (1989-1992), Captain (1992), pre-season All-American Division III (1992)

AWARDS AND HONOR SOCIETIES

- 2008 Distinguished Young Alumnus, Sewanee: The University of the South
- Thomas J. Watson Found. Fellow – Studied race & politics in Guyana, Trinidad, & England, 1993-94
- Awarded J. William Fulbright Scholarship, 1993 (declined in favor of Watson Fellowship)
- National Collegiate Athletic Association Post-Graduate Scholar, 1992
- National Football Foundation & College Football Hall of Fame Scholar-Athlete, 1992
- *President*, Pi Sigma Alpha, Sigma Gamma Chapter (National Political Science Honor Society)

SKILLS AND INTERESTS

Language: (b)(6)

(b)(6)

Jacob Freedman

(b)(6)

Experience

The Atlas Project, Targeting Lead

Aug. 2007 - Present

- Authored dozens of strategic roadmaps for 2008 and 2010 campaigns, conducting a thorough analysis of past election results, NCEC targeting, polling, demographic data and voter file information to present a narrative explanation of the path to victory for Democrats in key states.
- Presented findings to clients in briefings. Authored numerous presentations for The Atlas Project's principals to deliver before high-level audiences.
- Worked closely with clients, including labor unions and Democratic Party committees, and carried out requests for additional custom research. Helped guide and shape research projects and assumed a leadership role within the firm.

Campaign for Change

Aug. 2008 - Nov. 2008

Water File Manager—Georgia and Virginia

- Led in-state voter targeting efforts for the Obama campaign in Georgia. Redeployed to Virginia after the campaign pulled resources out of the state. Worked closely with Virginia state leadership to construct targeted lists of voters for get-out-the-vote efforts; analyzed and presented data from the field to help make critical strategic decisions in the final months of the campaign.
- Set voter contact and volunteer recruitment goals for Virginia's statewide field staff, and developed system for tracking their progress on a daily basis.

Congressional Quarterly

May 2004-Sept. 2006

Economic Affairs Reporter

- Wrote numerous articles for CQ Weekly, CQ Today and cq.com focusing on economic policy debates in the United States Congress. Covered issues such as the federal budget and appropriations process, tax policy, executive compensation and regulation of securities markets. Thrived in deadline-driven environment where accuracy was paramount.
- Conducted lengthy interviews with members of Congress and wrote several profiles published in *Politics in America 2008*.

Graphics Reporter

- Responsible for conceiving creative and informative graphics, often on tight deadlines. Compiled data from a variety of sources and wrote explanatory text for graphics in CQ Weekly and CQ Today. Developed interest and expertise in the visual display of data and information.

Defense and Foreign Policy Researcher

- Fact-checked stories relating to national defense and foreign policy issues prior to publication.

Education

Central European University—Budapest, Hungary

2007

- Master of Arts with Distinction in International Relations and European Studies
- International Political Economy Concentration. Grade point average: (b)(6)

University of Pennsylvania, College of Arts and Sciences

2004

- Bachelor of Arts with Distinction in History, Magna Cum Laude
- Senior Honors Thesis in European History. Grade point average: (b)(6)

Activities and Awards

- Paid writer for Chew.hu—a Hungarian food and wine website.
- Fellowship recipient, 2006-2007, Central European University.
- Wasserman Prize, 2004, American Jewish Historical Society—best essay by university student.
- University of Pennsylvania Rose Award, 2004—recognizes outstanding achievement in research.
- Benjamin Franklin Scholar, 2000-2004—University honors program for top 10 percent of admitted class.

Jonathan Freeman

(b)(6)

PROFESSIONAL EMPLOYMENT

5/08 - present Obama for America Chicago, IL
Deputy Director, National Veterans' Vote

- Developed and organized national rollout of Veterans for Obama (VFO) committees in 50 states
- Controlled, directed, and motivated VFO groups composed of thousands of volunteer veterans
- Organized VFO group produced over 3,000 doors knocked, 7,000 letters to the editor, 183,000 calls made, and \$583,000 raised

3/04 - 4/08 United States Army Ft. Riley, KS
Captain, Field Artillery

- Led Battalion level restructuring and reorganization effort transitioning an operational unit into a training support unit
- Deployed to Operation Iraqi Freedom (OIF) February 2007 advising an Iraqi Army Battalion based out of Samarra and Iraqi Border Police north of Tall 'Afar
- Participated in over 50 combat missions and 40 civil affairs missions during OIF III
- Awarded the Bronze Star for Service and Army Commendation Medal for service in Iraq

8/00 - 8/02 Cross Media Marketing Corporation New York, NY
Managing Director, Internet Marketing

- Brought key, critical technology platform online on time and budget; was responsible for training cross country staff
- Managed acquisition of WeFusion.com that provided innovative database technology
- Responsible for developing Internet Strategy guiding traditional business into a technically sophisticated, Internet savvy organization
- Accountable for business equaling 20% of 2001 projected revenues and 50% of 2001 projected growth

3/00 - 8/00 BuyerForce, Inc. Silicon Valley, CA
Director, Business Development

- Contributed to technology startup that developed groundbreaking purchasing process
- Worked with technology leaders in Congress to introduce BuyerForce into the US Government
- Developed international partnerships, alliances, and relationships to further strategic goals

7/97 - 2/00 USA Global Link Fairfield, Iowa
Director, Partnership and Marketing Alliances

- Worked with the Executive Team that developed a long-term strategy for international business-to-business site and helped with the sale of unneeded brick and mortar assets
- Initiated partnership program for ISPs and Telcos to aid international expansion
- Initiated marketing and business plans for global VoIP network expansion
- Developed relationships with hundreds of carriers, especially the European incumbent PTOs for interconnection contracts
- Closed carrier contracts valued at over \$78 million per year

EDUCATION

9/02 – 5/04 Harvard University, Extension School Cambridge, MA
Master of Liberal Arts, May 2004

Major: Government/International Relations

Thesis Topic: Impact of U.S. Foreign Aid on the Islamic Near East from 1991 – 2001

9/93 - 06/97 University of Michigan, LS & A Ann Arbor, MI
Bachelor of Arts, May 1997

Major: Political Science and Communication Studies; Minor: Arabic Studies

ACADEMIC EMPLOYMENT

9/02 – 6/03 Harvard University Cambridge, MA
Teaching Fellow

- Moral Reasoning 28: Ethics and International Relations with Stanley Hoffmann
- Government 1790: American Foreign Policy with Benjamin Fordham (Head Teaching Fellow)
- Government 1300: Politics of Congress with Barry Burden
- Government 1208: Politics of the Islamic Resurgence with Eva Bellin

1/01 – 6/02 Queens College Flushing, NY
Adjunct Professor

- Sociology 212: Sociological Analysis

1/95 - 05/95 University of Michigan Ann Arbor, MI
Teaching Assistant

- Computer Science 181: Introduction to Computer Systems

OTHER ACTIVITIES

- Legislative Director, The Campaign for a New GI Bill
- Auxiliary Police Officer, NYPD 24th Precinct - 10/00 – 8/02
- Executive Team, CharityFocus - 05/00 – 4/04
- Public Relations Chair, A Little Hope - 4/02 – 8/02

Brian Gill

(b)(6)

Experience

White House Office of Management and Budget, January 2009 – Present *Washington DC*

Legislative Assistant Office of Legislative Affairs

Act as office's point of contact on transportation trade climate change regulatory matters and many issues related to health care reform and the Deepwater Horizon oil spill
Prepare senior staff for Congressional hearings including leading mock hearing sessions writing Q & A outreach to Congressional staff member issue research, and assembly of briefing books
Participate in daily legislative strategy meetings with the OMB Director Deputy Director and other senior staff
Staff OMB Director and other senior officials at hearings briefings and functions with Members of Congress
Work with Federal agency Legislative Affairs offices and the White House Office of Legislative Affairs on Congressional outreach strategies
Write memos on legislation, members of Congress and various other congressional affairs topics
Author OMB's Nightly Report containing the daily floor proceedings and weekly outlook of Congress
Managed rollout of 1500 copies of the President's Budget to each Committee and Member of Congress (2 years)
Hired as Confidential Assistant and promoted to Legislative Assistant

Presidential Transition Team November 2008 – January 2009 *Washington DC*

Special Assistant Office of Management and Budget

Wrote memos and provided research and administrative assistance to the OMB Agency Review Transition Team
Assembled briefing books for the incoming OMB Director and Deputy Director's confirmation hearings
Created and maintained documents and databases used in budget, economic and Recovery Act meetings

Obama for America/Campaign for Change February 2008 – November 2008 *OH NC KY WI VA*

Field Organizer General Election Virginia

Coordinated with campaign officials local leaders and elected officials to build an effective grass-roots operation to exceed voter registration and voter turnout goals
Organized county wide (200K population) presidential campaign operation to identify supporters advocate among undecided voters and maximize voter turnout
Managed a team of 35 full-time interns and an average of 300 daily volunteers
Oversaw Get Out the Vote operations in 26 precincts through five staging locations
Frequent speaker before community and student organizations and volunteer gatherings

Field Organizer Democratic Primary Elections OH NC KY WI

Opened offices recruited precinct captains trained and organized volunteers and coordinated with local Democratic Party chapters and elected officials for voter registration and primary voter turnout efforts

SeatQuest LLC August 2006 – December 2007 *Chicago IL*

Project Manager

Oversaw the creation and maintenance of a database of more than 1000 North American venues and stadiums – the principal product of the firm
Managed and trained staff of 15 (two assistant managers and 13 data-entry personnel)
Conducted software demonstrations during meetings and conference calls Fortune 500 and well known companies including eBay Ticketmaster USA and Orbitz

Education/Skills

University of Colorado (2006)
Bachelor of Arts in Economics

Proficient in Microsoft Office Suite Intranet Quorum 3 (IQ) Adobe
Photoshop Voter Activation Network

Volunteer

(b)(6)

Elliot Glickman

(b)(6)

EDUCATION

The George Washington University, Washington, DC
Bachelor of Arts, *cum laude*, International Affairs, 2008

The American University in Cairo, Arabic Language Institute, Summer 2007

PROFESSIONAL EXPERIENCE

U.S. Department of Defense, Office of the Assistant Secretary for Legislative Affairs
Defense Fellow (b)(6) 9/2010 – Present
Washington, DC

- Support Policy Division with preparation and research for Congressional hearings, briefings, and meetings
- Advise on Congressional engagement strategy to relevant committees of jurisdiction

U.S. Department of Defense, Task Force for Business and Stability Operations 3/2010 – 9/2010
Assistant to the Chief of Staff (b)(6) Washington, DC

- Advised Chief of Staff in overseeing daily operations of Secretary Gates's task force charged with stabilizing the economies of Afghanistan, Iraq, and other key regions featuring conflict and economic instability
- Performed and conducted periodic briefings for the Chief of Staff and Director, performing policy research, analyzing strategic operations data, and overseeing a wide range of operational issues for an organization comprised of 80 government and military and approximately 200 contractor employees in DC, Iraq and Afghanistan
- Supported business development operations in Northern Iraq (Kurdistan), performing investor and legal research and traveling to relevant business sites in-theater

U.S. House of Representatives, Subcommittee on National Security and Foreign Affairs 3/2008 – 3/2010
Clerk (b)(6) Washington, DC

- Conducted oversight hearings on and investigations of U.S. national security policy, with special substantive focus on the Middle East, intelligence, U.S. global defense posture, and strategic communications
- Developed, planned, and executed subcommittee hearings on Iran sanctions and the use of unmanned aerial vehicles; prepared opening statements, background memoranda, and questions for Chairman and Members
- Managed subcommittee hearing preparation, supervised interns, and oversaw office operations

Obama-Biden Presidential Transition Team, Intelligence and National Security Cluster 11/2008 – 2/2009
Special Assistant Washington, DC

- Staffed and supported senior officials, including CIA Director Leon Panetta during his confirmation process
- Researched national security and intelligence issues for Presidential executive orders, confirmation hearing testimony, and questions-for-the-record
- Coordinated operations of the Intelligence Community Agency Review Team and managed communications, meeting schedules, and deadlines

Obama for America/Campaign for Change 5/2008 – 11/2008
Field Organizer Arlington, VA

- Organized county-wide (200K population) presidential campaign field operation to identify supporters, advocate among undecided voters, and maximize voter turnout
- Managed team of 30 full-time interns and more than 2,000 volunteers, assigning tasks and troubleshooting
- Coordinated with campaign officials, activists, and elected leaders to build an effective grassroots organization

INTERNSHIP EXPERIENCE

The Henry L. Simon Center, Southeast Asia and Gulf Program 1/2008 – 5/2008
U.S. Department of State, Bureau of Democracy, Human Rights and Labor 9/2006 – 5/2007
U.S. Senate, Office of Senator Edward M. Kennedy 9/2005 – 12/2005

ADDITIONAL BACKGROUND AND ACTIVITIES

Co-Chairman, Delta Phi Epsilon Foreign Service Scholarship Fund (3/2010 – Present)
Mentor, Big Brothers Big Sisters Mentoring Program (1/2010 – Present)
Congressional Security Scholar, Truman National Security Project (Fall 2009)

Kristen F Gilley

(b)(6)

(b)(6)

PROFESSIONAL EXPERIENCE

Committee on International Relations, U S House of Representatives

Deputy Staff Director

July 2006 – Present

Responsible for Committee management, setting the legislative agenda, and coordinating with House Leadership staff. Serve as liaison with Appropriations, Armed Services and Budget Committees and external organizations involved in international relations. Also responsible for duties as a Senior Professional Committee Staff Member.

Committee on International Relations, U S House of Representatives

Senior Professional Committee Staff

February 1993 – Present

Responsible for oversight of the State Department, the international affairs budget, and management of major legislative matters for the Committee. Oversight duties include South Asian affairs, State Department operations and budget, management of diplomatic posts abroad, domestic and overseas security, public diplomacy, the United Nations, democracy programs, and international broadcasting. Legislative responsibilities include managing the biennial State Department authorization bill and preparation for hearings, markups, and floor consideration. Serve as the Committee liaison to Congressional Appropriations and Budget Committees.

Office of the Under Secretary for Management, U S Department of State

Special Assistant for Legislation

May 1992 – January 1993

Responsible for legislative affairs relating to worldwide operations, management and budget issues. Developed the Department's authorization bill and coordinated annual budget preparation with authorization requirements. Congressional liaison duties included monitoring legislative proposals, developing legislative strategies, briefings, hearing preparation, and preparing and reviewing policy option papers.

Bureau of Near Eastern Affairs, U S Department of State

Special Assistant for Congressional Affairs

December 1990 - May 1992

Managed the Bureau's Congressional relations, working closely with the Assistant Secretary. Coordinated Bureau legislative interests, analyzed/monitored legislation, and developed legislative options. Served as liaison with Congress, provided Bureau and overseas posts with assessments of Congressional actions. Managed all aspects of Congressional hearing preparations and hearing records.

State of Florida, Washington Office

Governmental Analyst

February 1987 - December 1990

As a member of the Governor's staff served as the state federal liaison for the State of Florida. Represented the Governor and the State Legislature before Congress and federal agencies. Primary activities included federal budget and issue analyses, policy development, legislative monitoring and regulatory review. Briefed Florida state agencies on federal issues. Areas of expertise included space, trade, immigration, refugee and labor issues.

Project HOPE

Director of Public and Governmental Affairs

October 1984 - February 1987

Directed all public relations activities in the U.S. and for overseas offices including production of brochures, newsletters and other informational materials. Designed and implemented public awareness campaigns and other special projects. Conducted press briefings, assisted in fund raising and addressed public forums. Represented the organization before Congress and federal agencies.

Congressman Bill McCollum (FL)

Legislative Assistant

March 1981 - October 1984

Provided staff support for Judiciary Committee issues including preparation of amendments and floor statements, position research and development, and coalition building. Major emphasis on immigration, refugee, foreign policy and criminal justice issues. Participated in Congressional fact finding trips to Central America, and Asia with an emphasis on refugee and political/military issues.

EDUCATION

Masters of Public Administration, George Washington University 1992

Concentration in management and analysis of U.S. foreign policy

Bachelors of Arts in Political Science, University of California, Davis 1978

(b)(6)

ILAN GOLDENBERG

(b)(6)

PROFESSIONAL EXPERIENCE

-
- | | | |
|-------------------|--|----------------|
| 2005 -
Present | NATIONAL SECURITY NETWORK
<i>Policy Director</i> | Washington, DC |
| | <ul style="list-style-type: none">• Oversee policy department which consists of four staff members and 2-3 interns. Lead weekly meetings to coordinate the production of NSN policy reports, daily briefs, talking points, fact sheets, and other products focused on national security. Act as lead editor on most of these products.• Act as lead writer and organizational expert on Middle East issues especially Iraq, Iran and the Israeli-Palestinian conflict.• Draft speeches, press releases, op-eds and Congressional testimony.• Organize and participate in briefings for more than 50 Congressional and Senate candidates and their staffs in '06 and '08 cycles. Work closely with and provide policy materials to Senate and House leadership, Hill staffers, DSCC, DCCC and DNC.• Develop and edit a national security briefing book for candidates and members of congress. Coordinate expert groups that contribute to the briefing book on issues such as Iraq, Iran, Pakistan, Afghanistan, terrorism, military policy, and energy security.• Regular contributor to <i>Democracy Arsenal</i> – an expert blog on foreign affairs.• Published <i>Measuring the Benchmarks</i> an in-depth analysis of the progress being made on the President's Iraq benchmarks during 2007. | |
| 2005 –
2007 | <i>Executive Director</i> <ul style="list-style-type: none">• Worked with NSN President Rand Beers to establish a new organization that is building a more responsible progressive national security policy.• Charged with management and strategic planning including: supervising small staff of employees; designing and implementing new projects; managing a \$500,000 annual budget; interacting with Board of Directors and donors; interfacing with other organizations; building fundraising strategy; writing funding proposals; and dealing with non-profit and election law. | |
| 2004 –
2005 | FOREIGN POLICY LEADERSHIP COUNCIL
<i>Head of Research</i> | New York, NY |
| | <ul style="list-style-type: none">• Conducted research and wrote issue briefs, talking points, press releases and op-eds on foreign policy issues such as homeland security, Iraq, military preparedness, energy security, nuclear proliferation, Iran and Saudi Arabia. | |
| 2004 | COUNCIL ON FOREIGN RELATIONS
<i>Intern – U.S. Middle East Project, Studies Department</i> | New York, NY |
| | <ul style="list-style-type: none">• Researched issues surrounding the Israeli-Palestinian conflict and translated documents from Arabic to English. | |
| 2003 | JP MORGAN CHASE
<i>Operations Analyst – Private Banking Division</i> | New York, NY |
| | <ul style="list-style-type: none">• Audited JP Morgan's private equity house accounts. Reconciled over \$600,000 of outstanding balances | |
| 2000 –
2002 | SALOMON SMITH BARNEY
<i>Financial Analyst – Global Energy Group, Investment Banking Division</i> | New York, NY |
| | <ul style="list-style-type: none">• Advised Petrobras, the Brazilian national oil company, on potential North American acquisition targets valued at \$2.5-\$4 billion. Performed extensive financial modeling and valuation analysis of prospective targets. Participated in meetings with Petrobras' internal mergers and acquisitions team as well as its lawyers and accountants• Worked on \$807 million secondary equity offering of Petrobras shares held by the Brazilian National Development Bank. Attended due diligence meetings and drafting sessions. Prepared marketing materials as well as investor roadshow presentation. Accompanied senior management on two week | |

- investor roadshow
- Created multiple strategic and financing presentations for companies throughout the energy sector

EDUCATION

- 2003 – COLUMBIA UNIVERSITY New York, NY
2005 *School of International and Public Affairs*: Master of International Affairs
Concentration in International Security Policy with focus on the Middle East
- 1996 – UNIVERSITY OF PENNSYLVANIA Philadelphia, PA
2000 *The Wharton School*: BS in Economics with concentrations in Finance and Management
The College of Arts and Sciences: BA in International Studies (Middle East focus)
- Graduated Magna Cum Laude
 - Studied abroad at the *Arabic Language Institute* in Fez, Morocco, spring of 1999

VOLUNTEER WORK

- 2007 – OBAMA FOR AMERICA
2008 *Coordinator – Middle East Policy Team*
- Coordinated a group of 30 Middle East experts with Dan Shapiro. Did majority of the administrative work for the group and provided input and helped coordinate debate prep materials, daily press guidance, and policy memos.
- Coordinator – Defense Policy Team, Campaign Support Subgroup*
- Coordinated the production of state specific military fact sheets. Organized team of people that produced fact sheets for 18 swing states and the majority of primary states outlining military bases, National Guard data, and deployments to Iraq and Afghanistan from specific states.
 - Produced memos on U.S. force posture in Iraq and Afghanistan in advance of candidate's trip abroad, and provided updated deployment and military spending data in response to campaign staff requests.
- Member – Iraq Policy Team*
- Assisted with daily press guidance and produced first draft of Iraq overview memo in advance of candidate's trip to the region.
- State Volunteer*
- Canvassed in South Carolina and Maryland during the primaries and in Virginia during the general election.

PUBLICATIONS AND MEDIA

- Publications: Articles have appeared in *The New Republic*, *American Prospect*, *Seattle Post Intelligencer*
- Blogs: Post regularly on *Huffington Post* and *Democracy Arsenal*

LANGUAGES

- (b)(6)
- (b)(6)

Greg Grant

(b)(6)

summary

Skilled policy analyst, writer and researcher. Front line reporting experience as a war correspondent in Iraq and Afghanistan. Extensive foreign and national security policy research, writing and publication. Exceptional organizational ability and communication skills. Proven private sector managerial ability. Proven ability to operate with ease and fluidity in foreign lands.

education

- Johns Hopkins University, School of Advanced International Studies (SAIS)** 2003
Master of Arts, *Strategic Studies*
- University of Utah** 1989
Bachelor of Arts, *Political Science and International Relations, Cum Laude*

research and analysis experience

- Military.com, Washington, DC** 2008-Present
Associate Editor

Editor of the national security blog *DefenseTech*. Cover the top defense, national and international security stories and provide in-depth analysis for the online publication *DoD Buzz*. Demonstrated ability to combine complex data analysis with narrative writing and explication. Proven expertise in digital media production, including web production, audio and video.

- Atlantic Media Group, Washington, DC** 2006-2008
Defense and Foreign Affairs Writer

Wrote feature length analytical pieces on the wars in Iraq and Afghanistan and efforts by the military, intelligence services and other federal agencies to adapt to emerging global security challenges for *Government Executive*. Focused research and analysis in the defense field including reporting on the Pentagon as the world's largest purchasing agency and security policy issues facing senior federal leaders.

- Defense News, Washington, DC** 2005-2006
Land Warfare Writer

Analyzed defense budgeting, defense policy and national security posture reviews, the weapons development process and the global arms trade. Reported from several foreign locations including Iraq, Afghanistan and Jordan covering breaking news, analysis and U.S. and foreign military operations. Covered industry mergers and acquisitions and market performance.

Freelance War Correspondent, Iraq and Afghanistan

2003-2005

Spent over a year in Iraq and Afghanistan and wrote for *Jane's Defense Weekly*, *Slate*, *Foreign Policy* magazine and *Defense Technology International*. One of the first reporters to enter Baghdad with American troops in spring 2003 during the initial invasion of Iraq. Filed daily stories from the front lines for *The Salt Lake Tribune* and reported for the Salt Lake City NBC television affiliate.

Center for Strategic and International Studies (CSIS), Washington, DC
Research Associate, International Security Program

1989-1994

Directed studies on terrorism, chemical and nuclear proliferation, and the spread of advanced weapons technology into the global marketplace. Was one of the center's foremost experts on Middle East military matters and U.S. force capabilities during the 1991 Persian Gulf War. Directed federally funded study on the transnational drug trade. Directed a study commissioned by the Secretary of Defense on future security threats and their implications for U.S. military force structure, doctrine and technology.

additional professional activities

Rapporteur and Researcher, Emerging Markets Forum, Hanoi, Vietnam; Research Assistant, Bolivian Ministry of Foreign Relations, Office of Economic Integration; Presenter, World Affairs Council, Pittsburgh, Pa.; Participant, Network-Centric Warfare Study, Office of Force Transformation, Office of the Secretary of Defense; Participant, Unrestricted Warfare Symposium, Johns Hopkins University, Applied Physics Laboratory; Spent nearly two years living in Peru and Bolivia working on local development projects and public education.

managerial experience

Camp 5 Expeditions, Salt Lake City, UT
President

1995-2003

Founded and managed a startup adventure travel company operating trekking and climbing expeditions that achieved profitability by the second year of operation. Managed all company business, including raising initial seed capital, accounting, payroll, marketing and advertising. Managed six full-time and more than two dozen part-time and contract employees. Hired and directed in-country staff, which often exceeded 60 people, organized all in-country logistics, transportation, secured emergency evacuation arrangements and worked with the host government at both the national bureaucratic and local level.

selected publications

The Washington Quarterly, *Foreign Policy*, *Government Executive*, *Jane's Defense Weekly*, *C4ISR Journal*, *Survival*, *Washington Post*, *Chicago Tribune*, *Los Angeles Times*, *Defense News*, *The Salt Lake Tribune*

media appearances

Interviewed on Iraq in 2005 on MSNBC. Interviewed about Iraq on PRI's *The World* on NPR and other radio programs. Reported from Iraq in 2003 for KSL-TV, Salt Lake City NBC television affiliate. Appeared as a military and foreign policy analyst on CNN, BBC, *Nightline*, NBC and CBS during the first Gulf War.

IAN GRANT

(b)(6)

EDUCATION

Georgetown University, School of Foreign Service, Washington, D.C.

Master of Science in Foreign Service, concentration in Foreign Policy/International Security, 2008

(b)(6) Dean's Award for Academic Excellence (Magna Cum Laude equivalent)

Courses: International Security Issues, Congressional Decision-Making and U.S. Foreign Policy, Force and Diplomacy, Political and Economic Risk Assessment, International Trade and Finance, China's Challenge to the U.S.

Columbia University, Columbia College, New York, NY

Bachelor of Arts in Linguistics, 2001

(b)(6) Dean's List, Member of the 4.0 Club

Abbey Award for Excellence in Academics and Athletics, 2001

EXPERIENCE

National Defense University, Washington, D.C.

Research Associate, 11/08 – 12/08

- Served as a temporary Research Associate at the Center for Technology and National Security Policy
- Wrote background materials and provided general research for a Secret-level war-game
- Aided in the preparation and setup for seminars and other University events

Obama for America, McLean, VA

Full-time Volunteer Asst. to Sen. Richard Danzig, 5/08 – 11/08

- Produced policy memos, talking points and country briefing books in support of Secretary Danzig in his capacity as a Senior National Security Adviser to the Obama presidential campaign
- Assisted in the management of projects and events featuring U.S. General and Flag Officers
- Served as an organizer for a 2 week campaigning trip to Ohio with Secretary Danzig
- Supplemented, reviewed and edited campaign defense policy papers

The Albright Group LLC, Washington, D.C.

Research Assistant, 8/07 – 2/08

- Produced political and economic assessments of countries and subjects of interest to clients
- Assisted in production of country briefing books for Secretary Albright and other Principals
- Provided general research support to Associates and Principals

Partnership for Global Security, Washington, D.C.

Research Analyst, 5/07 – 8/07

- Served as the Market Mechanisms for Managing Proliferation Research Analyst for the Next Generation Nonproliferation Project
- Studied financial approaches to nonproliferation with a special focus on Treasury Department actions with respect to North Korea and Iran

Project on National Security Reform, Washington, D.C.

Research Fellow, 2/07 – 7/07

- Performed research on national security reforms of foreign countries for the Vision working group
- Conducted a literature review of works relevant to the Vision working group

Hawkins Delafield & Wood LLP, New York, NY

Paralegal, 6/03 – 6/06

- Assisted four partners with housing development deals ranging from \$10 million to \$2.3 billion
- Managed over seventy bond closings, coordinated document production with clients and third parties, directed document execution and performed due diligence research on potential mortgages

SKILLS AND ACTIVITIES

Languages: (b)(6)

Computer: MS Office, SPSS, iManage

Volunteer campaign canvassing: 2006 and 2008

Columbia University Varsity Heavyweight Crew, year-round sport, 25 hrs/wk, 1997 – 2001

Travel: Costa Rica (7 months), Europe (4 months)

THOMAS C. GREENWOOD

(b)(6)

OBJECTIVE: Seeking a dynamic and intellectually challenging position involving national security issues and the formulation of U.S. defense/security policy in the 21st century.

(b)(6)

STRENGTHS:

- Creative and critical thinker
- Idea generator
- Strategic planner
- Experienced advisor and briefier
- Inspirational leader
- Problem solver
- Effective communicator

STRATEGIC ASSESSMENT AND POLICY FORMULATION

- Member, Commander U.S. Central Command Joint Strategic Assessment Team that reviewed U.S. Middle East policy for four months 2008-2009.
- Member, Chairman of the Joint Chiefs of Staff 2008 Study Group that developed strategic options for Iraq.
- Advisor on President G.W. Bush's National Security Council for defense policy matters relating to Afghanistan and Iraq.
- Advisor on President Clinton's National Security Council for Southeast European Affairs responsible for fostering peace and stability in the Balkans.

CRISIS NEGOTIATOR

- Obtained release of payroll for 7,000 Iraqi policemen in Al Anbar Province and institutionalized procedures to make this a recurring practice as lead negotiator with the Ministry of Interior, Government of Iraq, in 2008.
- In the wake of the 2005 Tsunami, successfully negotiated with Indonesian military leaders for U.S. forces to conduct sustained humanitarian operations ashore on Sumatra.

CREATIVE LEADER AND EXECUTIVE PROBLEM SOLVER

- Revised graduate level college curriculum to provide 200 mid-career professionals from all of the armed services, 14 U.S. government agencies, and 26 foreign nations enhanced education in culture and foreign languages to better meet the security challenges of the 21st century.

PROFESSIONAL HIGHLIGHTS

- Director, Strategic Planning, National Security Council, The White House (2009-2010).
Currently a member of a writing team helping draft the National Security Strategy document, conduct strategic assessments and long range planning across a wide range of national security and foreign policy issues.
- Research Staff Member, Institute for Defense Analysis (IDA), Alexandria, Virginia (2006-2009).
Participated in numerous studies for the Department of Defense; published a study "Iraq: Planning Beyond 2011."

- **Director, Marine Corps Command and Staff College, Quantico, Virginia (2006-2008).** Small college president; supervise graduate level curriculum; interact with 200 students; hire and lead 25 civilian and military faculty members; execute annual budget in excess of \$1m; serve as advocate for military education; teach.
- **Assistant Chief of Staff for Iraq Advisor Operations, I Marine Expeditionary Force, in California and Iraq. (2005-2008).** Created a new organization to develop the Iraqi Security Forces (army, police, and border units) by organizing, training, and equipping 200 U.S. advisors in 40 teams in California and then supporting their operations and supervising their performance in Iraq. This included designing an academy to educate and train advisors.
- **Commanding Officer, 15th Marine Expeditionary Unit, in California, Indonesia and Iraq (2003-2005).** Trained and supervised 2200 personnel; managed extensive physical inventory that included over 100 vehicles and 29 aircraft (both helicopters and jet aircraft); instituted financial and budgetary controls to keep within \$2m spending constraint; provided humanitarian assistance to Tsunami victims; conducted counterinsurgency operations in Baghdad.
- **Director, Defense Policy and Arms Control, National Security Council, The White House (2000-2003).** Served as executive assistant for a working group that monitored status of interagency operations in Afghanistan and later coordinated coalition support for Iraq; briefed President's National Security Advisor weekly on status of Iraq war preparations before the invasion; drafted policy recommendations on assorted security issues.
- **Director, Southeast European Affairs, National Security Council, The White House (2000).** Coordinated information campaign with State and Defense Departments to deter Serbian invasion of Montenegro as well as to undermine Milosevic regime and promote democracy in Serbia; coordinated interagency preparation and Presidential signature of Kosovo Peacekeeping Report and Bosnia Benchmarks Report to Congress.
- **Aide and Assistant Secretary to the Commandant of the Marine Corps, Washington, DC. (1999-2000).** Planned and escorted Commandant on his global travel; managed his office; helped coordinate policy decisions and service matters.
- **National Security Fellow, JFK School of Government, Harvard University (1998-1999)**
- **Diverse Command and Staff Positions in the Marine Corps in the U.S. and overseas (1977-1998)**

EDUCATION

M.A., Government and National Security Studies, Georgetown University
 B.A., Economics, Washington and Lee University

RECENT PUBLICATIONS

-
- "Charting A New U.S.-Iraqi Relationship," Joint Forces Quarterly, July 2009
- Book review: "The Utility of Force," by General Rupert Smith, Marine Corps Gazette, August 2007
- "Strategy Revisited," Marine Corps Gazette, June 2007
- "In Defense of Public Service: Redefining Citizenship For the 21st Century," Harvard Essay Contest, Harvard Vision, 1999 (unpublished)
- "Honor in Uniform," (with T. Scott), Naval Institute Proceedings, March 1999
- "A Fallen Hero's Power to Inspire," Boston Globe, Nov 11, 1998

- "Private Ryan Educates A Nation," Naval Institute Proceedings, October 1998
- Book review: "Conflict After The Cold War," by Richard K. Betts, Marine Corps Gazette, Sept 1998

ASSOCIATIONS/CIVIC GROUPS

- Board Member, Institute of Honor, Washington and Lee University
- Sponsor, Washington Interns, Washington and Lee University
- "Sunday Super At Bethesda Naval Hospital" (Meals for wounded servicepersons/families)

(b)(5)

THOMAS C. GREENWOOD

Tom Greenwood is currently a Director of Strategic Planning at the National Security Staff, The White House, where he has served since November 2009. Prior to this assignment, he was a research staff member at the Institute for Defense Analyses (IDA) in Alexandria, Virginia where he served on the Commander USCENTCOM's Joint Strategic Assessment Team (JSAT) and produced a study, "Iraq: Planning for Beyond 2011." He was also an adjunct professor at Georgetown University's Edmund A. Walsh School of Foreign Service where he taught a course on modern war.

Before working at IDA, he served 31 years in the United States Marine Corps. He commanded the 15th Marine Expeditionary Unit (MEU) that conducted tsunami relief in Southwest Asia and participated in combat operations in Iraq. He subsequently coordinated efforts to train Iraqi Army and police units in Al Anbar Province. His last assignment before retiring was Director, Marine Corps Command and Staff College, Quantico, Virginia.

His most recent publications include: "War Planning for Wicked Problems: Where Joint Doctrine Fails," *Armed Forces Journal* (December, 2009) and "Charting a New U.S.-Iraqi Relationship," *Joint Forces Quarterly* (July 2009).

He served previous tours at the National Security Council staff under President Clinton and President G.W. Bush.

He holds a Bachelor of Arts degree in Economics from Washington and Lee University; Master of Arts degree in Government from Georgetown University and was a fellow at the John F. Kennedy School of Government, Harvard University.

(b)(6)

Shanan L. Guinn

Professional Experience

U.S. Representative Nancy Boyda (D-KS), *Chief of Staff*

11/06 – 12/08

- Transitioned campaign operation to an official Congressional office.
- Managed 18 full-time staff and a budget of \$1.3 million.
- Implemented policy and political goals of the office.
- Directed all office communications: franked mail; e-mail; constituent mail; and press communications.
- Worked with campaign finance director to maintain call time and use legislative achievements to assist fundraising communications.
- Developed policy for the office in the areas of immigration, voting reform and ethics.

Kathleen Sebelius for Governor, *Deputy Political Director*

6/05 – 11/06

- Revised scheduling operation, found talent and helped to streamline and more closely align scheduling operation to Governor's Office and Campaign communication and event goals.
- Created and implemented national outreach program to raise campaign money from national donors; including researching and prospecting new donors and working with current donors to expand donor list; raised over \$500,000 in new money for the campaign.
- Increased outreach to core constituencies; developed events and strategies to drive message; strategic guidance of canvass and phone bank outreach to new and targeted voters; ensured effective GOTV effort.
- Revised campaign web site and developed on-line fundraising and communication plan.
- Managed 4th Congressional District campaign office.

John Kerry for President, *Deputy Press Secretary for Operations*

3/04 – 11/04

- As a member of the traveling staff, managed day-to-day operations of the traveling press corps and press arrangements on the road for local and national media.
- Served as pool wrangler.
- Managed and directed advance staff in the field.
- All around troubleshooter and problem solver for logistical crises experienced on the road.

Jasculca/Terman and Associates

7/98 – 8/02

Director, Event Management Division

8/00 – 8/02

Account Executive

7/98 – 7/99

- Provided strategic counsel, crisis management and other support to national and local clients as they implemented event plans including strategic audience outreach, logistical arrangements and media coverage.
- Managed five staff members and additional part-time staff as needed to implement large-scale events on behalf of corporate, civic and government clients.
- Developed strategic documents, including talking points, fact sheets and briefing materials. Conducted media relations and grass roots outreach to build public awareness of and support for client events.
- Developed and managed the logistics for a 5,000-person town-hall meeting to discuss the first series of plans for the World Trade Center Site in July 2002.

- o Team member on an award winning public affairs initiative for the Governor's Commission on the Status of Women in Illinois.
- o Developed and implemented a ten-day trip to Russia for the James Madison Council of the Library of Congress.
- o Worked in conjunction with the Office of the Mayor and other City of Chicago offices in the planning and preparation of a ten-day, three city, 150-person official delegation trip to China.
- o Developed and pitched new client proposals.

Additional Professional Experience

The White House, Office of Advance	2/09 - present
Presidential Inaugural Committee, Deputy Director, Media Logistics, Whistle Stop Tour	12/08-1/09
Democratic National Committee, Legal Intern, General Counsel's Office	6/04
Office of U.S. Senator Richard Durbin, Legal Intern, Judiciary Committee,	Summer 2003
Clinton/Gore 1996 Primary and General Committees, National Advance Team	2/96 - 11/96
Office of Presidential and First Lady Advance, The White House	4/95 - 1/01

Education

University of Pittsburgh School of Law, Pittsburgh, P.A., J.D.	12/05
The George Washington University, Washington, D.C., B.A.	1/98

Admitted to the Kansas Bar (4/06); Admitted to the Washington, D.C. Bar (4/07)

MATTHEW GULA

(b)(6)

EDUCATION

Masters of Public Policy (MPP), International Relations
Pepperdine University 2006, Malibu, CA

Bachelor of Arts, Political Science & Theater
George Washington University 2003, Washington, D.C.

EXPERIENCE

Deputy Field Director, *Organizing for America*, VA (2009-present)

- Execute *Organizing for America's* electoral and issue-based organizing plans for the State of Virginia.
- Work with Congressional staff and other political leadership to analyze impacts of political landscape on the legislative and electoral calendars.
- Manage and coach staff responsible for coordinating hundreds of volunteers throughout the state.
- Analyze, plan, and coordinate field activities based on voter contact and political data.
- Communicate complex legislation and legislative processes to a variety of stakeholders.
- Loaned from *Organizing for America*, to the 2010 Gerry Connolly Campaign, as the Deputy Field Director in a challenging re-election season, and made improvements to the campaign that helped result in a narrow win by eight hundred votes.

Regional Field Director, *Obama Presidential Campaign*, 6th Congressional District, WI (2007-2008)

- Managed the day-to-day operations of 6 field offices and 15 paid staff across a 150-mile region.
- Served as primary liaison to local civic and political leaders and stakeholder groups.
- Developed political and policy communications strategy based on both quantitative and qualitative data.
- Researched, drafted, and edited briefings, speeches, and talking points for high-profile political events.
- Started as a volunteer in the Presidential primary and was quickly hired and promoted through the ranks, serving in various capacities in six states.

Graduate Analyst, *Center for Security Policy*, Washington, D.C. (2005)

- Served as lead graduate analyst and researcher on space security policy.
- Created the policy framework for the Center's *Freedom of Space Project*.
- Developed briefing materials and analysis on a wide-variety of domestic and foreign policy topics, including the national security impact of the proposed Chinese acquisition of the Union Oil Company of California (Unocal).
- Wrote reports and briefings on Congressional hearings and defense/security conferences.

Paralegal, *Goldsmith Law Firm, LLP*, Washington, D.C. (2003-2004)

- Assisted in the development, preparation, and review of pleadings and motions filed in Federal, State and Administrative courts.
- Interviewed prospective clients to determine grounds for employment discrimination claims.
- Prepared fact analyses on client cases to assist counsel in managing case intake.

Congressional Intern, *Office of Senator John Kerry*, Washington, D.C. (2003)

- Analyzed impacts of defense budget appropriations for the State of Massachusetts.
- Conducted research and analysis for foreign policy and defense Legislative Assistants.
- Predicted trends in agency budget and programming and prepared budget and acquisition documents for congressional staff.

(b)(6)

NAYYERA HAQ

(b)(6)

EXPERIENCE

UNITED STATES DEPARTMENT OF TREASURY

May 2009- present

Spokesperson – Budget, Economic Policy and Tax

- Responsible for all aspects of strategy and material development on issues related to domestic economic policy, tax (international and domestic), and federal government's budget.
- Managed team of program administrators and policy staff to develop and implement outreach strategy.
- Coordinated with Members of Congress to develop coherent strategies around Administration's priorities.

UNITED STATES DEPARTMENT OF AGRICULTURE

February 2009–April 2009

Press Secretary

- Chief media manager for 29 agency department, covering issues as varied as farm policy, nutrition, and international food aid.
- Managed development of all public content.
- Advised and travelled with Secretary of Agriculture for all public appearances.

PRESIDENTIAL TRANSITION TEAM

December 2008–January 2009

Press Aide

- Managed confirmation press for Secretary of Agriculture.
- Managed long term press requests for Transition Team, such as Cabinet nominee magazine interviews and in-depth television packages.

OBAMA FOR AMERICA CAMPAIGN

July 2008–November 2008

Communications Director – Western Region

- Chief media strategist and spokesperson for Western states
- Hired and managed staff of 10 for regional teams.

CHILDREN'S DEFENSE FUND

November 2006–November 2007

National Spokesperson

- Designed media strategies to promote advocacy campaigns, including events with celebrities and government officials.
- Managed deputies in 10 regional offices.

CONGRESSMAN JOHN SALAZAR

December 2004–November 2006

Communications Director

- Chief media strategist responsible for re-election efforts of newly elected Member of Congress.
- Managed campaign and state based press assistants.

DEMOCRATIC LEADER NANCY PELOSI

May 2003–December 2004

Media Advisor

- Managed media relations related to public policy affecting women, seniors, and youth.

DEMOCRATIC NATIONAL COMMITTEE

August–September 2004

Consultant

DEMOCRATIC CONGRESSIONAL CAMPAIGN COMMITTEE

May 2001–December 2002

Media Coordinator

EDUCATION

GEORGETOWN UNIVERSITY LAW CENTER

May 2008

Georgetown Fellow of Law and Journalism, Masters of Studies in Law

UNIVERSITY OF MICHIGAN

Bachelors of Arts, History

LANGUAGES

(b)(6)

Mark L. Hamilton

(b)(6)

WORK EXPERIENCE:

Advance Representative to Vice President Dick Cheney (Present)

Presidential Appointee, George W. Bush Administration

The White House

- Travel in advance of the Vice President to coordinate site venues with White House staff and the United States Secret Service
- Contract with vendors to supply resources such as, lighting, staging, press equipment, and backdrops

Advance Representative/Special Assistant to Secretary of Labor (March 2006 – Present)

Presidential Appointee, George W. Bush Administration

United States Department of Labor, Washington D.C.

- Travel in advance of the Secretary to coordinate site venues with DOL staff and the Secretary's protective detail
- Coordinated various domestic and international events for the Secretary such as: World Economic Forum, Davos Switzerland; G-8 Social Partners Meeting, Moscow, Russia; Delegation visit of The People's Republic of China, Minister of Labor & Social Security, Washington, D.C.; Annual ILO Convention, Geneva, Switzerland; and several economic dialogs, Riga, Latvia and Vienna, Austria
- Prepare briefing material and brief the Secretary on event details
- Contract with vendors to supply resources such as, lighting, staging, press equipment, and backdrops

Special Assistant to the Political Director (August 2005–December 2005)

Neugebauer Congressional Committee, Lubbock, TX

- Managed the Congressional Club for significant campaign donors, including orchestrating events, such as conference calls, luncheons, and special appearances by the Congressman
- Coordinated and scheduled fundraising activities throughout the district
- Prepared correspondence, including thank you letters, event invitations, and special requests
- Raised several thousand dollars from PACs and regular campaign donors
- Maintained campaign donor information including FEC and personal contact information

Grassroots/Volunteer Director (July 2004–November 2004)

Congressman Randy Neugebauer's Campaign for U.S. Congress, Lubbock, TX

- Coordinated grassroots efforts for one of the top ten congressional races in the country
- Assisted in coordinating a successful fundraising event for Vice President Dick Cheney's visit
- Managed the campaign's volunteer workforce and delegated duties to volunteer
- Directed block walking actives in coordination with the Lubbock County Republican Party
- Created and planned a coalition of "Greeks for Bush"

EDUCATION:

Texas Tech University, Lubbock, TX

- Bachelor of Science, Architecture and Business Administration, December 2005
- Texas Tech Center, Seville, Spain; Architecture., Summer 2003
- University of Salamanca, Salamanca, Spain; Spanish, Summer 2003

VOLUNTEER EXPERIENCE:

- Lubbock County Republican Party- Volunteer/Contributor, block walked every other weekend for two months, and gathered emails for newsletter mail outs
- United Blood Services Annual Derby Days - Coordinator
- American Cancer Society - Volunteer/Contributor

EXTRACURRICULAR ACTIVITIES:

- The Sigma Chi Fraternity - President
- Intramural sports
- Design residential dwellings

Skills

National Security policy analysis, Policy development through coordination and consensus-building, Risk management, Excellent writing and critical/innovative thinking skills

(b)(6)

Professional Experience

**ANTITERRORISM ANALYST
CRA, Inc.**

**Alexandria, VA
August 2007 – Present**

Responsibilities:

- Provide direct antiterrorism (AT) policy, planning, and doctrinal support to Headquarters Marine Corps (HQMC)
- Work closely with senior military officials to solve complex problems relating to AT within the United States Marine Corps (USMC)
- Conduct multifaceted AT research, analysis, and policy development for HQMC

Key Accomplishments:

- Primary author of a progressive and keystone USMC antiterrorism handbook
- Coordinated the development and adjudication of a new AT Marine Corps Order
- Co-developed a comprehensive, all-hazards risk management process for the USMC
- Conceptualized and created simple figures to explain complex risk management and AT-related processes
- Revamped and managed USMC Level III AT training
- Successfully led HQMC Antiterrorism Working Group of senior level attendees
- Proposed, pursued, and developed an HQMC AT newsletter to address communication issues throughout the Marine Corps, which has been commended by the Deputy Commandant, Plans, Policies, and Operations

Training and Certifications:

- Certified DoD Antiterrorism Officer
 - Homeland Security Exercise and Evaluation Program Training
 - FEMA Independent Study Course 100, Incident Command System
 - FEMA Independent Study Course 120, Community Disaster Exercises
 - FEMA Independent Study Course 139, Exercise Design
 - FEMA Independent Study Course 700, Introduction to National Incident Management System
 - FEMA Independent Study Course 800A, Introduction to the National Response Plan
 - Instructor Development Certification - National Center for Biomedical Research and Training, Academy of Counter-Terrorist Education
 - Microsoft Excel
-

ANDREW D. HEIGHINGTON

(b)(6)

Publications:

- Marine Corps Order 3302.1E – Antiterrorism Order (AWAITING SIGNATURE)
- AT Manual 3302 – USMC Antiterrorism Handbook (IN STAFFING)

Professional Associations: Security Analysis and Risk Management Association

Education

UNIVERSITY OF RICHMOND
Bachelor of Arts in Criminal Justice and Spanish

Richmond, VA
May 2007

Cumulative (b)(6)

Key Awards: Phi Beta Kappa honor society, 2007 Arts & Sciences Honors Convocation Speaker, Golden Key International Honour Society, Most Outstanding Spanish Student

Additional Experience

QUEST RESEARCH COURSE
University of Richmond

Richmond, VA
2006-2007

Responsibilities:

- Create, implement, manage, and evaluate a complex project that spanned over 2 years

Key Accomplishments:

- Evolved a simple idea into a sophisticated interdisciplinary research course
- Developed a unique synergy across the disciplines of arts and sciences, law, business and leadership studies
- Received a \$30,000 grant from the University to develop course and conduct field research in Vienna, Austria
- Conducted a personal interview with a United Nations terrorism prevention expert
- Completed an extensive research paper on the dynamics of international security
- Inspired students to create a Phase II of the course
- Currently writing an article on the course for publication

Christopher Henderson

(b)(6)

Education

- Oct 2003 – Jul 2004 University of Cambridge** *Cambridge, United Kingdom*
- M.Phil. in International Relations
 - Graduated with a distinction in examinations, invited to return for Ph.D.
- Aug 1999 – May 2003 Georgetown University** *Washington, DC*
- B.S. in Foreign Service, *Cum Laude*, 3.67/4.00 GPA
 - Led 80+ members of the *Delta Phi Epsilon* Professional Foreign Service Fraternity as President
 - Managed 100+ students on 3 annual work-service trips to Appalachia as service organization president
 - Top graduate from Air Force Officer Training (1 of 10)
-

Work and Leadership Experience

- Aug 2008 – Present: Assistant National Veterans Director, Obama for America** *Chicago, IL; Washington, DC*
Assistant to National Security Spokesperson, Presidential Transition Team
- Researched sensitive national security issues of media interest; alerted spokesperson to international developments
 - Promoted to paid staff within 6 weeks ahead of campaigners w/ 4 months more experience
 - Synced grassroots supporters with campaign staff in all 50 states – united efforts multiplied voter contact
 - Led New Mexico veterans outreach; interviewed by 15+ press outlets—decreased margins 13 pts in GOP counties
 - Increased Navajo voter participation 25%; personally tasked by state director to manage paid canvassers
 - Coordinated 30+ admirals, generals, distinguished vets for pre-debate events. Developed a novel approach to match speakers to voter markets. Given task by Richard Danzig, former Secretary of the Navy.
- Oct 2007 – Aug 2008: Flight Commander, National Security Agency** *Fort Meade, MD*
- Led 75+ personnel gathering intelligence supporting the Afghan and Iraq Wars and the National Security Agency
 - Motivated subordinates to design, produce original analysis products – new intel drove 50+ attacks against Taliban
 - Awarded Intelligence Officer of the Year (1 of 5)
- Aug 2006 – Oct 2007: Analyst and Section Lead, Joint Interrogation Center** *Baghdad, Iraq*
- Identified and nominated highest-threat terrorists and insurgents for prosecution in Iraqi courts
 - Led analyst team to recover missing US military personnel. Personally briefed family on case status. Guided interrogation direction and developed new intelligence sources. Freed detained Iraqis & facilitated capture of others
 - Developed a report on foreign fighter infiltration for US Ambassador to Iraq and Iraqi Foreign Ministry
 - Fused data on 25K+ detainees; directed design of empirical analysis tools – proved correlations between detention practices and insurgent recruitment trends – results briefed to Gen Petraeus and US capture paradigms changed
 - Selected by commander as top 10% of peer group
- Aug 2005 – Aug 2006: Executive Officer & Watch Officer** *Osan AB, South Korea*
- Supervised threat warning team during North Korean missile crisis; missile launch immediately 11'd, 3-star general promptly informed, Korea-based American forces and President Bush alerted
 - Assisted commander in unit administration, and subordinate evaluation. Chosen ahead of ten other peers.
 - Implemented first-ever analysis of North Korean leadership and potential war-time practices. Briefed to general.
 - Managed multiple unit programs during critical inspection – squadron awarded coveted "Excellent" rating
- Aug 2004 – Aug 2005: Executive Officer & Student, Intelligence Officer Training** *Goodfellow AFB, TX*
- Top graduate out of a class of 20 and given toughest assignment available
 - Chosen by commander from 150+ students as personal aide, orchestrated squadron project assignments
-

Skills, Interests, and Other Accomplishments

- Ironman Triathlete; completed 8 marathons, including Boston 2005 and Great Wall of China 2006
- Bicycled across the United States for Catholic Relief Services in 2003

Daniel J. Herman

(b)(6)

(b)(6)

(b)(6)

WORK EXPERIENCE

March 2009-Present

Organizing for America

Missouri State Director

St. Louis, MO

- Oversaw all aspects of issue advocacy and organization building in targeted state
- Designed statewide strategy to build grassroots support and earn media coverage for issue campaign
- Managed Field staff and was directly responsible for implementing New Media, Communications and Political aspects of state strategy
- Responsible for building coalitions of allied individuals and groups and responsible for maintaining political relationships across the state.

July 2008-November 2008

Missouri Campaign for Change

Deputy Field Director

St. Louis, MO

- Oversaw five field regions, each with a Regional Field Director, Deputy Regional Field Director, Regional GOTV Director and 10 Field Organizers.
- Managed Regional Field Directors to ensure their regions hit volunteer capacity building and voter contact goals.
- Assisted State Field Director with designing and implementing Field plan and Get Out The Vote (GOTV) plan
- Designed and led statewide trainings for Field staff on voter registration, persuasion, and GOTV

June 2007-June 2008

Obama for America

General Election Startup Team Lead

Las Vegas, NV

- Led a team of Organizers in reactivating volunteer leadership from Primary Campaign and kicked off Vote For Change National Voter Registration Drive
- Prepared for Obama Organizing Fellows summer internship program

Regional Field Director

Wilkes-Barre, PA

- Supervised 6 Field Organizers, responsible for three counties in Northeastern Pennsylvania
- Coordinated with other campaign departments as regional lead on Political and Press issues
- Consistently exceeded voter contact goals and executed a strong GOTV operation incorporating out of state volunteers

Data and Field Organizer

Houston, TX

Regional GOTV Director

Montgomery, AL

Field Organizer

Florence, SC

- Built and organized a volunteer campaign structure in three counties in rural South Carolina
- Recruited and trained volunteer leaders and formed them into neighborhood teams
- Managed neighborhood teams that were responsible for voter contact goals and GOTV goals in their specific turf
- Transitioned teams into GOTV staging locations that implemented an aggressive coordinated effort of canvassing, phone calling, and poll checking

August 2006-November 2006

Campaign Manager

Jason Grill for Missouri State Representative

Kansas City, MO

- Executed a winning campaign in suburban Kansas City
- Supervised staff including: volunteer coordinator, office assistant, field organizers, and interns
- Designed and implemented entire field plan and GOTV operation
- Managed all aspects of campaign including: direct mail plan, fundraising, and press relations

EDUCATION

Saint Louis University, St. Louis, Missouri
Bachelor of Arts in Political Science

May 2006

Katie Ingebretson

(b)(6)

Experience

January 2007 to November 2008; 80 hours per week; various locations and positions, as outlined below, Obama for America;

June 2008 to November 2008; General Elections Director, Richmond, VA

Oversaw \$8.6 million budget and 135 person field operation for the Virginia general election. Managed politically sensitive relationships with the Coordinated Campaign and the State Democratic Party with regular meetings to maintain coordination and good rapport. Worked with Chicago HQ on a weekly basis for budget approval and movement of money between campaign accounts. Coordinated with mail vendor for design, content and approval of all mail pieces.

April 2008 to June 2008; Director of Paid Phones & Midwest General Election Desk, Chicago HQ

Aided in creating and executing paid calls plan for remaining primary states with a budget of over \$1.3 million. Wrote and coordinated with state communications staff on all robo and live call scripts. Worked with the Chicago budget department for approval of all paid phones costs in conjunction with state budget teams. Oversaw movement and day to day tasks of staff deployed to Ohio, Missouri, Iowa, Michigan and Wisconsin in preparation for general election. Managed deployed staff's tasks, including political meetings with community leaders, voter registrations drives, and activist engagement through volunteer activities.

February 2008 to April 2008; Regional Director, Austin, TX

Led a team of 20 staff in the execution of field plan for both the primary/caucus and the county conventions. Helped develop regional strategy for Texas' unique primary/caucus system. Managed and maintained key political relationships through regular meetings and briefings on the campaign's activities. Aided in execution of surrogate and candidate trips, from working to find a site to making sure political invites and choosing the speaking program were handled with tact and were sensitive to needs of the region.

January 2008 to February 2008; Idaho State Director, Boise, ID

Oversaw general operations, political, earned media, and the field plan that brought the campaign its largest margin of victory throughout the primaries. Staffed then Senator Obama during his visit to the state, ensuring that he was thoroughly briefed on pertinent events and cultural norms of Idaho. Worked in conjunction with the Idaho Democratic Party to ensure they were logistically prepared for the caucuses, which are the largest individual caucuses in the country.

January 2007 to January 2008; Regional Field Director, Waterloo, IA

Managed 18 organizers in 11 counties to execute successful field plan, which included large elements of persuasion, turnout, and caucus education. Managed and maintained key political relationships throughout the region to earn their endorsement and support for the campaign. Worked closely with county parties to ensure logistical preparation for the caucuses was adequate for expected turnout.

April 2006 to November 2006; 70 hours per week; Campaign Manager, Iowa Democratic Party; Waverly, IA; Supervisor Emily Parcell, (515)480-8497

Managed campaign for Bill Heckroth's successful bid for State Senate in a predominantly Republican district. Oversaw general operations, communications, candidate schedule, earned media, an extensive field plan, and a fundraising operation for the campaign. Worked with mail vendor for design, creation, message and approval of all pieces. Raised over \$400 thousand for the race through events and candidate outreach.

September 2000 to December 2003; 20 hours per week; Marketing Director, LSI America Corporation; Austin, TX; Supervisor David Chan

Developed marketing campaigns and strategies with CEO for a cancer preventative multi-antioxidant. Attended community events as a representative of the company. Collaborated with graphics designer in the development of website.

Education

B.A. History, minor in Economics. The University of Texas, Austin

WORK EXPERIENCE**White House: Executive Office of the President – Presidential Personnel Office, Washington, DC**

White House associate, February 2010–Present

- Helped in the selection process for a Presidential board
- Reviewed 3,000 applications for prospective White House Summer 2010 interns and placed finalists in White House departments including White House Counsel, Political Affairs, Legislative Affairs, and Correspondence
- Provided expertise in adaptive technology and orientation and mobility in securing accommodations for interns with disabilities
- Conducted public records checks for over 120 individuals awaiting presidential appointments

Defense Technical Information Center (Department of Defense), Fort Belvoir, VA

Management Technician, May 2009–September 2009

- Researched the implementation of new programs and presented recommendations at meetings with senior officials
- Scheduled large training sessions, lunches, and meetings
- Tested software to increase efficiency in extracting identifying information of documents submitted to the DTIC collection

Truman National Security Project, Washington, DC

Communications and Political Intern, December 2008–January 2008

- Scheduled meetings for 120 Truman fellows to discuss progressive national security policy with Congressional staff
- Edited materials to be distributed to Truman Fellows and the national media in preparation for the organization's annual convention
- Developed and maintained membership records

Ohio Democratic Party in partnership with the Campaign for Change, Athens, OH

Organizer – Ohio Youth Corps, September 2008–November 2008

- Recruited, trained, organized, and managed hundreds of volunteers into specialized canvassing, registration, and phone banking teams
- Helped coordinate events attended by thousands of local residents featuring campaign surrogates, including Vice-President Biden, Max Kennedy, and Luke Perry
- Presented to classes and student organizations of up to 150 students about the importance of registering to vote, voting, and voting early
- Scheduled and organized canvasses, meetings with classes and student organizations, and phone banks

Office of U.S. Senator Bill Nelson (FL), Fort Myers, FL / Washington, DC

Intern, June 2007–August 2007 / January 2008–February 2008

- Drafted talking points for the senator's speeches on small business development and agriculture
- Scheduled and planned a round-table discussion with the senator for 50 local and state officials
- Corresponded with hundreds of constituents daily via telephone and mail regarding policy concerns and casework

Association for Diplomatic Studies and Training, Arlington, VA

Intern, September 2007–December 2007

- Created country primers composed of interviews of former diplomats to be distributed to newly arriving Department of State staff
- Transcribed interviews of former diplomats and journalists to be published by the Library of Congress

Office of U.S. Congressman Ron Kind (WI), Washington, DC

Intern, January 2007–February 2007

- Composed letters and memos addressing legislation regarding immigration, energy, teacher loan forgiveness, and the Pyramid
- Interacted with constituents to schedule appointments and to address policy concerns

Office of Florida State Senator Dave Aronberg, Fort Myers, FL

Intern, May 2004, May 2005–August 2005

- Managed constituent bases, serving as a liaison between constituents and state and federal agencies
- Produced talking points for the senator's public appearances regarding animal cruelty and state taxes

Collier County Sheriff's Office Victim/Witness Assistance Bureau, Naples, FL

Deputy Sheriff, May 2005–August 2005

- Provided resource mapping for victims/witnesses of violent crimes, domestic violence, crimes against senior citizens, and human trafficking
- Translated human trafficking documents and research between Spanish and English
- Researched and composed educational materials on human trafficking and fraud to be distributed to the community

ADDITIONAL WORK EXPERIENCE & VOLUNTEER ACTIVITIES

- Additional Work Experience: Grand Hyatt Washington (PBX Operator Intern, February 2010–April 2010), Montklov Elementary School (Spanish teacher, October 2006–April 2007), Representative Mike Honda (extern, October 2008), Temple Shalom of Naples (Hebrew/music teacher, September 1999–May 2004), Jack Jacobsen Enterprises, Inc. (interpreter, June 1998–June 2004)
- Volunteer Activities: I Could Be (mentor), Stop Modern Slavery, Women's Information Network, Human Project, VT Democrats

SECURITY CLEARANCE, SPECIAL TRAINING, LANGUAGE & TECHNICAL SKILLS

- (b)(6)
- Special Training: Information Assurance, Anti-Terrorism, Counter-Intelligence, Counter-Terrorism, ODPSEC
- Language Skills: (b)(6)
- Technical Skills: MS Office Suite, CRS, CG, Interfac, STINET, TR STINT, VoteBuilder, Encore, Feeps – Typing speed: 1100 words per minute

EDUCATION

- Middlebury College, Middlebury, VT
Bachelor of Arts, May 2008, Major: Political Science
Senior Thesis: The effects of human trafficking legislation and its international implications on the act of trafficking in persons

Carrie Anne Kagawa

(b)(6)

Education

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN August 2003-May 2007
College of Liberal Arts and Sciences
Bachelors of Arts, Political Science and Psychology

STUDY ABROAD PROGRAM; CAPE TOWN, SOUTH AFRICA December 2006-January 2007

- Researched the Resource Action Group, an organization that provides computer literacy in rural areas
- Devised organization marketing strategies including pamphlets, broadcasting, and editorials to news outlets

Work Experience

DEPARTMENT OF DEFENSE September 2009-Present
Defense Fellow

OFFICE OF THE SECRETARY OF DEFENSE, DETAINEE POLICY (OSD DTP)

- Executed the case-by-case review of Guantanamo detainees per Executive Order 13492
- Prepared action memos for Deputy Secretary of Defense signature and Principal's/Deputy's Committee meetings
- Compiled the OSD DTP weekly brief for the Under Secretary of Defense for Policy review

JOINT TASK FORCE 435 (KABUL, AFGHANISTAN) April-September 2010

- Served as a lead for the Detainee Transfer Request process, reviewing sensitive information and briefing the Three Star Commander on a daily basis on the sufficiency of each package
- Appointed as the JTF 435 Headquarters Lead to the International Committee of the Red Cross, developed this relationship through meetings both in Kabul and directly in the Detention Facility in Parwan
- Responsible for tracking all third country national detainee and high visibility detainee matters

THE WHITE HOUSE

PRESIDENTIAL CORRESPONDENCE

Coordinator of Greetings (position reflected in bullets) January-August 2009
Senior Correspondence Analyst

- Managed and quality controlled the work of 2 staff members, 3 interns, and 10 volunteers
- Developed new ways to reach out to the constituency through mass mailings, info line, and new media
- Corresponded with White House Staff, Congress, and the general public to address greeting requests

UNITED STATES SENATE

OFFICE OF SENATOR BARACK OBAMA; CHICAGO, ILLINOIS

Constituent Services Agent November 2007-November 2008

- Oversaw 250-300 constituent cases in veterans, labor, prison, and housing issues
- Liaised between constituents, federal agencies, and elected officials resolving federal concerns
- Represented former U.S. Senator Obama at events addressing veteran issues
- Served as the Asian American outreach representative, attending various community events

Intern to the Director of Constituent Services Summer 2005, 2006, 2007

- Corresponded with federal agencies, state agencies, and elected officials resolving constituent cases
- Executed resolution of constituent concerns in primarily veterans, labor, prison, and housing issues

University Activity Highlight

MIDWEST ASIAN AMERICAN STUDENTS UNION April 2006-March 2007
Conference Chair

- Supervised programming of a conference on Asian American politics, culture, and historical activism
- Secured a \$70,000 budget, 50 workshop presenters, 5 keynote speakers, and 2 unreleased documentary screenings
- Coordinated 782 registered attendees from 30 universities during the three-day conference

CHRISTOPHER M. KIRCHHOFF

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EDUCATION

CAMBRIDGE UNIVERSITY, Ph.D. Candidate, Faculty of Social and Political Sciences (exp. July 2009)

- Ph.D. dissertation, "Fixing the National Security State: Commissions and the Politics of Disaster and Reform."
- One of 40 Americans elected from 8,000 applicants to a **Bill and Melinda Gates Cambridge Scholarship**, Cambridge's equivalent to the Rhodes scheme. M.Phil in Politics, 2002.

HARVARD UNIVERSITY, A.B. History and Science *Summa Cum Laude* (field) with highest honors (2001)

- Graduated top 6% of class. Senior thesis named top in social sciences by Hoopes Prize Committee.
- Political Columnist, *The Harvard Crimson* and Student Advisory Committee, JFK Institute of Politics.

PROFESSIONAL EXPERIENCE

LEAD WRITER, Special Inspector General for Iraq Reconstruction (2006-Feb. 2009)

- Co-author of *Hard Lessons: The Iraq Reconstruction Experience*, a 28-chapter official history coined "the Iraq Pentagon Papers" by the *New York Times*. *Hard Lessons* documents the role of ORHA, CPA, NSC, State, Defense, USAID, USACE, and major contractors from 9/13/01 through the surge.
- Led White House Situation Room briefing for NSC staff. SIGIR liaison to Iraq Study Group.
- Civilian Service Medal for missions undertaken in Iraq at voluntary risk of life.
- Special Service Award for outstanding contributions to U.S. National Security.

FELLOW and ADJUNCT LECTURER, JFK School of Government, Harvard University (2004-06)

- Research on institutional failure under Prof. Sheila Jasanoff and Prof. Ernest May.
- Adjunct Lecturer, Kennedy School Communications Program.

SCIENCE POLICY ADVISOR, Kerry-Edwards for President (2004)

EDITOR, Space Shuttle Columbia Accident Investigation Report (2003)

- Authored investigation findings on NASA organizational failures and "broken safety culture," shuttle program history, and national space policy (report chapters 1, 2.6, 2.7, 5, 6, 7, 8 & Appendix A).

ISSUES DIRECTOR, New Hampshire State Democratic Party (2002)

RESEARCH INTERN, White House Office of Science & Technology Policy (Summer 1997 & 1998)

- Contributor to Presidential and Vice-Presidential speeches on technology and environment, congressional testimony, and briefing papers for Vice-President and Science Advisor.

REFERENCES

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KOBY J. LANGLEY, ESQ

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DEPARTMENT OF VETERANS AFFAIRS

February 2009 – Present

Special Assistant to Secretary Eric K. Shinseki

- Advisor for Strategic Communications and Planning
- Secretary's Detail to The President's Interagency Policy Committee on Military Families
- Secretary's Detail to The President's Task Force on Puerto Rico

PRESIDENTIAL TRANSITION TEAM

November 2008 – January 2009

Team Member – Agency Review Team, Department of Veterans Affairs

- Team lead for departmental review (External Stakeholders)

VETERANS FOR OBAMA

March 2008 – November 2008

National Policy Volunteer/ National Volunteer Organizer

- Chief field organizer for national volunteer arm of Veterans for Obama
- Developed a 50 State Veteran Outreach and managed the volunteer field operations with over 75 volunteer staff offices across the country and 2000 volunteers
- Team lead - Obama Policy Advisory Team for Veterans Outreach

VETERANS FOR MURPHY

January 2006 – February, 2009

Personal Advisor

- Veterans Volunteer Organizer for Congressman Patrick J. Murphy
- Conducted local press interviews and numerous major media market interviews
- Prepared talking points for Congressman Patrick J. Murphy on Iraq War Detainee Policy

LITIGATION ATTORNEY – PLAINTIFF / MEDIATOR

January 2006 – February, 2009

The Langley Law Group, LLP, Washington DC; Bethesda, Maryland; Denver, Colorado

- Chief Executive Officer and Managing Partner
- Federal Tort Claims Act and Federal Litigation Expert - American Association of Justice

TORT LITIGATION ATTORNEY - DEFENDANT

July 2003 - January 2006

U.S. Army Litigation Division, Torts Branch, Arlington, Virginia

- Civil litigation support for over 160 cases for The U.S. Department of Justice.
- Participated as co-counsel in four bench trials; won over thirty cases on motion.
- Represented the Army in over 50 mediations; Certified Mediator - Harvard Law School.

RULES OF ENGAGEMENT ATTORNEY

January 2003 - July 2003

82d Airborne Division, 2ND Brigade Combat Team, Baghdad, Iraq

- As Command Judge Advocate, designed and implemented the first Foreign Torts Claims Act policy for claim backlog compensation. Utilizing this model, DoD paid \$26 million to settle 21,450 claims from FY2003 to FY2006 in Iraq and Afghanistan. (GAO, 50)
- Awarded Bronze Star for Service as Command Judge Advocate of 3K+ Brigade Combat Team

CRIMINAL JUSTICE INSTRUCTOR

January 2001 - August 2001

University of Maryland University College, Vitina Kosovo

- Founded the first continuing college education program in Vitina, Kosovo for service members.
- Instructed four Introduction to Criminal Law courses to service members.
- Funded a need-based scholarship for deployed soldiers.

EDUCATION

GEORGETOWN UNIVERSITY

January 2009 – Present

- Masters Candidate – Corporate Communications

JUDGE ADVOCATE GENERAL SCHOOL

March 1999

University of Virginia, Charlottesville, Virginia, J.A.

- Awarded Class Honors for Outstanding Trial Advocacy

COLORADO SCHOOL OF LAW

December 1997

Boulder, Colorado, J.D.

- Early Accession Program – 2.5 Year Graduate
- Advanced Legal Writing Honors – First in Class

UNIVERSITY OF NOTRE DAME

May 1995

Notre Dame, Indiana, B.A., Sociology

- Four-Year Academic ROTC Scholar Fellow

NOTABLE MILITARY HONORS

Iraq Campaign Medal (2005); Global War on Terrorism and Expeditionary Medals (2004); Bronze Star Medal (2003); Meritorious Service Medal (2003, 2006); Army Commendation Medal (2002); Army Achievement Medals (2001, 2000); Kosovo Campaign Medal with Bronze Star Device (2001)

BAR ADMISSIONS

Michigan State Bar, Colorado State Bar, District of Columbia Bar, Maryland State Bar, US Supreme Court.

PROFESSIONAL MEMBERSHIPS

Federal Bar Association, Federal Litigation Section; Former Vice-President and Newsletter Editor - American Association of Justice, Military Law Section; Association for Conflict Resolution, Maryland; Maryland Council for Dispute Resolution; Bar Association for the District of Columbia; Urban League.

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REFERENCES (contact information provided upon request)

JONATHAN LIPPMAN LEE

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EXPERIENCE

U.S. DEPARTMENT OF DEFENSE, OFFICE OF GENERAL COUNSEL, Washington, DC
Special Counsel to the General Counsel March 2009-present
Advise DoD General Counsel on various legal and policy issues. Work extensively with military personnel of all ranks, including senior general and flag officers. Received "Award for Excellence" for DoD civilians.

Don't Ask, Don't Tell: Served as DoD General Counsel's lead staffer on all "Don't Ask, Don't Tell" matters, including the 9-month, 68-person working group that produced the *Report of the Comprehensive Review of the Issues Associated with a Repeal of "Don't Ask, Don't Tell."*

- Drafted and edited large portions of the working group's report and accompanying implementation plan, the March 2010 revisions to "Don't Ask, Don't Tell" implementing regulations, and various DoD internal policy memoranda and Congressional correspondence from the Secretary of Defense.
- Developed legislative and media responses with Assistant Secretaries of Defense for Legislative Affairs and Public Affairs.
- Reviewed draft briefs and advised on litigation strategy in "Don't Ask, Don't Tell" litigation.

Detention Policy/Military Commissions: Managed various aspects of DoD and interagency initiatives pertaining to detention policy, Guantánamo Bay, and military commissions reform.

- Led revision and interagency coordination of the *2010 Manual for Military Commissions*, as required by the Military Commissions Act of 2009.
- Represented DoD during negotiation of the *Final Report of the Detention Policy Task Force*, mandated by Executive Order 13,493 and co-signed by the Secretary of Defense and Attorney General.
- Negotiated joint DoD-DOJ responses to Congressional questions for the record, which set forth the Administration's position on the Military Commissions Act of 2009 and other aspects of detention policy.

OBAMA FOR AMERICA & PRESIDENTIAL TRANSITION TEAM, Chicago, IL & Washington, DC
Legal assistant, Transition National Security Policy Working Group Dec. 2008-Jan. 2009
Provided legal and policy research for national security legal adviser and executive order drafting team.

Foreign/domestic policy intern, Policy Department (National Headquarters) June 2008-Nov. 2008
Produced campaign responses to policy questionnaires from interest groups and media organizations. Coordinated foreign policy rapid-response team for presidential debates.

CLEARY GOTTLIEB STEEN & HAMILTON, New York, NY; Hong Kong, China; Beijing, China
Summer legal associate May 2007-Aug. 2007
Assisted with international acquisitions and litigation in New York and China offices of international law firm.

OFFICE OF THE U.S. TRADE REPRESENTATIVE, Washington, DC
WTO and Multilateral Affairs intern June 2006-Aug. 2006
Assisted with Doha Round of World Trade Organization negotiations, U.S.-Malaysia free-trade negotiations.

MCKINSEY & COMPANY, New York, NY
Business analyst Oct. 2003-June 2005
Counseled corporate and non-profit clients for global management consulting firm.

EDUCATION

STANFORD LAW SCHOOL, J.D., with distinction, June 2008
Activities: *Stanford Law Review*, Senior Editor
Stanford Board of Trustees Committee on Development, Student Member

UNIVERSITY OF CAMBRIDGE, Jesus College, MPhil in Land Economy, July 2003
Honors: Departmental commendation (for top two graduates in program)

HARVARD COLLEGE, A.B., magna cum laude, in Social Studies, June 2002
Honors: Phi Beta Kappa
Activities: *Harvard Political Review*, Managing Editor

(b)(6)

OTHER

Member of California Bar. (b)(6)
(b)(6)

I bring political training and a diverse arsenal of technical tools to bear on complex management decisions.

WORK HISTORY

Management and Technology Consultant

Dec, 2003 – Present

Currently leading visible and contentious technology acquisition decision for Department of Veterans Affairs. Clients have included national political organizations (DNC, DSCC, DCCC), businesses (RayGroup Intl, Solutions for Progress) and local campaigns (PA Coordinated campaign, Fattah for Mayor, GoodWorks-PAC). Work has included large team management; technical innovation; and high-level consultation with national leaders.

Targeting and Modeling Lead, Obama for America

June, 2008 – Jan, 2009

Senior statistician for the Obama headquarters in Chicago. Managed multi-source data infrastructure for voter targeting and analysis. Responsible for rapid response to senior strategists for decisions on voter targeting, media buys, and turnout. Work led to on-the-ground successes in key states. Innovated and tested the persuasion model used nationally.

Chief Internet Architect, Democratic National Committee

Feb, 2001 – May, 2003

Designed and managed the national party's online fundraising systems and accompanying strategies. These systems were also used for DSCC, DCCC, and Kerry '04, resulting in the first swing to Democratic fundraising superiority in thirty years.

Chief Software Engineer,

Apr, 1999 - Nov, 2000

Director of Scientists and Engineers for Gore, Gore 2000

Built and used the first database-driven email, intranet and external web applications used in a Presidential campaign. Wrote talking points, press releases, and science policy summaries.

Early Internet Innovations

1992 - 1996

- Net.Capitol, Inc., '96-'99: co-founded early political Internet technology company
- Sen. John Kerry, D-MA, '96: set up email, website, and online fundraising systems.
- City of Cambridge, '94: first municipal website in MA.
- whitehouse.gov, '93: author on first White House website.
- Sen. Edward Kennedy, D-MA, '93: built and maintained first Senate website.
- Clinton-Gore '92: built and managed first email and Usenet campaign.

Post-Doctoral Fellow, MIT Artificial Intelligence Lab

1994 -1995

Designed advanced political Internet technology and applications (see above). Applied results of PhD Thesis in cognitive neuroscience to political campaigning. Used parameterized basis functions to build intelligent control systems for optimal routing of political and organizational communications.

Research Associate, Schlumberger Palo Alto Research Lab

1986-1987

Developed original speech processing algorithms using neural and biological models.

ACADEMICS

2000-2002

Adjunct Professor, Political Management, George Washington University

1989-1995

Massachusetts Institute of Technology, PhD in Cognitive Neuroscience

1984-1987

University of California at Berkeley, MS in Computer Science (EECS)

1980-1984

University of Illinois at Urbana-Champaign, BS in Mathematics

Publications and references available upon request.

ERIN MARIE LOGAN

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EXPERIENCE

United States Senate, Committee on Foreign Relations
Senior Professional Staff Member

June 1997 – January 2009

Primary advisor to Chairman Biden on defense issues and policies, including yearly Defense Authorization, Defense Appropriations, and Military Construction Appropriations bills.

- Developed military policy initiatives and recommendations for Chairman Biden, including the following successful efforts: provided over \$22 billion for the rapid production and fielding of Mine Resistant Ambush Protected Vehicles, increased hazardous duty pay for middle and senior level enlisted aircrews, increased the Marine Security Guard Battalion by 400 marines, kept C-5 modernization funding intact, provided over \$284 million for Delaware military construction, directed over \$298 million to Delaware based military research and procurement, and prevented the closure of Delaware's Air Guard base in the 2005 Base Realignment and Closure round.
- Represented Chairman Biden in meetings with senior military and civilian defense personnel, other Administration personnel, constituents, defense contractors, and lobbyists to promote Senator Biden's priorities.
- Drafted statements and reports for the Chairman, including 2001 report on C-5 parts shortages and 2005 report to the BRAC Commission regarding faulty analysis of Delaware's Air Guard base.
- Advised the Senator and Committee on defense legislation and varied global treaties and foreign policy issues, including the Law of the Sea Treaty and the Comprehensive Test Ban Treaty.
- Provided information and assistance for Committee hearings and briefings related to defense policy.
- Observed U.S. military operations, training, and exercises to assist Senator in oversight role.
- Briefed U.S. and foreign military officers and other groups regarding Congressional operations.
- Analyzed the impact of operations in Iraq, Afghanistan, and the Balkans on U.S. defense capabilities and spending.

Presidential Transition Team

November 2008 – January 2009

Department of Veterans Affairs Agency Review Team – Congressional Outreach Lead

- Organized and coordinated consultations with key Congressional stakeholders regarding veterans issues.
- Ensured that the Office of the President Elect and the nominee for Secretary of Veterans Affairs had a clear understanding of Congressional concerns and priorities for veterans issues.

Obama-Biden Campaign For Change – Ohio

October 9, 2008 – November 5, 2008

Out of State Volunteer Coordinator for Region 19 & Deputy Staging Location Director

- Handled logistics for all out of state volunteers and helped assign them to Field Organizers.
- Assisted Region 19 staff in all aspects of campaign operations and Get Out the Vote effort.
- Ensured highest possible voter turnout in critical urban areas as Deputy Staging Location Director.

National Endowment for Democracy

October 1994 - August 1995

Assistant Editor and Director's Assistant

- Wrote and researched three regular features of the *Journal of Democracy*.
- Edited manuscripts for the *Journal of Democracy*.
- Assisted in organizing international conferences for International Forum office.

EDUCATION

Air Force - Air Command & Staff College Graduate

October 1999

Intermediate Professional Military Education Phase 1 Joint PME accreditation

Columbia University - School of International & Public Affairs

May 1997

Master of Public Administration

Princeton University - Woodrow Wilson School of Public Policy & International Affairs June 1993

Bachelor of Arts

LANGUAGES

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AWARDS

National Guard Association of the United States Patrick Henry Award recipient, September 2004

Delaware National Guard Outstanding Support Award recipient, January 2004

Jacob K. Javits Fellowship recipient, Fall 1996

Eric M. Lynn

(b)(6)

GEORGETOWN UNIVERSITY LAW CENTER, Washington, DC

Juris Doctor

International Law Review; Georgetown Juvenile Justice Clinic

Member of the Florida and District of Columbia Bars

NORTHWESTERN UNIVERSITY, Evanston, Illinois

Bachelor of Arts (College of Arts and Sciences Scholar) Major: History – sphere of focus: Middle East

Hebrew University, Study Abroad Program, Jerusalem, Israel; *Hebrew fluency*

Experience

OBAMA FOR AMERICA, Chicago, IL

2007-2009

Middle East Policy Advisor and Jewish Community Liaison

- Worked with Foreign Policy team on Middle East Policy, focusing on Israel, the Palestinian Authority and Iran. **Led Congressional Relations with Jewish Senators and Members.** Drafted memos, edited speeches and Question and Answers for President Obama.
- Directed national outreach efforts in Jewish Community; recruited, hired and managed Jewish Outreach staff in battleground states, helping to ensure that 78% of the Jewish electorate nationwide supported President Obama. Briefed President Obama on policy issues prior to relevant meetings.
- **Presidential Inaugural Committee 2009, Congressional Relations and Political Outreach**

PATTON BOGGS, LLP, Washington, DC

2006-2007

Attorney at Law

- Worked on legal matters within the Public Policy and Litigation Departments
- Focused on Public Policy work in Homeland Security, Energy, Defense, Transportation, Health, and Municipal Representation.

UNITED STATES CONGRESS, REP. PETER DEUTSCH, Washington, DC

2001-2005

Legislative Director - Foreign Policy, Defense and Energy and Commerce Committee issues

- Closely followed the legislative process in Congress with focus on foreign policy; analyze, discuss, and draft legislation in order to further Congressman Deutsch's legislative agenda, including within the Energy and Commerce Committee. Assisted in oversight and investigations.
- Staffed Congressman Deutsch on overseas delegations; met with constituents and interest groups on all topics related to the above issues; advised the Congressman on legislative issues.

CITYPAC, Chicago, Illinois

1999 - 2000

Executive Director

- Ran and directed all aspects of the foreign policy political action committee including fundraising, policy decisions, and public relations.
- Regularly met with United States Senators and Representatives on Foreign Policy to convey CityPAC's positions; coordinated all research on congressional candidates and their positions

JOHN KERRY FOR PRESIDENT, *Base Vote Outreach Director in Florida*

2004

JIM DAVIS FOR GOVERNOR, *Advisor*

2006

BILL NELSON FOR US SENATE, *Advisor (Finance)*

2006

PETER DEUTSCH FOR U.S. SENATE CAMPAIGN, *Political Director*

2004

EXXACTLY.COM, Jerusalem, *Director of Marketing*

2000-2001

ANNA ADEOLA MAKANJU

(b)(6)

EDUCATION

Stanford Law School, Stanford, CA – J.D., 2004 *with Pro Bono Distinction*

Managing Board Member/Senior Symposium Editor of the Stanford Law Review

Honors: Paul and Daisy Soros Fellowship for New Americans; Stanford Law Review President's Award; Delegate to 2004 International Academy of Achievement Summit; Stanford Fellowship in Conflict Resolution.

Université de Nantes, Nantes, France – Certificate of Language and Literature, Honorable Mention, 1998

Western Washington University, Bellingham, WA – B.A., Linguistics, French, 1998

LANGUAGES

(b)(6)

EXPERIENCE

Obama Campaign for Change, Field Organizer, Racine, WI

7/08 – 11/08

Built and managed a team of over 300 volunteers, local leaders and activists in the community of Racine County to raise civic awareness, register voters and encourage more citizens to participate in the democratic process. Since the election, that organization has been reformed into "Yes We Can Racine," a citizen-driven entity that will continue working on vital local issues; the entity was recently featured on NPR, inspiring similar organizations across the United States. Personally selected to be one of 300 leading organizers at national Organizing for Change Legacy Conference in Chicago.

Cleary Gottlieb Steen and Hamilton, LLP, New York, Moscow, Paris

Summers 03 & 05; 01/07– present

Practice focuses on litigation and arbitration, including representation of foreign entities and sovereigns before domestic courts and international arbitral tribunals in matters involving public international law and complex commercial disputes. Pro bono matters include asylum petitions, legal reform projects for international NGOs and civil rights litigation.

Honorable Theodore McKee, U. S. Court of Appeals for the 3d Circuit, Philadelphia, PA

11/05 – 09/06

Drafted judicial opinions and bench memoranda for cases implicating questions of state and federal law.

International Criminal Tribunal for the Former Yugoslavia, The Hague, the Netherlands

2/05 – 5/05

Worked for the office of ICTY president Theodor Meron. Drafted interlocutory opinions, speeches and presentations; provided research assistance for scholarly articles.

International Criminal Court, The Hague, The Netherlands

9/04 – 2/05

Compiled and evaluated evidence for the Uganda war crimes civil war investigation. Drafted interpretations of articles of the Rome Statute and Regulations of the Court. Prepared presentations to be delivered by the Chief Prosecutor.

Professor Allen Weiner, Palo Alto, CA

10/03 – 05/04

Worked as a Research Assistant to Allen Warren Christopher Professor of the Practice of International Law and Diplomacy. Research primarily focused on universal jurisdiction and amnesty.

Moreno Ocampo Abogados/Poder Ciudadano, Buenos Aires, Argentina

Summer 2002

Researched and prepared documents for a case before the Inter-American Commission on Human Rights and assisted with a project aimed at increasing judicial independence.

Naveen Malik

(b)(6)

WORK EXPERIENCE

- | | | |
|-----------------------------|--|----------------|
| July 2009 – Present | Fusion Strategy, New Media Associate
• Currently consulting on several new-media campaigns for different types of clients (NPO, NGO, Corporate)
• Project Manager on www.credentialex.com and www.globetrotting.org .
FreeV.COM, New Media Consultant | Washington, DC |
| Mar 2009 – July 2009 | • Consulted with CBS on strategy for the company's website.
• Wrote, designed, and presented quarterly strategy & business plan for the company. | Chicago, IL |
| Dec 2008 – Feb 2009 | Presidential Inauguration Committee 2009, Illinois Political Team Lead
• Created and standardized the workflow system used on our team to manage all ticket allocation, group action, and distribution for Inauguration attendees from the state of Illinois. | Washington, DC |
| July 2008 – Nov 2008 | • Handled congressional relations and coordinated events for all Illinois VIPs and elected officials
Obama for America (OFA) Presidential Campaign, Illinois New Media Director
• Wrote and executed Illinois new media field plan. Utilized all forms of new-media, website, e-mail, blog, social networks, text messages, video & design, to bring the message of the campaign to Illinoisans and used these tools to recruit volunteers for the field operation.
• Strategized, created, wrote, managed, and edited all content related to the IL new-media program.
• Grew our text message subscriptions from less than 1,000 to over 34,000. Grew our online social network contacts from under 10,000 to over 30,000. Culminated and oversaw an e-mail list of over 2 million. Set fundraising records.
• Signed up over 10,000 volunteers to travel to and spend four days in the "Red Hot-The Vote" operation which resulted in record swing state surrounding Illinois. These efforts were directly correlated with winning four of the five states. Signed up several thousand more volunteers to do other tasks. | Chicago, IL |

INTERNOV. EXPERIENCE

- | | | |
|-----------------------------|---|-------------|
| Nov 2008 – Dec 2008 | Kenau Office of Senator Barack Obama, Lead Intern
• Lead intern for archiving project.
• Finished two weeks before deadline under my supervisor. | Chicago, IL |
| Jun 2008 – July 2008 | Obama for America (OFA), New Media, External Dept, Lead Intern
• Lead intern and was given more responsibility than others to oversee general tasks.
• Created Barack Obama's profile on Facebook platform and oversaw its growth. | Chicago, IL |
| Mar 2007 – Oct 2007 | • Answered thousands of messages reliably on all social network platforms and text message program.
Obama for America (OFA), Volunteer Headquarters, Volunteer
• Phone banked and canvassed. | Chicago, IL |

TRAINING

- | | |
|------------------|---|
| July 2009 | The New Organizing Institute's 2009 "Boot Camp" for Advanced New Media Training.
• Full scholarship to the training and selected from over 600 applicants (national). |
|------------------|---|

RESEARCH EXPERIENCE

- | | | |
|--------------------|---|--------------|
| Summer 2006 | Speech Physiology Research Lab, Dr. Charles R. Carson, Northwestern University
• Research Assistant: Researched Over 100 Scientific Journal Articles and Submitted Papers. | Evanston, IL |
| Summer 2004 | Appasia & Neuroimaging Lab, Dr. Cynthia Thompson, Northwestern University
• Lab Assistant: Independent Study, Experimentation, Data Analysis, and Edited Research Proposals. | Evanston, IL |
| Summer 2003 | Bilingualism & Psycholinguistic Lab, Dr. Virginia Mazetti, Northwestern University
• Lab Assistant: Independent Study, Experimentation, Data Analysis, and Edited Research Proposals. | Evanston, IL |

EDUCATION

- | | | |
|--------------------|--|-----------------------------|
| 2003-2005 | Northwestern University
• B.Sc., Communication Sciences
• Freshman Emerging Leader Award, Undergraduate Leadership Program. | Evanston, IL |
| Summer 2002 | • Resident Assistant, Health Aide, Senator in Associated Student Government, Speech Team.
Harvard University
• Biology SLA/R
Carleton High School
• Valedictorian of class of 2001
• Recipient of <i>Bruce & Lena Ruby Scholarship Award</i> - school's most prestigious scholarship. | Cambridge, MA
Canton, IL |

PERSONAL

Language Skills:

(b)(6)

Computer Skills:

HTML, HTML, CSS, FLASH, PHP, MySQL, Content Management Systems: BSH, Djangob, Wordpress, Expression Engine, MediaWiki, Joomla, Drupal, Advanced design work.
 Proficiency in Adobe CS4: Photoshop, Illustrator, In Design, Fireworks, & Flash Professional.

New Media Skills:

Strategy, Message, Website Development, Social Networking, Online Fundraising, Online Ad Placement, Online Ad Agency Tools, E-mail Writing and Listbuilding, Content Management, Text Messaging, Blog Writing and Outreach, Design, Video/Vivality, Data Integration, Video Integration, VAN Integration, and Analytics/Testing.

DOUGLAS R. MATTIES

(b)(6)

PROFESSIONAL EXPERIENCE

Legislative Director, January 2009 – Present
Representative Mary Lujan (NM-15), Washington, DC

- Chief legislative advisor to legislative Member of Congress. Recommend positions to the Member on matters of public policy before the House of Representatives.
- Supervising and mentoring legislative staff including development of legislation, co-sponsorship of legislation and bill recommendations. Creating and implementing unit management and legislative history system. Managing appropriations requests for Fiscal Year 2010. Teaching Member and Washington, DC staff on House rules and procedures.
- Tracking transportation, appropriations, budget, military, veterans, homeland security, general government, and issues for the Representative. Staffing Member on House Homeland Security Committee. Meet with constituents, local industry, advocacy groups, and federal departments and agencies on matters of interest to the 15th District of Ohio.

Legislative Director, March 2007 – December 2008
Representative Saway Bryde (KS-05), Washington, DC

- Served as one of two senior advisors to active freshman Member of Congress. Recommended positions to the Member on matters of public policy before the House of Representatives, including the introduction, management, and passage of two pieces of legislation. Developed and implemented press strategies, including writing floor and committee statements, press releases, and talking points. Supervised activities of legislative staff, including co-sponsorship of legislation and bill recommendations and provided counsel on legislative procedures.
- Prepared the Representative for all Armed Services Committee hearings, briefings, and meetings. Formulate potential hearing questions for witnesses and amendments for legislation marked up in committee. Primary point of contact for all military activities in the district.
- Tracked military, veterans, homeland security, foreign affairs, trade, general government, and transportation issues for the Representative. Met with constituents, local industry, advocacy groups, and federal departments and agencies on matters of interest to the 2nd District of Kansas.

Supervising Congressional Coordination Analyst, January 2007 – February 2007
Headquarters Marine Corps, Programs & Resources Department, Washington, DC

- Coordinated budgetary message of the Marine Corps for release to the Congress, general public, and other interested parties. Ensured consistency of information collected from Marine Corps organizations for release to include reviewing of witness testimony, press questions, and questions for the record.
- Assisted in preparing Marine Corps witnesses that have been asked to testify before various Congressional committees. Selected sample questions and answers from subject matter experts, securing written testimony. Participated in mock hearings and providing advice to witnesses. Accompanied witnesses to hearings, briefings, and meetings to provide information as necessary.

Legislative Fellow, November 2005 – December 2006
Headquarters Marine Corps, Office of Legislative Affairs, Washington, DC
Assigned to the Personal Office of Representative Solomon P. Ortiz

- Served as the Military Legislative Assistant for Congressman Ortiz. Advised the Congressman and the Chief of Staff on all national security matters to include the preparation of briefing notes on Armed Services Committee hearings and meetings, met with constituent groups and military representatives regarding issues of interest to the Congressman, and wrote letters in response to constituents' inquiries. Researched and recommended legislative and report language proposals for possible inclusion in the National Defense Authorization Act.
- Advised the Congressman and other legislative staff on education issues including banking and finance, budget, FEMA, and government reform and oversight.

Contingency Operations Supervisory Budget Analyst, August 2004 – October 2005
Headquarters Marine Corps, Programs & Resources Department, Washington, DC

- Led Programs & Resources (P&R) efforts in support of the FY 2006 Supplemental funding request, including the creation of an online requirements submission and tracking system. Responsible for the initial submission of the FY 2006 Supplemental to the Department of the Navy to include estimates from the Contingency Operations Support Tool, field requirements, and a portion of Reset the Force study.
- Served as the primary liaison for P&R for the Marine Corps FY 2005 Supplemental funding request to Congress. Provided briefings, responded to Questions for the Record, wrote information and position papers, and tracked Supplemental progress. Focused specifically on the Marine Corps Demand on Equipment study, Force Structure Review initiatives, and other Marine Corps priorities. Accompanied Professional Staff Members on site visits and meetings with subordinate commands.
- Served as the Marine Corps' representative to the Joint Improvised Explosive Device (JIED) Task Force's Resource Board and P&R's representative to the Marine Corps' Improvised Explosive Device (IED) Defeat Working Group. Provided resourcing guidance, financial tracking, briefings, and other information to Congressional committees on USMC IED Defeat efforts.

Navy Working Capital Fund Budget Analyst, July 2001 – July 2004
Headquarters Marine Corps, Programs & Resources Department, Washington, DC

- Formulated the Marine Corps portion of the Navy Working Capital Fund budgets totaling approximately \$500M. Analyzed and approved budget submissions from the Marine Corps Logistics Command and bases and stations across the Marine Corps to the Department of the Navy, Department of Defense, Office of Management and Budget, and the Congress.
- Reviewed monthly execution reports for both Depot Maintenance and Supply Management Working Capital Fund accounts. Evaluated data for variances from previous budget submissions and made recommendations to Logistics Command on future execution policy.
- As a Presidential Management Intern (PMI), spearheaded the USMC's recruitment of new PMIs, including organizing interview spaces, scheduling interviews, and conducting interviews. Developed the Marine Corps PMI program to include familiarization trips, educational opportunities, and rotational experiences.
 - *Rotation to Chief of Naval Operations' Executive Panel*, October 2002 – December 2002
 - *Rotational Assignment to Marine Forces Pacific (MARFORPAC), G-8*, May 2002 – June 2002
 - *Rotational Assignment to Programs & Resources Budget Coordination Branch*, February 2002 – April 2002

OTHER EXPERIENCE

Associate Director of Transportation for Special Services, May 2000 – August 2000
Democratic National Convention Committee, Los Angeles, CA

Special Assistant for Management and Administration, November 1997 – July 1999
The White House, Management & Administration, Washington, DC

Political Fundraiser, October 1997
Glendening/Townsend Campaign Committee, College Park, MD

Budget Director, April – July 1997
Denver Summit of the Eight (G-8), Denver, CO

Presidential Gala Budget Director, November 1996 – February 1997
Clinton/Gore Presidential Inaugural Committee, Washington, DC

Budget Coordinator, August 1996 – November 1996
Clinton/Gore '96, Washington, DC

Special Assistant to the Director, April 1995 – July 1996
The White House, Office of Administration, Washington, DC

EDUCATION

Master of Public Administration, May 2001
The University of Georgia, Athens, GA

Bachelor of Business Administration, concentration in Marketing, May 1995
The George Washington University, Washington, DC

Ryan D. McCarthy

(b)(6)

EXPERIENCE

United States Department of Defense

Advisor to the Special Assistant to the Secretary of Defense

Washington D C

May 2007-Present

Member of the immediate staff of the Secretary of Defense. Responsibilities include policy development and coordination with the White House, US Congress, and senior officials throughout the entire National Security apparatus.

- Represented the Secretary on a four man assessment team to investigate the utilization of contractors in Iraq and Afghanistan. The team conducted an end to end review and re-wrote the management and oversight policy for contractors accompanying the force.
- Advised the Secretary on Intelligence, Surveillance, and Reconnaissance employment in the Central Command Area of Responsibility to support Operation Enduring Freedom ("Secure Baghdad" or "The Surge") and the Afghanistan Theater.
- Supported The Special Assistant in budget analysis of the Base and Supplemental Budgets (FY 08 and 09) and provided recommendations for strategy prior to submittal to the Congress.

Special Assistant to the Undersecretary of Defense for Acquisition, Technology, and Logistics

Oct 2006 - May 2007

Senior civilian advisor to the chief procurement and logistics executive of the Department of Defense. Responsibilities include policy development and coordination with Joint Staff and the uniformed services acquisition leaders on procurement and logistics decisions for the entire Department of Defense.

Committee on International Relations, U S House of Representatives

Professional Staff Member

Washington D C

Nov 2005 - Oct 2006

Floor assistant and aide to the full committee Chairman, Congressman Henry J. Hyde (R-IL). Contributor to foreign policy development for the Middle East, Central Asia, and Africa.

HSBC North America

Vice President, Partner Relations

Prospect Heights, Illinois

Nov 2004 - Sept 2005

Strategic manager to Komatsu America for their Private Label Credit Card Program in HSBC Business Solutions. Manage all P & L responsibilities of the program, including marketing, channel development, and product profitability. The program achieved \$50mm in volume.

Assistant Vice Presidents, Business Development

March 2003-Oct 2004

Member of divisional business development team that sourced, structured, and negotiated long term financing programs, focusing on Fortune 500 firms with \$100mm+ debt portfolios. Deal highlights:

American Suzuki Motor Corporation, resulting in \$485mm incremental new receivables and 5 year projected net income of \$70mm.

M&C Tools Incorporated, a subsidiary of The Stanley Works, resulting in \$54mm in new managed receivables and \$3mm in net income. The deal also brokered a cross-sell for HSBC's Corporate Finance Unit to participate with a \$35mm commercial line to Stanley's 2005 revolving

credit facility and established a foreign exchange line for the repatriation of capital for Stanley's Asian operations in Thailand, China and Taiwan.

75th Ranger Regiment, U.S. Army Special Operations Command

Captain (Assistant Battalion Liaison Officer and Platoon Leader)

FT. Benning, GA.

Nov 1999 - Feb 2002

Participated in combat operations in Afghanistan after the September 11th terrorist attacks to support Operation Enduring Freedom One. Embedded liaison for Ranger element in joint combat missions with the Special Mission Units of Joint Special Operations Command.

Platoon leader with direct responsibility for all aspects of the training, guidance, health, welfare, and morale of 40 Army Rangers, \$8mm worth of equipment and having the requirement for no-notice combat deployment anywhere in the world.

3d Brigade Combat Team, 3rd Infantry Division

1st Lieutenant, (Company Executive Officer and Platoon Leader)

Sept 1997 - Nov 1999

Company Executive Officer with direct responsibility for the training, guidance, health, welfare, morale and maintenance of 120 men and \$32mm worth of assets.

Platoon leader with direct responsibility for all aspects of the training, guidance, health, welfare, and morale of 35 soldiers, having the requirement for no-notice combat deployment anywhere in the world.

Virginia Military Institute

2nd Lieutenant (Aide de Camp)

Lexington, VA

Jan 1997 - Aug 1997

Aide de Camp to the Director of Assimilation for Women.

Advisor on the formulation of doctrine and institutional policies for the first co-educational class in the history of the school (*Supreme Court Case - United States v. Virginia et al. (94-1981), 518 U.S. 515 (1996)*).

Education

Virginia Military Institute, B.A., History,

1996

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DEWARDRIC L. MCNEAL

EDUCATION

1997 Morehouse College Atlanta, Georgia
Bachelor of Arts in International Studies

Summer 2000 Nanjing University Nanjing, China
Chinese Language and Culture Program

1998 University of London (SOAS) London, England
Chinese Studies Program

PROFESSIONAL EXPERIENCE

July 2005-Present, The Brookings Institution Washington, DC
Assistant Director, International Program, John L. Thornton China Center

- Coordinate and work closely with the China Center Director and Brookings-Tsinghua Center Director on strategic planning for both Centers and oversee the implementation of the annual research, outreach, fundraising, and program agendas
- Cultivate government, think-tank, and foundation relationships/partnerships for the China Center and the Brookings-Tsinghua Center for Public Policy (BTC)
- Promote the scholarship and research products of the Brookings China Center and the BTC in Asia and the United States
- Work with the Brookings Development staff to create and implement a fundraising and corporate relations strategy for the China Center/BTC
- Work with the Communications staff and international journalists to make sure that Center scholars are highlighted and featured in the major media sources giving expert analysis on the major issues in Asia
- Manage the combined China Center and Brookings-Tsinghua Center budgets
- Oversee and serve as project manager and primary contact for all for international programs, events and conferences held in Asia
- Manage the Washington and local Chinese staff at the China Center and the BTC

September 2003-July 2005, Youth Chance High School San Francisco, CA
Associate Director, Outreach and Development

- Built partnerships and collaborations with local government, education, and community/youth service organizations in San Francisco
- Assisted Development Director with fundraising strategy and drafting of grant proposals for the schools academic and extracurricular programming
- Briefed the Principal/Executive Director and Board of Directors on federal, state, and local education policies that impacted California charter school funding and curriculum
- Taught Model United Nations, U.S. Civics, and led Youth and Government workshops

(b)(6)

February-August, 2002 Taipei Economic and Cultural Office Los Angeles, CA

Special Assistant to the Director

- Wrote policy-related articles for the organization's website and newsletter
- Drafted all English language correspondence from the director and staff to media organizations, universities, non-profit organizations, government agencies, and businesses in the Southwest region
- Served as a member of the organization's public relations team, which planned issues based publicity campaigns highlighting Taiwan's views on Cross-Straits relations between the Republic of China and the People's Republic of China.
- Lobbied U.S. government and non-governmental organizations to support positions that allowed Taiwan to have greater international diplomatic space and that supported Taiwan's 2002 bid to join the World Health Organization.

June-December, 2001 Congressional Research Service Washington, DC

Foreign Affairs Analyst

- Researched issues related to U.S.-China economic, political, and cultural affairs
- Provided non-partisan policy analysis to members of the United States Congress
- Cultivated and maintained information networks, individual, and organizational contacts to assist and enhance the quality of my research and analysis for members of Congress and their staff
- Published policy papers and reports for members of Congress
- Briefed Congressional staffers on China-related issues important to U.S. national interests
- Participated in various workshops, panels, and conferences related to U.S.-China relations and Northeast Asian affairs

September 2000-June 2001 Yangzhong University Yangzhou, China

Foreign Instructor

- Taught various levels of English language comprehension to Chinese adult learners
- Team-taught with Chinese instructor a survey course on comparative China-U.S. history from the years 1960-Present
- Traveled to the Chinese countryside in Jiangsu Province on weekends to teach English language in rural areas and factory schools.
- Met with factory owners and local officials interested in learning more about the United States business community, prospective investors, and markets

PROFESSIONAL PUBLICATIONS

Published CRS Report for Congress RL31104 *China's Western Development Campaign* (September 12, 2001)

Published CRS Report for Congress RL31513 *China's Relations with Central Asian States and Problems with Terrorism* (December 17, 2001)

Published an article on behalf of Ambassador Jason Yuan entitled *Transcend Politics in the Interest of Health* carried by the Asia Media Network (May 2002)

McNeal, Dewardie, L. "A Trouble View of Sino-U.S. Relations from Washington." *Issue and Insights: Building a Stable Northwest Asia: Views from the Next Generation*, (2005) 27-29.

McNeal, Dewardie L. "Cross-Straits Hold'em: Waiting for the River Card or Going All In?" *Issues and Insights: New Views of Cross-Straits Challenges*, (2006) 11-14.

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PROFESSIONAL DEVELOPMENT EXPERIENCES

Asia Pacific Leadership Program (APLP): A signature program of the East-West Center that focuses on leadership and cultural education with special emphasis on the Asia Pacific. The program links advanced and interdisciplinary analysis of emergent regional issues with experiential leadership and cultural training. Fellowship recipients leave the East-West Center with an expanded regional perspective, knowledgeable about the societies and issues of the Asia Pacific region, and trained to exercise leadership and promote cooperation in a variety of cultural, geographical and institutional environments (August 2002-May 2003).

Institute for International Public Policy Fellowship (IIPP): Established in 1994 by the U.S. Department of Education and the United Negro College Fund to recruit and train a culturally diverse and language proficient pool of internationalist for the 21st Century (June 1998-May 2000).

International Career Advancement Program (ICAP): Brings together mid-career professionals with senior government officials, researchers, and scholars for a weeklong program at the Aspen Institute. The Aspen program includes lectures, seminars, discussions and workshops designed to explore the international problems and policy issues with which senior officials will have to deal over the next decade (September 10-19, 2004).

Socrates Society Fellows: Socrates Society is a forum in which next generation thought-leaders from across the various sectors of society come together in Aspen and in selected cities across the country to explore contemporary leadership issues that evoke conflicting and not easily reconcilable ideas and points of view. Socrates brings together a leadership cadre faced with tackling the global challenges of the 21st century. Socrates seminars and salons take up such diverse and important topics as energy security, civil liberties in times of war, broctical dilemmas, and media and values.

COMMUNITY AND CIVIC INVOLVEMENT

Obama for America Campaign '08, Asia Policy Advisory Committee (outside advisor to campaign)

Kappa Alpha Psi Fraternity, Incorporated, Member

Conscience for Africa (China-Africa Committee), Member

Peace and Conflict Resolution Workgroup/East West Center, VP of Outreach

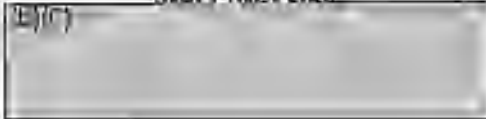
Adams' Campaign '06 for Maryland House of Delegates, Campaign Chairman

REFERENCES

Published upon request

(10/03)

Mary McVeigh



EDUCATION

University of Notre Dame

BA History; BA International Peace Studies

Fernando Ortega y Gasset

Notre Dame Study abroad Program, Toledo, Spain

May 2007

Spring 2006

EXPERIENCE

United States House of Representatives, Committee on Foreign Affairs

Staff Assistant

July 2008-Present

- Oversee all aspects of the daily operation of the Committee office. Provide background research and information for Committee staff for the purpose of drafting legislation and speeches. Write and edit Committee correspondence. Create briefing books for Chairman for hearings and floor action. Staff Chairman and other Members of Congress on overseas trips. Liaise between 47 Member office staffs and Congressional staff. Manage internship program. Planned and staffed 2010 conference for over 60 Members of Congress, Canadian Parliamentarians and staff for interparliamentary group

Verabile LLP

Legal Administrative Assistant

September 2007-July 2008

- Administrative assistant to legislative branch of large law firm. Responsible for scheduling meetings, organizing, preparing materials, drafting check requests and general bills, planning logistics of client visits and attorney travel. Responsible for daily monitoring of general legislative issues to provide memo updates to attorneys. Charged with gathering research for clients, as well as responsible for firm's lobbying reports.

United States House of Representatives; Office of Congressman Howard L. Berman, 28th District of California

Intern

Summer 2007

- Researched legislation and drafted constituent mail, with a primary focus on issues pertaining to foreign affairs. Assisted in the daily operation of the office from fielding constituent requests to attending hearings and briefings.

California Governor's Office of Homeland Security, Critical Infrastructure Department

Intern

Summer 2006

- Assisted in research of active terrorist groups in the state of California. Aided in the development of both private and public partnerships with the Office of Homeland Security. Member of planning team to organize a statewide transportation security forum. Assisted in the organization of periodic information briefs for the state director.

California State Senate; Office of State Senator S. Joseph Studdiford

Legislative Intern

Summer 2005

- Collected research pertinent to the Senator's legislation, researched bill hearings and organized electronic or legislative action. Co-authored 30-page report on potential for biofuel from genetically modified plants here used to author legislation.

California Department of Parks and Recreation, Interpretation and Education Division

Special Research Assistant

Summer 2005

- Write text for educational panels to be used throughout the state park system.

Camp Fendola, Catholic Diocese of Sacramento

Counselor

Summer 2004

- Counselor at a children's camp in Tahoe National Forest owned by the Catholic Diocese of Sacramento. Responsible for caring for children with ages ranging from 6-15 years. Organized activities and emotional counseling/training.

Notre Dame Athletic Department

Football Student Manager

Fall 2004-Spring 2005

- Staff at various sporting events and practices. Main responsibilities: running drills at practice, setting up the field on game days and keeping spectators for coaches during games.

ACTIVITIES AND ORGANIZATIONS



- Phi Alpha Theta: History Honors Society
- University of Notre Dame: Director for Social Concerns 2003-2007, Group Site Leader (Clarksville, TN) Spring 2005
- Student Government: Organization Coordinator 2004, 2005; Residence Life Committee 2005; Dorm Cabinet 2004-2005



Valerie N. Miller

(b)(6)

EDUCATION

George Washington University, Washington, DC
The Elliot School of International Affairs, Ph.D. (b)(6)
Major: International Affairs, Discipline: International Development
Minor: Sociocultural Anthropology
Cuyahoga Community College, Cleveland, OH
Associates Degree May 2006 (b)(6)
The Institute for International Cooperation and Development
December-May 2003

WORK EXPERIENCE

Executive Office of the President

Office of Presidential Personnel

Priority Placement Associate

June 2009-present

Assistant to Director of Priority Placement. Manage data and tracking of Presidential Appointment Candidates. Contribute to the selection of Candidates for Presidential Appointment. Attend meetings with constituency groups. Volunteering.

Jim Martin for U.S. Senate, Atlanta, Ga

Nov. 2008- Dec. 2008

Chief Volunteer Coordinator, State of Georgia

Manager, Out of State Recruitment

Review ground operations for the Out of State Volunteer program. Recruit volunteers from across the United States to travel and assist with the run-off election through radio, media and contact outreach. Compiled and managed data for over 200 volunteers to spreadsheet database. Directed volunteer coordinators across 16 regions.

Obama for America, Ohio Campaign for Change, Springfield, OH

Aug. 2008-Nov. 2008

Volunteer Coordinator

Managed volunteer efforts across 6 counties in Southwestern Ohio. Facilitated communication between field organizers while implementing effective strategies in volunteer recruitment and retention. Built relationships in the community which resulted in opportunities for continued outreach. Managed regional office set up and a staff of office volunteers. Assisted Regional Field Directors with administrative tasks.

The George Washington University, Washington D.C.

Jan. 2008-May 2008

Anthropological Research Assistant

Assistant researcher to Dr. Patricia Kelly, assistant professor of anthropology and author of *Lydia's Open Door: Inside Myra's & Most Modern Beahel*. Performed research for future publications on topics of suicide, migration, tourism, human trafficking. Compiled articles and research for courses on gender and inequality.

International Women's Democracy Center, Washington D.C.

Aug. 2007-Jan 2008

Program Intern

Expanded development and fundraising initiatives. Specialized in producing executive summaries, letters of inquiry, and full grant proposals to gain financial support for projects operating in Israel, Palestine, and Botswana. Initiated and maintained partnerships with corporations and local businesses in order to host fundraising events.

Ajuda de Desenvolvimento de Povo para Povo, Mozambique, Denmark

Dec. 2003 - Aug. 2004

Development Instructor

Taught English, rural health, nutrition and computer literacy at ADPP's Mausse Teacher Training College. Conducted training seminars for local staff and students covering topics such as HIV/AIDS education and

Valerie N. Miller

(b)(6)

human rights. Researched and helped author annual report describing project activities for the fiscal year. Served as a general assistant for the director of an orphanage. Organized and mobilized community initiatives such as adult outreach literacy program in coordination with other NGOs. Recruited and trained volunteers.

RELEVANT COURSEWORK

Development Anthropology, Human Rights and Ethics, Human Rights Advocacy, International Economics, Frontiers of Development, Research Methods (Sociology), Modern Standard Arabic I/II.

SKILLS

(b)(6)

Familiarity with MS Office applications including word processing, spreadsheet applications, Outlook and PowerPoint. Trained in grant seeking and grant writing. AmeriCorps Activation Network. Ability to perform administrative functions.

REFERENCES

(b)(6)

[Redacted references section]

Farooq A. Mitha

(MIE)

WORK EXPERIENCE

Fulbright Fellow

2006-2008

Department of State

Amman, Jordan

- Researched the Jordanian-Israeli relationship, which led to the publication of a case study in *Middle East Policy*.
- Interviewed Jordanian and Israeli diplomats, elected officials, and military and intelligence officials
- Coordinated a Track II diplomacy conference titled, "Operationalizing the Arab Initiative," with participants from countries including Israel and Arab countries to discuss final status issues of the Arab-Israeli conflict.

Stellar Mitha, P.A.

2009-current

Attorney/Partner

Miram Lakes, FL

- Represent clients in corporate and business transactions, increased new clients by 25 percent
- Prepare transactional documents, and implement litigation and negotiation strategies to resolve an overwhelming majority of cases with a positive outcome for clients
- Aided in research and development of a business plan for the future development and growth of the law firm

Political Campaign Experience

2003-2005

Campaign Coordinator

Tampa, FL

- Contributed to a team which conducted two fundraising events for the congressional campaign of Jim Davis
- Coordinated the Senate campaign of Alex Penelas through surrogate work, voter recruitment and fundraising
- Devised and implemented the early voting strategy in the Bob Buckhorn campaign for County Commissioner

ACTIVITIES AND ACHIEVEMENTS

Arabic Language Studies

2003-2008

Student

Various locations

- Studied the Arabic language at Georgetown University, building a solid foundation in Modern Standard Arabic
- Continued Arabic studies in Syria at Institut Francais du Proche-Orient, enhancing conversational Arabic skills
- Completed intensive Arabic Study at the Qasid Institute in Jordan focusing on classical texts and grammar

Emerge USA

2008-current

National Board Member

Florida

- Connect immigrant communities in Florida to local elected officials to create awareness on community issues
- Conduct grassroots training session to teach community members how to engage in the political process
- Organized Get Out the Vote efforts within underrepresented communities, which led to higher voter turnout

The Children's Home Society of Florida

2008-current

Member, Statewide Board of Directors (2010)

Florida

- Analyze legislation that affects government spending on children's initiatives
- Attend quarterly meetings and impact the approval of CHS's budget of over \$100 million
- Influence the organization by developing creative ideas on future activities and strategies

Communications and Publications Member

2005-2009

His Highness the Aga Khan, Islamic Council for Florida

Florida

- Increased awareness of the Aga Khan Development Network among government officials and civic leaders
- Implemented annual interfaith projects, resulting in successful events with leaders of various Muslim traditions
- Managed community volunteers throughout the state, who implemented interfaith programs locally

EDUCATION

University of Florida

Jan 2005 - Dec 2007

Levin College of Law, J.D.

Gainesville, FL

University of South Florida

June 1999 - May 2003

B.S. Interdisciplinary Health Sciences

Tampa, FL

OTHER ACTIVITIES

- Obama for America - Member of National Finance Committee, 2008
- Languages: (M)(S)
- Publications - Published academic journal articles and opinion editorials on foreign and domestic publications
- Lectures - Lectured on U.S. - Iranian relations and Syrian Economic Reform (2010)

EDUCATION / FELLOWSHIPS

THE JOHN F. KENNEDY SCHOOL OF GOVERNMENT AT HARVARD UNIVERSITY

Cambridge, MA 7801

- Prospective candidate for two-year Master in Public Policy (MPP) program
- Admission tentatively deferred until September '09; intended fields of study: foreign policy and energy security

HARVARD COLLEGE

Cambridge, MA September '00 - June '04

- A.B. degree with honors in the Field of Government (b)(5)
- Language fluency in Spanish and Italian
- Wisconsin International Internship Program, 2003 (www.wisc.edu/education/for/isb/for/like/wise-internship.html)
- Recipient of the Strewsbury Fellowship, 2004

COMMUNITY LEADERSHIP

- Board of Directors of the New Jersey Division, *United Nations Association of the United States of America (UNA-USA)*
- Former Secretary, *Harvard (H) Overseas Alumni Council*
- Active member and applicants interviewer, *Harvard Club of Education*

TEACHING / MENTORING

THE STREWSBURY SCHOOL

Strewsbury, ENGLAND September '01 - June '03

One of England's oldest and most prestigious (public) schools

- Taught nine-month courses in Spanish, WWII History, and Critical Thinking, lectured on Act theory, environment and politics.
- Tutored Third Form students, facilitated seminars and House debates, directed a House play, and coached debate and basketball.

THE PRELUDE PROGRAM

Cambridge, MA September '01 - May '03

Harvard's first-year peer-mentoring program

- Advised douzaines of 25 first-year students on academic, social, and extra-curricular issues pertaining to life at Harvard

CITY STEP

Cambridge, MA September '02 - May '03

Non-profit service organization that fosters creativity and self-expression in economically disadvantaged students

- Met with 25 inner-city fifth grade students twice a week, cultivating forms of self-expression and teaching basic communications.
- Participated in bi-weekly teacher meetings to improve classroom management and team-building skills.

PERFORMANCE

THE HAZY PUDDING THEATRICALS

Cambridge, MA / New York City / Bermuda December '02 - March '04

Improv & sketch comedy troupe / theatrical company, est. 1994

- Cast as the leading male role for two consecutive years, appearing in over 70 performances.
- Performed for nearly 20,000, including Martin Scorsese, Anjelica Huston, Sandra Bullock, and Robert Downey, Jr.

THE HARVARD DIN & LONICS

Cambridge, MA / Worldwide September '00 - August '02

Harvard's internationally recognized 14-member all-male barbershop quartet

- Sang for thousands on campus, in 60 countries across America and in 20 countries on a 10-week World Tour (Summer of 2000)
- Baritone / Vice-President and Stage Manager managed performances, maintained group relations and wrote comedy sketches.

MISCELLANEOUS

Languages

(b)(5)

Travel

Thirty-one countries spanning Europe, Asia, Africa, Australia, and North America

(b)(5)

(b)(6)

Siddharth Mobandal

(b)(6)

Overview

State Department aide, former editor at *Foreign Affairs*, and Harvard Ph.D. candidate brings a strong combination of bureaucratic, writing, and analytical skills. Offers a broad background of regional experience, including detailed work on East Asia, South Asia, and Europe.

Education

Harvard University, Department of Government

Cambridge, Massachusetts

Ph.D. Candidate. Dissertation on military intervention, state-building, and democratization.

Degree expected in 2011. Awarded mark of "Excellent" in General Examination. Major field: International Relations; Focus field: Security Studies.

St. John's College, University of Cambridge

Cambridge, England

M.Phil. in International Relations. Dissertation on the international movement to ban landmines.

Graduated in 2001. Awarded a High Performance mark (equivalent to a First Class) on both examinations and dissertation.

Harvard University

Cambridge, Massachusetts

A.B. magna cum laude in Government, ranked 1st in major. Graduated in 2000. (b)(6)

Honors: Junior year Phi Beta Kappa (top 1% of class), thesis awarded Hoopes Prize for excellence in undergraduate research, Crosby Prize for excellence in the study of Government, Otis Prize for superior academic performance in the first year, John Harvard Scholarship for academic achievement of the highest distinction (all four years).

Professional Experience

U.S. Department of State

Washington, D.C.

Bureau of European and Eurasian Affairs.

Special Advisor. Report directly to Assistant Secretary Philip Gordon in the bureau front office. Serve as bureau liaison and coordinator for European contributions to Iran sanctions policy. Draft policy planning memoranda on bureau strategic priorities. Prepare major speeches and testimony for the Assistant Secretary and contribute to Secretary of State speeches. November 2009-present.

Obama for America, Foreign Policy Advisory Network

Washington, D.C.

Member, South Asia Policy Team. Worked as a volunteer with outside foreign-policy advisors in the Obama campaign through the primary and general elections. Under the leadership of Bruce Riedel and Mona Sulphen, assisted with drafting statements, debate preparation, and writing website materials relating to policy on Afghanistan, Pakistan, and India. April 2007-November 2009.

ILAND Corporation

Arlington, Virginia

Summer Associate. Worked on first independent study of the U.S. occupation of Iraq with access to previously unreleased internal documents of the Coalition Provisional Authority. Conceptualized, researched, and completed chapter which analyzed the CPA's political strategy in Iraq and its attempts to promote democratization in the country. June-August 2007.

Long-Term Strategy Project

Cambridge, Massachusetts

Analyst. Completed study on the nature and trajectory of Indian nuclear-weapons doctrine for Center for Strategic and Budgetary Assessments. Conducted a dozen interviews with leading strategic analysts and retired military officers in New Delhi, India, June-July 2006.

Center for Strategic and International Studies

Washington, D.C.

Research Associate. Worked with former Secretary of the Navy Richard Danzig. Assisted in the conceptualization and research of a significant analysis of the problem of blow weapons nonproliferation, which was presented to the Aspen Strategy Group, June-August 2004.

Foreign Affairs

New York

Associate Editor. One of six editors responsible for the substantive content of the United States' leading foreign policy journal. Worked directly with authors in editing and revising their articles for publication. Evaluated prospective articles for publication, participated in all aspects of layout and production, and managed content for website. Promoted from Assistant Editor after 18 months, August 2001-June 2003.

Grants and Fellowships

Center for a New American Security Visiting Fellow, 2009

Brookings Institution Research Fellowship in Foreign Policy Studies, 2008-2009

World Politics and Statecraft Fellowship, Smith Richardson Foundation, 2008, 2009

John M. Olin Institute for Strategic Studies Pre-Doctoral Fellowship, 2007-2008

Helfer Center for Science and International Affairs Pre-Doctoral Fellowship (Oxford), 2007-2008

Paul and Daisy Soros Fellowship for New Americans, 2005-2007

Harvard University Presidential Scholarship, 2003-2005

Frank Knox Memorial Fellowship, 2000-2001

Selected Publications

Occupying Iraq: A History of the Coalition Provisional Authority, RAND Corporation, 2009. Co-author with James Dobbins, Seth Jones, and Benjamin Runkle.

"Responses to Nuclear Proliferation: Indian Nuclear Doctrine and Strategy," Center for Strategic and Budgetary Assessments, December 2006. Co-author with Vipin Narang and Erin Simpson.

"How 9-11 Happened: A new book chronicles the pitfalls of counterterrorism," *Newsweek*, November 25, 2002, p. 65.

"Little Fights to Maintain a Big Power," *The Christian Science Monitor*, May 16, 2002, p. 14.

Teaching Experience

Guest Lecturer, "Introduction to Comparative Politics." Delivered a lecture analyzing U.S. attempts to demilitarize Iraq to over 150 undergraduate students in one of the largest courses in the Government Department. December 13, 2007, Harvard University.

Teaching Fellow, "War and Politics." Survey course on military strategy and history. Led weekly discussion section, graded student examinations. Fall 2006, Harvard University.

Personal

Citizenship: U.S. Citizen

(04/05)

International experience: Attended an American high school in Singapore; extensive travel in and familiarity with East Asia, South Asia, and Europe.

ANNA E. MOREY

(b)(6)

EXPERIENCE

JYP Consulting

Senior Associate

Washington, DC
September 2005-Present

- Coordinate domestic political development
- Assist in the planning and logistical execution of fundraisers and campaign events across the country
- Assemble, manage, and execute finance operations for a congressman from Washington (06) and a senator from Rhode Island (08)
- Analyze and summarize political intelligence for principals and donor meetings
- Facilitate strategy with clients
- Research and disseminate briefings on principles and essential political concerns
- Deployed in Ohio (06) and Iowa (08) to implement regional GetOut-The-Vote field operations

Democracy Radio, Inc.

Finance Assistant

Washington, DC
March-August 2005

- Assisted in all aspects of non-profit fundraising to include a \$300,000 fundraising initiative
- Compiled and maintained constituency information
- Updated and maintained online content for Democracy Radio website
- Compiled research from media sources for online content and production of report

MedChi, The Maryland State Medical Society

Legislator Assistant

Annapolis, MD
February-March 2005

- Tracked medical malpractice bills in the General Assembly
- Compiled legislative summaries for constituents through open source research
- Acted as a liaison between MedChi and medical professionals

Gepharte for President

Intern to Regional Finance Director, Field Intern

Washington, DC
May 2003-January 2004

- Maintained database for all financial donors
- Acted as a liaison with potential donors at fundraising events
- Gathered polling information for key campaign initiatives through grassroots canvassing

Co-Operation Ireland

Intern to Development and Special Events Coordinator

Dublin, Ireland
March-April 2003

- Compiled databases for fundraising events and annual donors
- Provided support to the development staff in event planning and post event follow-up
- Acted as a liaison between the county and students in community building workshops

EDUCATION

Boston University College of Arts and Sciences

B.A., International Relations

Concentration in Foreign Policy and Security Studies

Minor: History, concentration in Irish Studies

Boston, MA
May 2006

Related Course Work

- U.S. National Security
- History of International Relations
- Geopolitics
- Economics
- Foreign Intelligence Systems
- U.N. Peacekeeping

Dublin Internship Programme

Studies in Irish History and Society

Dublin, Ireland
January-April 2003

- Conducted an anthropological study through coursework, in country travel, and an internship with Co-Operation Ireland
- Facilitated dialogue between student groups to gather research on community initiatives sponsored by the organization

International TEFL Certificate

TEFL Program

Barcelona, Spain
August 2004

SKILLS

- Knowledge of Word, Excel, PowerPoint, Outlook, Access, and Publisher

(b)(6)

Curriculum Vitae

HMI(SW) John M Morris, USN

Office: White House Medical Unit
Eisenhower Executive Office Building
Washington, D. C. 20372-5300
(202) 757-8423
FAX (202) 757-2472
john.morris@whmo.mil

(b)(6)

(b)(6)

PROFESSIONAL EXPERIENCE:

White House Medical Unit, Washington, D.C.

Clinic Manager/Director of Logistics, February 2006 – Present

- Successfully supervises daily operations to ensure superior delivery of routine, operational and emergent healthcare to the President, Vice President, first families, Senior White House Staff and Cabinet Members.
- Assists in contingency planning, emergency preparedness, evaluations and assessments.
- Supplies research for planning of advance contingency travel in support of the President and Vice President.
- Serves as liaison between Medical Unit and Cabinet Member staffs.
- Meticulously manages budget appropriations totaling over \$250,000.
- Efficiently coordinates the transportation and packaging of medical supplies for Presidential travel overseas.
- Proficiently devised and implemented new medical supply kits to facilitate smaller medical/environmental footprint on foreign soil.
- Recommends solutions to problems in organizational structure, administrative procedures and workload distribution.
- Skilled in conducting employee/supervisor interviews, review of work procedures, instructions, records and files.

Curriculum Vitae

HMI(SW) John M Morris, USN

Marine Helicopter Squadron One

Supervisor/Manager, July 2003 – February 2006

- Strong work ethic and distinguished leadership skills significantly enhanced the provision of both routine and emergency medical care to over 900 service personnel responsible for all helicopter transportation of the President at home and abroad.
- Instrumental in the 100% increase of pharmaceutical/consumable budget for fiscal year 2004.
- Developed excellent knowledge of all supply and accountability systems.
- Knowledge of basic principles of desktop publishing for supervising rapid
- Development of educational materials for use in health education programs for squadron and Marine Corps Air Facility personnel.
- Prepared and presented briefings to personnel on health requirements/ recommendations for overseas travel.
- Planned and carried out numerous projects to improve the efficiency of medical care to all service personnel.

USS Ronald Reagan (CVN-76)

Assistant Supervisor, November 2001 – July 2003

Marine Helicopter Squadron One

Assistant Supervisor, October 1997 – November 2001

Naval Air Station Norfolk, VA

Aviation Medicine Supervisor, October 1994 – October 1997

Fighter Squadron One Zero Two

Aviation Medicine Supervisor, September 1991 – October 1994

Curriculum Vitae

FIM1(SW) John M Morris, USN

POSITIONS/COLLATERAL DUTIES HELD:

Compound Response Coordinator, WHMU
Supply Supervisor, WHMU
Assistant Coordinator for Cabinet Care, WHMU
Command Fitness Leader, WHMU
Enlisted Technical Leader for all Navy Aerospace Medicine Technicians
Coordinator for Flag Officer Care, Marine Helicopter Squadron One
Supply Supervisor, Marine Helicopter Squadron One
Interim Supervisor, USS Ronald Reagan (CVN-76)
Assistant Director Aviation Medicine Department, USS Ronald Reagan (CVN-76)
Director Morale Welfare and Recreation Committee, Naval Air Station Norfolk
Medical Readiness Director, Fighter Squadron One Zero Two

PROFESSIONAL MEMBERSHIPS:

National Registry of Emergency Medical Technicians

PROFESSIONAL ACCOMPLISHMENTS:

Outstanding Member of the Year, 2006 & 2007
White House Medical Unit

AWARDS:

Navy Commendation Medal (1)
Joint Service Achievement Medal
Navy Achievement Medal (3)
Joint Meritorious Unit Citation
Navy Unit Commendation
Meritorious Unit Commendation
Good Conduct Medal
National Defense Service Medal (2)
Armed Forces Expeditionary Medal

Curriculum Vitae

HMI(SW) John M Morris, USN

Southwest Asia Service Medal
Global War on Terrorism Service Medal
Navy Sea Service Ribbon
Kuwait Liberation Medal (Kingdom of Saudi Arabia)
Kuwait Liberation Medal (Government of Kuwait)

References available upon request

Mensur Muhamedagic

(b)(6)

PROFESSIONAL EXPERIENCE

The White House, Washington, DC

February 2009 - Present

Assistant Director, White House Operations

Manage day-to-day operational needs of senior White House staff, overseeing 800+ offices of 26 Presidential departments and WFAs, execution of site setup inside the West Wing for presidential events.

Helped coordinate logistical needs for the White House response to the H1N1 outbreak by creating an expanded Saturday hours.

Traveled as a member of the White House delegation in Bosnia with the Vice President, managing site security and press logistics, and liaising with the US Embassy, Secret Service, members of the Bosnian Parliament, and the Presidential residence.

Helped lay down execution framework for Project URGENT US, the largest White House infrastructure upgrade in modern history.

Obama-Biden Transition Project, Washington, DC

November 2008 - February 2009

Finance Assistant

Handled all financial operations of the Presidential Transition Team, by creating systems for accounts payable/receivable and processing 90% of transactions and vendor invoices.

Ensured strict enforcement of Internal Control protocols on the first-ever Presidential transition road show of accepting corporate locations.

Remained at the transition office following the inauguration as the only member of the finance team, ensuring all receipts and outstanding financial obligations were responsibly finalized and transferred to private counsel.

Obama for America, Chicago, IL

March 2008 - November 2008

Financial Operations Specialist

Processed all physical campaign liabilities for the largest Presidential campaign in history, managing 13,000 vendors and over \$700M.

Posted and reconciled over \$100M in credit card activity, ensuring compliance with Federal Election Commission filing rules.

Acted as de-facto treasurer, making daily multi-million dollar deposits to the Obama for America bank account.

Assisted the state-by-state outreach team in targeting 100,000 Americans and 100,000 of the Get-Out-The-Vote program in key electoral states of Indiana and Iowa.

OTHER EXPERIENCE

Immigrated to Chicago in 1998 after fleeing Bosnian civil war and living in refugee camps across Serbia, Croatia and Slovenia under auspices of the UN and NATO troops.

National Board Member, American Bosnian Association (2003-2008)

Member, DFCW Local 1546, MI Prospect, IL (2007-2008)

(b)(6)

EDUCATION

University of Illinois, Chicago, IL

2005-2008

Bachelor of Arts, Political Science & Economics, Cum Laude and High Honor Distinction (b)(6)

Inducted to Phi Kappa Phi National Honor Society for outstanding academic achievement.

Member of UIC (b) Institution Society, Portfolio Risk Manager.

Relevant Coursework: US Economic History; Introductory courses in International Security and International Relations.

MELA LOUISE NORMAN

(1/10)

WORK EXPERIENCE

The White House

Season, Office of the First Lady

Washington, DC

07/2009 – 07/2010

- Served as the intern to the First Lady's Chief of Staff, assisted with the daily production of the First Lady's briefing book and provided a range of administrative support including answering phone calls from the public and handling incoming mail.
- Conducted background research for the First Lady's policy team on a variety of subjects, and compiled over a hundred writing reports on individuals and organizations involved in attended events with the First Lady.
- Managed a weekly volunteer program for White House employees to work in the First Lady's location garden.

Florida Campaign for Change

Deputy Regional Voter Protection Coordinator for North Florida

Jacksonville, FL

10/2008 – 11/2008

- Coordinated the legal voter protection efforts between the *Obama for America* campaign and the local Democratic Party for eighteen counties in northeast Florida. Responsible for recruiting, staffing and scheduling hundreds of volunteers from over 1000 workers for early voting and Election Day voting lines in more than a dozen counties.

Law and Society Institute

Research Assistant

New York, NY

02/2008 – 02/2008

- Conducted a comprehensive literature review on the political and economic implications of natural resource extraction on developing economies. Performed basic econometric analysis on empirical data, exploring the connection between democratic institutions and economic instability in resource-rich developing nations.

Karaguchi Muslim Women Lawyers for Women's Rights

Chief Intern to Law and Leadership, Family Law Division

Washington, DC

01/2007 – 07/2007

- Co-developed curriculum for a multi-city conference on combating domestic violence within immigrant communities, targeted for social workers, law enforcement officials and first responders in Virginia, Texas and Minnesota.
- Authored grant proposals to funding organizations, including the Annenberg, Alwaleed Bin Talal and Carnegie Foundations.
- Assisted in organizing the annual Law and Leadership Summer Program, a three-week seminar for a group of international female Muslim leaders, focused on leadership training, peace and conflict resolution, family law and Islamic jurisprudence.

CBMWA: Giving Hope to the Orphans of South Africa

NYC Volunteer at Bayunwetele Children's Home

Cape Town, South Africa

1/2007 – 07/2007

- Worked as an dedicated tutor at a community-based project for orphans, initiated by CBMWA.
- Helped devise fund-raising strategies to link the Bayunwetele Children's Home with local donors and funding agencies.

Brookings Institution

Research assistant to Senior Fellow Ambassador Ahmad Al-Masri

Washington, DC

07/2006 – 02/2006

- Served as a researcher and editor for the manuscript of "Journey from Islam: The Glass of Jihadism", published in 2007.
- Drafted grant proposals to funding organizations, including the Carnegie, Smith Richardson and Guggenheim Foundations.

EDUCATION

Georgetown University, Edmund A. Walsh School of Foreign Service

Bachelor of Science in International Politics, Class of 2008.

University of Cape Town

Department of Humanities, Study Abroad, Spring 2007

Fellow in the Embassy of Israel's Yitzhak Rabin Memorial Fellowship on the Middle East, 2007-2008

Fellow in Georgetown University's Tocqueville Forum on the Roots of American Democracy, 2007-2008.

ADVANCED SKILLS

- Arabic
- Strong research skills, with expertise in Latin-Nexis, Academic Search Premier and ProQuest

NEAL JEREMY ORRINGER

(b)(6)

OVERVIEW

- Served 11+ years as senior advisor (with top secret clearance) to key U.S. senators.
- Developed policy on defense, trade, economic sanctions, and U.S. manufacturing.
- Drafted and negotiated approval of major legislation by Congress and Administration.
- Planned Senate Committee hearings and mark-ups related to U.S. manufacturing, economic sanctions, foreign investment and trade.
- Organized national conferences on defense manufacturing and technology.

EMPLOYMENT EXPERIENCE

Senior Advisor / Professional Staff Member for U.S. Senate Committee on Banking, Housing, & Urban Affairs (2007- Present)

Manage team of staff-members. Organize hearings/mark-ups; write speeches. Serve as liaison to White House, UST, DoC, DoD, State, DHS. Develop policy and help conduct oversight on:

- Defense production, U.S. manufacturing and access to credit;
- Export controls, economic sanctions, terrorism & financial intelligence;
- Foreign investment in the United States (CFIUS), export promotion;
- Federal aid to automotive industry, TARP loans and equity ownership.

Bills and laws drafted/negotiated include:

- Export Enforcement Act of 2007;
- Foreign Investment and National Security Act (Public Law 110-49);
- International Emergency Economic Powers Enhancement Act (Public Law 110-96);
- Sudan Accountability and Divestment Act (Public Law 110-174);
- Comprehensive Iran Sanctions, Accountability, and Divestment Acts of 2008 and 2009;
- Auto Industry Financing and Restructuring Act of 2008;
- Defense Production Act Reauthorization of 2009 (Public Law 111-67).

Legislative Assistant for U.S. Senator Christopher J. Dodd (D-CT) (2003 – 2007)

Developed policy on defense, foreign investment and trade, and manufacturing issues. Serve as liaison to Administration. Work involved aerospace, shipbuilding and defense trade, including:

- Competitiveness and domestic production;
- Foreign military sales and defense trade practices;
- Defense authorization and appropriations;
- Military readiness and force protection;
- 2005 BRAC decision to preserve Naval Submarine Base New London;
- Organization of defense manufacturing and technology conferences.

NEAL JEREMY ORRINGER

(b)(6)

Legislative Assistant for U.S. Senator Jean C. Carnahan (D-MO) (2001 – 2002)

Performed staff work on Senate Armed Services Committee, developing policy, and drafting legislation and speeches for Committee hearings and mark-ups. Work involved:

- Authorization and appropriations;
- Reforms to health care for National Guard and reserve personnel;
- Creation of National Guard Expeditionary Medical Support System;
- Organization of defense manufacturing and technology conference.

Legislative Aide for U.S. Senator Mary L. Landrieu (D-LA) (1999 – 2001)

Performed staff work on Senate Armed Services Committee. Developed policy on national security, foreign relations, and trade. Work included:

- Authorization and appropriations;
- Assistance to Chair of Emerging Threats Subcommittee on Armed Services;
- Inter-American Development Bank (IDB) Annual Meeting, New Orleans.

Previous work assignments also include:

1998: Implementation Specialist for Towers Perrin Corporation

EDUCATION

M.A. National Security Studies (2000)

Georgetown University Security Studies Program (SSP), Washington, DC

- SSP Coursework at University of Antwerp, Antwerp and Brussels, Belgium (1998)

B.A. Politics with minors in International Studies and Economics (1998)

Brandeis University, Waltham, MA

- *Cum Laude, With Honors*. Thesis: *Testing Presidential Power: Perspectives of Truman's Steel Seizure*, Waltham, MA.
- Coursework with London School of Economics faculty, London, England (1997).

SPEAKING AND HONORS

- **Harvard University, Foreign Investment & National Security**, Invited Speaker, 2010
- **Defense Manufacturing Conference**, Invited Speaker, 2009
- **P.L.I. Coping with U.S. Export Controls 2008**, Invited Speaker, 2008
- **Montgomery County (Maryland) Democratic Party**, Precinct Chair, 2006, 2008
- **Reserve Officers Association Congressional Staff Award**, 2002

NEAL JEREMY ORRINGER

10/10/10

10/10/10

KHYATI P. PATHAK

(616)

PROFESSIONAL EXPERIENCE

Pillsbury Winthrop Shaw Pittman LLP

Feb. 2009 – Sept. 2009

Conflicts Analyst – Risk Management

- Assist attorneys by conducting conflicts analysis and providing resolution for all conflicts of interest.
- Work directly with Professional Responsibility Committee to implement risk management standards.
- Advise attorneys regarding waivers and engagement letters to avoid and prevent conflicts of interest.

Barack Obama Campaign for Change

Jul. 2008 – Nov. 2008

Member – Criminal Justice Policy Committee

- Developed and drafted policy proposals and conducted opposition research on important criminal justice issues such as federal funding for state / local law enforcement and preventing violence against women.
- Collaborated with committee members to develop proposals on issues such as gun control and forensics.

Deputy Regional Field Director (Deposit) – Mat-Su Valley, AK / Kootenai, MT

Field Organizer – St. Charles County, MO

- Managed teams of Field Organizers in battleground states of Alaska and Montana to mobilize volunteers and build stronger and more active political communities.
- Interviewed local elected officials and conducted opposition research on Rep. Vice-Pres. candidate.
- Organized and staffed events to educate voters and provide information about candidate's platform.

Morrison & Foerster LLP, San Francisco, CA

Senior Conflicts Analyst – Risk Management

May 2006 – Jul. 2008

- Conducted corporate research using LexisNexis, Dun & Bradstreet and the Internet to identify conflicts of interest for all new business matters and lateral hires.
- Initiated, monitored and assisted in the resolution of conflicts in a timely fashion.

New Business Assistant

Oct. 2005 – May 2006

- Assisted analysts and acted as a liaison between New Business Department and various support staff.

Law Offices of Alysia R. Baker, Esq., Goshen, NY

Sep. 2003 – Sep. 2005

Independent law firm focusing on matrimonial and family law practice.

Legal Assistant

- Drafted, prepared and filed legal documents with County Clerk's office.
- Coordinated all aspects of depositions, including preparation of documents and exhibits.
- Conducted research using Westlaw and LexisNexis to assist attorneys during trial preparation.

Indian American Policy Institute (IAPI), Washington, D.C.

May 2002 – Aug. 2002

Political think tank focused on developing U.S. foreign policy toward India.

Intern – Policy Wing

- Created inaugural issue of IAPI's briefing book detailing organization's mission, vision and goals.
- Aided in development of a comprehensive political database aggregating potential contacts for support.
- Managed communication to founding members re organizational milestones and financial contributions.

EDUCATION

Mount Saint Mary College, Newburgh, NY

Sep. 1999 – May 2001

Bachelor of Arts in History and Political Science, Minor in Music and Theatre

Alexis Prieur

(b)(6)

SUMMARY OF QUALIFICATIONS

Broad analytical background in policy development and advocacy, litigation preparation, and human rights documentation. Experience briefing, writing analysis for and representing senior policy makers.

PROFESSIONAL EXPERIENCE

Obama-Gates Defense Fellow, Department of Defense

Aug 2009 - Apr 2011

Office of the Presidential Envoy to Sudan (Oct 2009 - April 2010)

- Implementation of the 2005 Comprehensive Peace Agreement (CPA) through diplomatic advocacy with the parties to the agreement, NGOs, and international partners. Provided analysis for the Special Envoy and other senior officials at the Department of State.
- Managed US government monitoring mission for the April 2010 elections, including an interagency election working group and election analysis.

Office of the Undersecretary of Defense (Policy), African Affairs (May 2010 - Sept 2010)

- Analyzed policy and programming decisions in support of the Secretary of Defense to further the US strategy for Sudan. Collaboratively developed defense sector reform initiatives with the interagency and combatant command to transform a rebel group into a state military.
- Built policy coherence within the agency for the disposition of suspected pirates aboard US vessels. Attended UN meetings in coordination with international counter-piracy measures.

Office of the Massachusetts Attorney General

May 2007 - July 2008, Jan 2009 - Apr 2009

Legal Analyst / Mediator, Health Care Division, Consumer Protection Bureau

- Analyzed legal arguments and collaborated on case strategy, primarily under state civil law. Drafted civil investigative demands, prepared depositions. Reviewed and analyzed defendants' production.
- Researched and drafted policy goals, regulations, and speeches. Attended interagency policy meetings.
- Mediated disputes between health care providers and consumers, resolved over 60 complaints, and recovered \$300,000 for consumers.

Barack Obama Presidential Campaign

Aug 2008 - November 2008

Voter Protection Director, Wisconsin

- Managed a fulltime volunteer staff of six. Created and directed a statewide network of over fifty lead volunteer lawyers working with local officials to ensure polling locations in their counties were accessible, adequately supplied, and staffed with well-trained personnel.
- Recruited and trained over 1,200 volunteer attorneys to observe the voting process, report and resolve issues of improper application of state election law, voter intimidation, suppression, and polling place management.
- Highlights:
 - Worked successfully with officials to modify grounds, improve polling places and recruit more polling place officials, in many cases doubling the number of voters processed per hour.
 - Developed a voting laws compliance program and rapid legal response network.

Human Rights Commission of Sri Lanka

Mar - Aug 2006

Legal Analyst

- Advised Mauninya regional office on investigation, advocacy and documentation of individual complaints; issues included missing persons, human rights abuses by security forces, and violations of administrative law.
- Developed systems for intake procedure, legal record keeping, and file management; cultivated a partnership program with a local legal advisory group to provide legal consultative services.

Cooperative Legal Placements:

UN International Criminal Tribunal for Rwanda
LeBoeuf Lamb Greene & MacRae LLP
California Appellate Project

Mar 2005 – May 2005
Sep 2005 – Nov 2005
Nov 2004 – Feb 2004

John Kerry Presidential Campaign June 2003 – Nov 2004

New Hampshire Campaign Staff

- Responsible for student voter education and the creation and implementation of "get-out-the-vote" and Election Day protection plans. Promoted from Intern field organizer

Office of the Honorable A. Anne McLellan, Canadian Member of Parliament
Attorney General and Minister of Justice / Minister of Health July 2002 – Nov 2002

Political Assistant

- Political assistant to the Attorney General and Federal Minister of Justice (until January 2002) and Federal Minister of Health. Prepared replies to queries posed by members of the media, Liberal Caucus, and colleagues regarding the Minister's responsibilities. Legislative research in areas of anti-terrorism, health care reform, and euthanasia.

EDUCATION

Northeastern University School of Law, Boston, MA January 2007

Juris Doctorate

- Shelter Legal Services Student Advocate (2003 – 2004)
- Research Assistant: Islamic law and conflict in Southern Sudan (2005 – 2007)
- Study Abroad: Seton Hall Program for the Study of Law in the Middle East (Cairo)
Tulane Center for International Law and Human Rights (Amsterdam)

Queen's University, Kingston, Ontario, Canada June 2004

Bachelor of Arts Honors, History

- Study Abroad: The School for International Training, Kenya Coastal Studies Program

QUALIFICATIONS

Bar Admissions: Massachusetts (2007)

Languages: (b)(7)(C)

(b)(7)(C)

GAUTAM RAGHAVAN

(b)(6)

(b)(6)

RECENT EXPERIENCE

U.S. Department of Defense

Special Assistant to the White House Liaison (Schedule C)

April 2009 – Present

- Assisted the White House Liaison with the recruitment, vetting, placement, and on-boarding of over 250 PAS, Non-Career SES, and Schedule C political appointees throughout the Office of the Secretary of Defense and the Military Departments; independently planned, coordinated, and implemented new and improved procedures to streamline the political appointment process.
- Performed program assessment and long-range planning regarding the placement of political appointees throughout DoD in support of the goals and objectives laid out by the President and the Secretary of Defense.
- Functioned as a primary point of contact at DoD for the White House Presidential Personnel Office, Office of Public Engagement, and Cabinet Affairs Office; frequently represented the White House Liaison and DoD at White House meetings, events, and briefings.
- Established and maintained close liaison relationships with principal executives and key staff throughout OSD (particularly the Immediate Office, Office of General Counsel, Standards of Conduct Office, and Executive and Political Personnel); the Military Departments; other Federal agencies and departments, Congress, and private industry.
- Conducted special assignments for the White House Liaison and the White House Presidential Personnel Office; performed extensive research and formulated decision papers and briefing memos on a variety of politically sensitive issues of critical importance to DoD.
- Managed the political vetting and approval process for all paid and unpaid consultants to the DoD as well as all appointments to the DoD's Federal Advisory Committees (over 1,200 members on 60 boards and commissions, including the Defense Science, Health, Business, and Policy Boards).
- Coordinated with senior DoD leadership, career and military staff, Presidential Personnel, the White House Military Office, the First Lady's Office, and the Immediate Office of the Secretary of Defense on high-profile appointments to Federal Advisory Committees focused on suicide prevention, military families, military leadership diversity, women in the services, and the Quadrennial Defense Review.
- Implemented new vetting guidelines for the appointment and approval of Federal Advisory Committee members; completed the May 2009 GSA course "Federal Advisory Committees Act Training" in support of this work.
- Developed and implemented a newly restructured Defense Follows program to provide junior political appointees with broad and substantive exposure to DoD, the U.S. Armed Forces, and the daily operations of the Federal government; spearheaded the process to recruit, interview, and place Defense Follows in offices throughout OSD and the Military Departments.
- Managed the hiring and placement of White House Liaison Office interns.

Democratic National Committee

Asia/America Finance Committee Director

July 2008 – February 2009

Midwest Finance Director

March 2007 – February 2009

Mid-Atlantic/New England Deputy Finance Director

April 2006 – March 2007

- Cultivated and solicited major gifts from donors throughout the country; coordinated major donor fundraising in key battleground states; regularly exceeded fundraising goals throughout 2007 and 2008.
- Managed the recruitment, development, and day-to-day operations of the Obama campaign's national Asian American Finance Committee; planned and executed a fundraising program that generated significant contributions from 1,500 donors during the federal election cycle (led by the APLA 2006

- staff, political and grassroots events that generated positive coverage throughout the APIA press.
- Briefed and staffed President Barack Obama, First Lady Michelle Obama, Vice President Joe Biden, and campaign surrogates including President Bill Clinton, DNC Chairman Howard Dean, Warren Buffett, actor Kal Penn, musician Yo-Yo Ma, and senior campaign staff and policy advisers.
- Supervised a Deputy Finance Director, Staff Assistant, and intern team.

Progressive Majority

Development Assistant

May 2005 – March 2006

- Researched, wrote, and produced with the Development Director a proposal that generated multi-year, multi-million-dollar support from the Democracy Alliance.
- Conducted extensive donor research to identify prospective donors and analyze giving capacity; developed a working knowledge of major donors and major donor networks.

OTHER EXPERIENCE

Institute for Politics, Democracy, and the Internet

Research Assistant

August – December 2004

Stanford University Residential Education

Resident Assistant

August 2002 – June 2004

U.S. Department of Justice (Terrorism & Violent Crime Section)

Stanford in Government Fellow

June – August 2002

EDUCATION

The George Washington University

M.A., Political Management (Expected 2009)

Coursework included strategy and message development, speech writing, grassroots politics, campaign advertising, and online political strategy.

Stanford University

B.A., Science, Technology, and Society with Minor in History (2004)

Coursework included American political history, technology and international security, political communication, ethics and technology, ethics and public policy, and classical history.

MEMBERSHIPS & AFFILIATIONS

- Finance Chair of *Homespun: Made in the U.S.A.*, a grassroots initiative to establish a permanent Indian-American presence at the Smithsonian Institution.
- Board Member of New Leaders Council of Washington D.C., a non-profit organization that provides progressive political education, training, and networking opportunities for young professionals and community leaders.
- Participant in Truman National Security Project's Executive Agency Training Program (February – May 2009), an interagency series of seminars and events designed to provide political appointees with broad exposure to the national security system and practical skills required to be effective in the executive branch.

References available upon request.

Experience

- Treasury Department, Speechwriter to the Secretary** 03/09 - present
Aided historic global economic crisis, write major speeches, op-eds and key Congressional testimony for Treasury Secretary Timothy Geithner. Work directly with the Secretary and senior aides to craft messaging around financial stability, economic recovery, financial reform and fiscal responsibility. In early 2010, spent five months as the Secretary's sole speechwriter.
- Obama-Biden Presidential Campaign** 07/08 - 11/08
Based at campaign headquarters in Chicago, worked extensively with then-Senator Biden's traveling speechwriter to draft remarks. Aided in overall implementation of media strategy with Biden's Communications Director.
- CNN Correspondent** 06/02 - 06/08
- Middle East Correspondent, Cairo** (10/07 - 06/08). First ever CNN correspondent based in the Middle East responsible for region-wide coverage. Traveled a dozen times to Iran covering the ongoing nuclear dispute and the growing frustration of the people toward their government. Time also spent in Egypt, Saudi Arabia, Syria, Lebanon and Jordan. Reported for shows including "Larry King Live," "Anderson Cooper 360" and "The Situation Room."
- Baghdad Correspondent, Iraq** (07/05 - 09/06). Reported on the trial, sentencing and execution of Saddam Hussein (first American reporter to break the news). Covered two of Iraq's three elections in 2005, provided assessments of Iraqi society as they dealt with an unraveling war and embattled with US forces throughout the country. Interviews included President, Prime Ministers and Foreign Minister.
- International Correspondent, Bangkok** (07/04 - 06/05). First Western correspondent to report live from Phuket, Thailand in the aftermath of the 2004 tsunami. Spent months looking at the devastation and the effort to rebuild lives. Part of CNN team awarded 2004 Alfred DuPont-Columbia award for tsunami coverage. While based in Bangkok, also covered stories in Singapore, Cambodia, Hong Kong, India, Philippines and Indonesia.
- Political Reporter, Atlanta** (11/03 - 06/04). Filed packages for "Inside Politics" and "Anderson Cooper 360" as well as the general CNN systems. Highlights include profiles of young campaign workers in New Hampshire, a behind-the-scenes look at the Lieberman campaign, and on-the-trail profiles of Vanessa Kerry and Chobey Gephardt.
- Assignment Editor, International Desk, Atlanta** (04/02 - 06/04). International Desk coordinated all newsgathering outside of the U.S. and Canada for the world's largest news operation. Dealt with breaking news, produced live reports, communicated with reporters in the field and producers in Atlanta and New York. In 2003 was one of four Atlanta Editors in charge of coordinating coverage out of Baghdad during the war.

Fulbright Scholar, India 09/01 - 05/02
Awarded Fulbright grant for nine months of study in India. Reported, produced, shot and edited a documentary about being an American with Indian heritage.

Journalism Internships, Washington D.C. 06/98 - 11/00
Spent all college summers in Washington D.C. During the 2000 Presidential Election, took a semester off to work with NBC News through Election Day. Also interned with ABC News *Nightline* and with CBS News *Face the Nation* with Bob Schieffer.

Kids Talk Sports 05/98 - 09/99
Won two Massachusetts/Northeastern Emmy-awards as anchor of live kids sports call-in show. Reported twice a week on New England Cable News, a regional news network reaching over 2.7 million homes. Also received NCAA Sports Journalism Award for excellent collegiate sports journalism.

Education

Harvard University - Graduated Magna cum Laude with a Bachelor of Arts in Government, June 2001. Student Advisory Committee Member, Institute of Politics.

JUSTO ROBLES III

I am interested in knowing how things are and in understanding how they come to be in the governing process. During my years of successful work with labor unions, community organizations, and prominent political and religious leaders I have learned that the success of a policy agenda turns on finding, developing and working the common ground that exists among diverse interests. Consistent with this, I have prepared for, and have been fortunate to work in, the development and implementation of policy. Further, this last year my work has extended to the analysis of the iterative relationship between policy and program.

B.A. degree in International Relations (Emphasis: International Law and International Organizations)
B.A. degree in Political Science (Emphasis: American Politics and Public Policy)
San Francisco State University, San Francisco, CA.

Department of Defense: White House - Defense Fellow

Office of the Deputy Assistant Secretary to the Navy (Energy). (Current) As a political appointee, I assist in the development of the Navy Energy Program Roadmap, the Energy Strategic Communications Plan, and prepare principals for meetings pertaining to Energy and the Department of the Navy.

Office of the Secretary of Defense/NATO Policy. As a political appointee, I worked on coordinating policy development under the purview of Allied operations and missions on behalf of the Secretary of Defense. My portfolio included NATO-Afghanistan, NATO Civilian-Military operations, counterterrorism operations, and preparing principals for Defense Ministerials and bilateral discussions with NATO Allies and partners.

Department of Homeland Security: Special Assistant

As a political appointee, I coordinated communication between the Secretary Janet Napolitano and other government entities. My duties included drafting, editing, and coordinating responses between Departments on behalf of the Secretary.

Senator Michael Bennett (D-CO) National Finance Committee: Fundraising Associate

Assist the fundraising team to schedule and coordinate calls with Senator Bennett and donors. My duties included preparing fundraising briefs for the Senator and maintaining relationships between the campaign and community leaders.

Presidential Inaugural Committee: Political Assistant

Assist the political department in maintaining relations with elected officials and prominent supporters on behalf of the Presidential Inaugural Committee. As Political Assistant I prepared and conducted briefs for principals and coordinated multiple activities.

Obama for America, General Election: Colorado Deputy Political Director

I was given wide latitude to take initiative and encouraged to make important decisions. In my capacity as Deputy Political Director I managed the campaign relationships with elected officials and prominent campaign supporters. Responsibilities included: preparing political briefs, staffing elected officials and prominent state and national leaders, and facilitating surrogate requests from the commissions, field, policy and constituency teams. In addition I established effective systems for monitoring the public activities of opponents, coordinated information flow, and prepared reports which contained analysis, tactical polling, and recommendations that were timely and useful to the overall campaign.

The Strategy Group / Norma Torres for Assembly, District 11, C.A.: Campaign Manager

Managed paid and volunteer staff in a successful primary campaign. Responsibilities included: political strategy, field operations, fundraising coordination, and scheduling. The campaign resulted in a twenty-point margin of victory in a field of four candidates. The campaign required managing the staff, the candidate, and her family to assure discipline in message and action.

Obama for America, Provinces:

East Texas Regional Political Director: El Paso, Texas

Secure endorsements and maintain the relationship between the campaign and elected officials and super-delegates in the 11th PAM region of Texas. Also staff, brief, and prepare surrogate events in the region.

Director: Nevada Youth Vote

Develop and implement the youth vote and Latino outreach plan for turning out youth voters. This required the identification, training and management of a constantly changing cadre of volunteers.

Latino Outreach: New Mexico

Organize field operations in the Latino and union delegate-heavy southern region of New Mexico.

Demag Field Director: Chicago

Mobilize and organize support behind Senator Obama by developing a network of volunteers in Chicago to provide local and nationwide support to the campaign. I also coordinated Camp Obama which trained volunteers to be more effective in Chicago and in the four early-primary states.

Office of the Mayor: San Francisco: Assistant to the Liaison to the Asian-American Committee and Latino Community

My responsibility was to strengthen the connection between the Mayor's Office and the Chinese-American community. This included presentations and meetings with the press, organizations and other political offices in city hall.

Gaym Newsday for Mayor Campaign

Managed volunteers and voters in a predominantly Latino district of San Francisco. Organized meetings with leaders of advocacy organizations in order to coordinate the strategy for mobilizing voters. Worked to include minority organizations.

JOSHUA S. ROTHSTEIN

(b)(5)

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LEGAL EXPERIENCE

PAUL, WEISS, RIKKINS, WHARTON & GARRISON LLP, New York, NY

Associate

September 2006 - September 2007; September 2008 - Present

Summer Associate

May 2005 - August 2005

Researched and drafted severa motions for summary judgment. Researched and drafted a motion in opposition to class certification. Assisted in the depositions of class action plaintiffs. Drafted interrogatories. Conducted witness interviews in connection with an internal investigation. Prepared witnesses for deposition testimony. Researched and drafted memoranda on international and electronic discovery.

HONORABLE JOSEPH F. BRANCO, UNITED STATES DISTRICT JUDGE FOR THE EASTERN DISTRICT OF NEW YORK, Central Islip, NY

Law Clerk

September 2004 - August 2005

Researched and drafted opinions on complex cases involving criminal law, civil rights, contracts, employment law, torts, and intellectual property. Handled case management duties and coordinated conferences, hearings, and trials.

UNITED STATES DEPARTMENT OF JUSTICE - CRIMINAL DIVISION, Washington, DC

Legal Intern for AUSA Furlanore and Attorney Supervising Assistant

May 2004 - August 2004

Researched and drafted advisory memoranda on the effect of Supreme Court cases on asset forfeitures. Researched and drafted a manual of key case citations and analysis.

POLITICAL EXPERIENCE

OBAMA FOR AMERICA

Executive

February 2007 - September 2007; September 2008 - November 2008

Assisted Core Foreign Policy Team. Advised Josh Johnson on foreign policy and international law issues. Drafted sections of debate prep/after action book. Assisted Samantha Power and Ted Johnson in drafting memoranda on Guantanamo and detainee issues. Prepared Josh Johnson for strategic appearances. Co-founded New York chapter of Generation Obama. Raised funds on behalf of campaign. Organized and recruited young professionals at the New York area for fundraising and volunteer opportunities. Canvassed voters in West Philadelphia.

CONGRESSMAN STYVE ISRAEL, Washington, DC

Intern

January 2001 - May 2001

Performed fact research in connection with draft legislation. Drafted press releases. Coordinated media and public relations events. Wrote letters in response to constituent concerns. Aided in the development of policy speeches before congressional committees.

EDUCATION

COLUMBIA LAW SCHOOL, New York, NY

J.D., May 2006

Honors: Harlan Fiske Stone Scholar

Activities: Columbia Journal of Transnational Law, Press Notes Editor

THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL, Washington, DC

August 2001 - May 2004

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Honors: George Washington Scholar (top 1% - 15% of class, as of Spring 2004)

Activities: Alternative Dispute Resolution Board, OW Client Counseling Competition - Finalist

THE GEORGE WASHINGTON UNIVERSITY, Washington, DC

B.A. *magna cum laude*, Political Communication, May 2004

Honors: The George Washington University Excellence in Student Life Award, Member of the University Honors Program

Marquita Vanessa Sanders

(b)(6)

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EDUCATION

BACHELOR OF SCIENCE IN CRIMINOLOGY

The Florida State University, Tallahassee, Florida August 2006

PROFESSIONAL EXPERIENCE

Center for Leadership Innovation, Elwood City, MD

February 2008 - Present

Executive Assistant to President/CEO

Provided office and administrative duties for President and Vice President of Operations. Maintained calendars and performed office tasks such as, supply orders and inventory, mail dispensants, and other tasks required for daily operation of office and organization. Traveled and assisted program managers with quarterly workshops and conferences.

Campaign for Change, A Project of Democratic National Committee, Greensboro, NC

REGIONAL GOTV COORDINATOR

Sept 2008 - Nov 2008

Opened campaign field operations for 6 counties in for the general election 'battleground' state. Managed 20 Field Organizers and staff. Created the regional campaign GET OUT THE VOTE program, and established relationships with local elected officials to identify creative strategies to galvanize the vote. In result, over 20,000 new voters were registered, turned out 142,101 democratic voters for the region.

Obama for America '08, Barack Obama Campaign for President, Jonesboro, GA

REGIONAL FIELD DIRECTOR

July 2008 - Sept 2008

Opened regional campaign field operations for 11 precinct counties of Atlanta. Managed 20 Field Organizers and volunteer staff. Established and maintained volunteer and fundraising page within immediate local area. Created field program unique to the area while maintaining program goals and deadlines. Developed relationships with local political community, and business leaders. Created programs to educate local residents on voter rights as well as national and local election laws.

Obama for America '08, Barack Obama Campaign for President

July 2007 - July 2008

FIELD ORGANIZER, AFRICAN AMERICAN AND FAITH CONSTITUENCY OUTREACH

Implemented the Campaign GET OUT THE VOTE effort in 5 state primaries: NEVADA, TENNESSEE, OHIO, PENNSYLVANIA, AND ILLINOIS. In all of these states worked within base communities' organizations, with political officials, and faith leaders for endorse events and resources for field program. Participated in the planning and implementation of surrogate appearances and rallies. Helped establish and maintain field offices and volunteer headquarters and provided daily trainings for volunteer phone banks and canvasses. Used Votabuilder, VOTER AFFIRMATION NETWORK, all relevant data was collected.

State of Florida, Justice Administrative Commission, Tallahassee, Florida

Aug 2006 - June 2007

CONTRACTUAL SERVICES SPECIALIST

Established case openings within the Court appointed Attorney Tracking System. Pre audit all vouchers presented by vendors for compliance with local Indigent Services Committee's rate structure and allowable costs based off court approved documentation. Updated and assessed billings for payment approval.

American Red Cross, Capital Area Chapter, Tallahassee, Florida

May 2006 - Aug 2006

INTERNSHIP

Assist Director of Community involvement with local and state wide fundraisers, board member recognitions, and programs. Volunteer with the Board of Directors, providing the meeting minutes, research, and input on direction of executive, filing and implementing the organization's objectives. Researched and updated yearly grants as well as organize and manage student and community volunteers. Create PowerPoint presentations and organize agendas for community programs.

Marquita Vanessa Sanders

DATE

UPSET

SCHOLARSHIPS

FLORIDA BRIGHT FUTURE SCHOLARSHIP RECEIPT 2002

SKILLS

Excellent customer service and communication skills • Superb multi-tasking and typing skills, 60 wpm • Proficient in VoteBuilder, Democratic Party Voter Assessment Network • Proficient in Microsoft Word, Power Point, and Excel

MEMBERSHIPS/ AFFILIATIONS

The League of Young Voters • Leon County Teen Court, Wrap Group Coordinator • SISTUHS Inc • Mentoring/Community Development Organization • Insight Party, Student Political Party • Phi Alpha Theta, Pre-Law Fraternity

References provided upon request

Emily Sapienza

(b)(6)

EDUCATION

B.A. Institute for Documentary Studies, Documentary Radio Program, Cleveland, ME, Carleton, May 2005
Sarah Lawrence College, Bronxville, NY, U.S.A. Bachelor of Arts Degree, May 1999
Concentrations: Social Sciences, Italian Language and Literature
Trinity College, Spring Campus Semester Abroad, Rome, Italy, Spring 1998
Concentration: Italian Language, Art History
Alyson Center for the Fine Arts, Florence, Italy, Pistoia, Grosseto, Fall 1994
Concentration: Geography, Art History

SKILLS

(b)(6) Competent with digital audio editing and audio slideshow production using iMovie, iPhoto, iMovie, Audacity, and SoundSides. Experienced in photography. Expert with Word, Excel, Photoshop, and other Windows and Mac programs.

POLITICAL EXPERIENCE

Presidential Inaugural Committee 2009 November 2008 - Present
HQ Operations Manager: Manage all aspects of the daily operations of Presidential Inaugural Committee's headquarters. Work with the Technology Department and General Services Administration (GSA) to setup the offices for nearly 400 people. Coordinate procurement of office equipment and supplies. Prepare and disseminate safety and security procedures. Manage effective receipt and delivery of mail and deliveries. Respond to a wide range of inquiries.

Tennessee Campaign for Change, Philadelphia, PA September - November 2009
Deputy Regional Field Director - GOV Lead: Worked with the regional field director in South West and Southwest Philadelphia managing 16 campaign offices, including 10 field organizers, and 6 GOV organizers. Negotiate administrative and logistical issues in the field. Responded to a myriad of organizational, political, and personnel needs of the field organizers. Coordinated state-of-the-art systems traveling to the region. Worked with field IT, operations, and data departments to integrate various systems of the field program. Provided technical, technical and organizational leadership in the implementation of the GOV program.

The Committee in Blue: Andrea Silbert, Quincy, MA April - June 2006
Finance Director: Documented and processed campaign contributions. Coordinated multiple aspects of field fundraising events, from registrations, to splitting the event, to tracking event donations.

Florida Democratic Party Coordinated Campaign, Polk County, FL August - November 2006
Lead Field Organizer: Directed the Coordinated Campaign in Polk County. Organized the population to elect John Kerry and John Edwards in the 2004 Presidential election. Managed county campaign team of over 200 full time staffers and 2000 dependent campaign staff. Built an impressive recruiting and directed a team of volunteers in all facets of campaign activity, fundraising, contact, and to volunteer outreach. Organized and implemented systems in all aspects of the campaign office. Implemented the statewide campaign and GOV program.

Grassroots Campaigns, Inc., Boston, MA April - August 2004
National Recruitment Director: Directed the national recruitment efforts of the independent political firm that was the primary fundraising arm of the Democratic National Committee. Managed a team of 5000 recruiters. Interviewed and hired 1000 people staff for 40 campaign offices nationwide. Coordinated recruitment on college campuses and at political events. Created and directed a system for the recruitment department. Strategized recruitment methods. Directed advertising, screened resumes.

John Kerry for President Campaign, Islip, WI, OH January - March 2004
Produce Staff: Worked in three states as a produce in the primaries carrying over a ton of campaign disks. Scheduled and managed volunteer activities, including canvassing, door-to-door, phone banking and event staffing for John Kerry events.

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NEWS & RADIO EXPERIENCE

VillageSoup.com/Courier-Gazette, Rockland, ME

June 2007 – September 2008

Responsibilities: Write daily news stories for online news website VillageSoup.com and newspaper The Courier-Gazette. Covered breaking news in greater Knox County. Covered municipal news in a three-town coverage area. Independently developed and executed story lines. Wrote feature stories. Took, processed and uploaded digital photographs to the website and prepared those images for print. Worked on both deadlines, both producing web content and meeting print deadlines. Collaborated with reporters and editors to ensure concept and accurate reporting of the news. Worked with editors and managers to produce a series of audio and multi-media content on the VillageSoup website.

WRRR-LP 95.3 Rockland & 99.3 Camden, Rockland, ME

June 2006 – June 2007

General Manager Responsibilities: for all aspects of running and maintaining WRRR-LP, a 100-watt community radio station based in Rockland. Managed a volunteer staff of 87 people. Oversee all programming. Trained volunteers to use the broadcast studio and broadcast equipment. Raised funds for the station by hosting events, selling grants, and soliciting donations. Managed and ran a sponsorship committee, recruiting new sponsors, reviewing ad spots, and executing all on-air and back administration. Produced promos and other content for the station. Resolved myriad of technical difficulties on a tight budget. Designed and wrote WRRR literature. Produced and hosted a weekly radio show in Italian.

Atlantic Public Media, Transom.org, Woods Hole, MA

September – December 2004

Tasks: Produced and recorded 30-second to 2-minute station identifications for the Cape Cod NPR stations, using internet-age, ambient sound and music. Oversee the file management of the 700 station identifications, and create systems for data storage. Assisted in the production of The Transom Radio Hour, a radio show hosted by Jay Allison. Collaborated in editorial decisions on show content. Assisted in researching and writing scripts for the best selected audio submissions to the Transom.org website, tracked submissions and corresponded with their producers.

Maine Public Broadcasting Network, Portland, ME

August 2005

Tasks: Edited 1:30 to broadcast use. Conducted several 10-15 phone interviews. Wrote news copy. Researched news stories.

Salt Institute for Documentary Studies, Radio Program, Portland, ME

February – May 2005

Produced two seven minute documentaries using Pro Tools. Conducted background research and interviews interviews. Transcribed all interviews. Wrote several 10-15 scripts. Completed all sound mixing and editing.

National Public Radio Research Assistant, Rome, Italy

November 2002 – February 2003

Research Assistant for National Public Radio's European Desk Senior Correspondent, Sylvia Foggioli: Conducted preliminary research for four pieces about Muslim communities in their 100+ open countries. Transcribed Ms. Foggioli's interviews.

Galileo Online, Rome, Italy

September 2000 – January 2001

Desk Translator: Translated articles from Italian to English for an online week science magazine. Corrected and edited articles translated by other freelance translators.

TEACHING EXPERIENCE

Pembroke School, Rockland, ME

June 2006 – June 2007

English and Italian Language Teacher: Taught 2 three-week courses in English as a second language to a diverse group of students from all over the world. Developed the curriculum for the courses. Tutored students individually and led field trips and excursions for students. As Italian teacher, taught 15 one-hour long courses, ranging from beginning to advanced. Planned and developed entire curriculum. Responded to individual students personal issues. Tutored private students.

Harsick Community Learning Center, Harsick, ME

Jan 6 – Aug 9 2007

Research Assistant to a twelve year old child with Down Syndrome, using a mainstream summer camp, and led her in camp activities. Kept a daily log on her progress. Designed and implemented behavior modification plans.

American Overseas School of Rome, Rome, Italy

September 2001 – June 2002

English Teacher: Taught three classes of beginning English as a Second Language a day to Kindergarten, First Grade and Third Grade students. Planned and designed three year long courses utilizing multiple tests and resources.

Berita International, White Plains, NY; Rome, Italy

November 1999 – February 2000

October 2000 – June 2001

English Class: Joined to the Berita experience of language instruction. Taught English to people of various nationalities in both private and group lessons. Tailored further training in the use of advanced materials. Specialized in teaching the business sector.

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CONFIDENTIAL

DAVID A. SCHNITZER

(1/16)

PROFESSIONAL EXPERIENCE

DEPUTY RESEARCH DIRECTOR, Democratic National Committee

Washington, DC & Chicago, IL March 2007 – present

- **WORKED WITH CAMPAIGN, MEDIA TO SHAPE PUBLIC IMAGE OF OPPONENT.** During general election worked in Chicago with Obama for America communications team and members of Fox media to develop messaging about opponents, place negative stories, produce rapid response and new media materials and manage accuracy of ads, press releases and other public statements.
- **LED OPPOSITION RESEARCH ON ETHICS, PERSONAL FINANCIAL, CAMPAIGN FINANCE AND RELATED AREAS.** Led team responsible for exhaustive research into general election opponent's ethics, personal and family financial holdings valued at over \$100 million, 25 years of campaign finance data, military service record, lobbyist fees and all other non-legislative matters. Worked closely with counsel, communications staff and media to develop copylines on these topics.
- **SERVED AS RESOURCE FOR LEGISLATIVE RESEARCH TEAM.** Served as key advisor for team researching opponent's 25-year legislative record, lending expertise on policy debates, Congressional procedure and research resources.
- **HELPED MANAGE TEAM OF 30.** Worked with department director to hire and manage work of over 20 staff members and a dozen interns, handling administrative matters and shaping priorities of team.
- **AGGRESSIVELY IMPLEMENTED DATABASE-DRIVEN RESEARCH SOLUTIONS.** Implemented multiple advanced databases tracking opponent's legislative record, earnings, campaign finances and schedule, saving considerable amount of staff time and allowing complex, on-the-fly analysis of voluminous research material.
- **REPLACED VIDEO MONITORING AND ARCHIVE SYSTEM.** Spearheaded procurement and implementation of high-end digital video monitoring and archiving system used as core of party-wide video library. Initiated satellite-based live monitoring of GOP events.
- **LED RESEARCH ON MULTIPLE GOP PRIMARY CANDIDATES.** During primary election period, led research on multiple major GOP candidates, including legislative, executive, corporate, legal and financial histories. Worked directly with members of media to generate negative stories about these candidates.

RESEARCH DIRECTOR, Cantwell 2006

Seattle, WA April 2005 – November 2006

- **LED OPPOSITION RESEARCH ON SELF-FUNDED OPPONENT.** Led efforts to research the background of a self-funded opponent including start as an insurance CEO, lobbyist and political operative. Work included regulatory processes in all 50 states, extensive analysis of SEC filings and outreach to laid-off employees.
- **MANAGED SELF-RESEARCH FOR ENDANGERED INCUMBENT.** Managed team conducting comprehensive research on legislative history and personal issues of targeted Senate incumbent. Responsible for documenting accomplishments and responding to accusations about her record, with a particular focus on localizing the record to individual counties.
- **PARTICIPATED IN STRATEGY DECISIONS & RAPID RESPONSE.** Worked with campaign management and consultants to develop message, paid and earned media, and prepare candidate for debates. Together with communications staff, played key role in responding to press inquiries and handled other rapid response needs.
- **IMPLEMENTED INNOVATIVE USE OF TECHNOLOGY FOR RESEARCH.** Sought out and installed technology rarely utilized for state-wide races including centralized broadcast-quality monitoring of multiple media markets and sophisticated databases tracking incumbent's legislative record.
- **ADVISED ON CAMPAIGN FINANCE AND ETHICAL ISSUES.** As in-house expert on campaign finance and Congressional ethics, advised campaign on ensuring compliance and identifying legal and ethical mistakes of opponent's campaign and party.

RESEARCH DIRECTOR, Office of U.S. Senator Maria Cantwell

Washington, DC March 2005 – April 2006

- **THOROUGHLY RESEARCHED INCUMBENT'S 14-YEAR RECORD.** Designed and executed plan to exhaustively document the activities and accomplishments of vulnerable first-term Senate incumbent with eight earlier years of U.S. House and state House service. Work included detailed evaluation of votes, legislation, earmarks, statements, press clippings and various required ethics filings to create accomplishment documents as well as to identify vulnerabilities and shortfalls.
- **ASSISTED COMMUNICATIONS AND LEGISLATIVE STAFF.** Worked closely with legislative and communications teams to articulate positions of senator and better document key portions of legislative record.

SENIOR RESEARCH ANALYST, John Kerry for President/Kerry-Edwards 2004

Washington, DC March 2003 – November 2004

- **LED KEY PORTIONS OF SELF-RESEARCH.** Responsible for self-research on wide range of legal, financial, ethical, political, legislative and historical topics, including military records and obscure archival sources.
- **TRACKED AND ANALYZED PUBLIC POLLING.** Tracked thousands of national and state public polls and wrote frequent memos and talking points for press and public use analyzing polling trends.
- **WORKED ON DEBATES & OTHER SPECIAL PROJECTS.** During general election period, coordinated research staff for complex projects. Managed debate "war room" logistics. Worked with senior staff and consultants on ad-hoc research projects.
- **LED ANALYSIS OF CAMPAIGN FINANCE RECORDS.** During both primary and general election, chiefly responsible for analysis of current and historical campaign finance records of opponents to identify problematic transactions for media and spending for strategic use.
- **MANAGED RESEARCH ON PRIMARY OPPONENTS.** Chiefly responsible for all research on several major opposition candidates, including legislative, news, legal and other records.

RESEARCH DIRECTOR, Bob Clement for U.S. Senate

Nashville, TN May 2002 – November 2002

- **DIRECTED SELF AND OPPOSITION RESEARCH.** Managed research staff for competitive Senate race, including self-research on long-time public servant and opposition research on opponent, who was a former governor, cabinet member and presidential candidate.
- **WORKED WITH PRESS TEAM AND CONSULTANTS.** Worked with communications and media team to promote candidate, respond to attacks and attack opponent.

RESEARCH DIRECTOR, Office Of U.S. Senator Joseph Biden

Washington, DC June 2001 – May 2002; December 2002 – February 2003

- **UNDERTOOK COMPREHENSIVE ANALYSIS OF 30-YEAR LEGISLATIVE RECORD.** Developed and executed plan to research and write extensive materials documenting 30-year legislative record of high-profile senator.
- **ANALYZED OVER 10,000 VOTES AND BILLS.** Individually analyzed over 10,000 Senate votes and several thousand sponsored and cosponsored bills and amendments to identify positive accomplishments and possible vulnerabilities on wide variety of issue topics.
- **PRODUCED EXTENSIVE DOCUMENTS ON LEGISLATIVE RECORD.** Wrote memos and reports on the senator's history and accomplishments on major issues over prior 30 years for use by personal office and committee staff.
- **CREATED GROUND-BREAKING DATABASE SYSTEM TO TRACK LEGISLATIVE RECORD.** Built an advanced database tracking decades of legislation, votes, clips, press releases and speeches for use throughout office to track and analyze senator's record and accomplishments, believed to be first of its kind in the caucus.

EDUCATION

Columbia University (New York City, NY)

BA in Political Science, *magna cum laude*

Jewish Theological Seminary (New York City, NY)

BA in Modern Jewish Studies, *summa cum laude* and departmental honors

TARAK N. SHAH

(b)(6)

Experience **White House Council on Environmental Quality (CEQ)** **Washington, DC**
Special Assistant to the Chair *Security Clearance: Secret* **2009-**

- Lead and direct a 3-person team responsible for briefing, scheduling, and advancing the CEQ Chair
- Write speeches and control flow of paper to and from the Chair, including Legislative Referrals
- Participate in CEQ senior management meetings and coordinate budget and priorities planning
- Manage special policy projects including Asian Carp Control Strategy, Guam military build-up environmental impacts review, and Senate confirmation process for CEQ Deputy Director

Office of the President-Elect of the United States of America **Washington, DC**
Human Resources Director **2008-2009**

- Managed 5-member team responsible for employee onboarding, compensation strategy, benefits, and office allocation for 600 staff
- Directed one-month Transition Operations wind-down effort, including finance, IT, and HR
- Advised Executive Director and Deputy Directors on staffing and personnel budget planning

Obama for America (OFA) **Chicago, IL**
Deputy Human Resources Director **2008**

- Led Human Resources desk team; responsible for staffing HQ and field operations, servicing employee payroll and benefit issues, tracking employee deployments, and requisitioning technology
- Managed \$50M nationwide payroll and benefits spend for 4000+ employees
- Designed and implemented information systems: campaign-wide new hire procedure, on-boarding and off-boarding, performance evaluation, separations, redeployment, and health insurance

American Express Company **New York, NY**
HR Summer Associate, Global Network Services (GNS) **2007**

- Designed a \$1M rotational program for 8 new hires per year
- Restructured GNS North American MBA summer intern and full time recruiting processes

Hopefund Leadership PAC, Senator Barack Obama, Chair **Washington, DC**
Director of Operations **2005-2006**

- Designed and implemented start-up plan, including employee transition and lease negotiation
- Accounted for and reported \$3.2M in receipts and disbursements as election law compliance officer
- Established the direct mail program that served as a the basis for OFA's 2008 mail fundraising

Obama for Illinois **Chicago, IL**
Deputy Events Coordinator **2004**

- Managed political fundraising events for President Obama's Senate campaign; served as the lead for planning, event set-up, and staffing fundraisers throughout Northern Illinois
- Vetted and processed campaign donations

Office of Senator Edward M. Kennedy **Washington, DC**
Intern, Health, Education, Labor and Pensions Committee **2001**

Education **CORNELL UNIVERSITY** **Ithaca, NY**
Johnson Graduate School of Management, School of Industrial and Labor Relations
Master of Business Administration, Master of Industrial and Labor Relations
 President: Out for Business (LGBT Business Students Group)
 Final Coursework: *Alternative Energy Manufacturing Siting Analysis: A Focus on Solar Thin-Film*
 Teacher's Assistant: Politics of the Global North

UNIVERSITY OF ILLINOIS **Urbana-Champaign, IL**
Bachelor of Arts in Political Science, Bachelor of Arts in Urban Planning **May 2004**
 Chancellor's Scholar, President: College Democrats, President: Illinois Federation of College Democrats

POLITICAL/CIVIC MEMBERSHIP

- Community Impact of Tompkins County (NY) – Volunteer **2006-2008**
- Champaign County (IL) Democratic Central Committee Executive Board **2003-2004**
- Graduate Employees Organization (IFT/AFT Local 6300) Organizing Committee – Member **2001-2003**

INTERESTS/SKILLS

(b)(6)

Timothy R. Strabbing

(b)(6)

EXPERIENCE

- Military Service: Infantry Officer, United States Marine Corps**
US Naval Academy, Principal Science Department, Annapolis, MD July 2000-Present
2000-Present
- **Officer of Irregular Warfare Instructor:** Developed and taught rigorous upper level course designed to prepare over 90 future officers for the complexity of modern conflict
 - **Global Strategic Studies Instructor:** Designed and implemented a new course syllabus reflecting the current international strategic environment 2002-2008
 - **Executive Officer, International Scholarship Program:** Oversees a capstone program designed to preparing midshipmen for graduate study overseas, earning a place in Academy record for graduate scholarship winners in 2008 2006-2008
 - **Officer Representative for Varsity Men's Heavyweight Crew Team:** 2006-Present
- 1st Battalion, 7th Marine, 1st Marine Airborne Division, Camp Pendleton, CA* April 2004-June 2006
January 2006-June 2006
- **Battalion Assistant Operations Officer:** Conceived and executed two Battalion level operations inserting Iraqi soldiers into each mission, led to improved security for food and regional population
 - **India Company Executive Officer:** Developed and implemented a comprehensive counterinsurgency strategy for India Company in three different cities in Al Anbar, Iraq April 2005-January 2006
 - **India Company, 1st Platoon Commander:** Led and monitored a 47-min rifle platoon through seven months of counterinsurgency and combat operations, including Operation Al Fajr, the November 2006 urban assault on Al Baljaja, Iraq, a 42 retired salary to the US April 2004-April 2005
- Military Schools**
- Marine Corps Basic Officer and Infantry Officer Courses, Army Ranger and Audie Murphy Schools 2001-2004
- Military Awards**
- Combat Action Ribbon 2004
 - Navy Commendation Medal with Combat Distinguishing Device 2005, 2006
 - Global War on Terrorism Service Medal / GWOT Expeditionary Medal / Iraqi Campaign Medal 2005, 2006

EDUCATION

- University of Oxford (Marshall Scholar)** Oxford, England
Master of Science in Russian and Eastern European Studies 2001-2003
- Thesis topic: The Role of Religion in Baltic Independence at the end of the Cold War
 - Harvard College Crew Team, Varsity Women's Basketball Coach
- United States Naval Academy** Annapolis, Maryland
Washington of Nations, Political Science 1997-2001
- Graduated first overall for the Naval Academy Class of 2001
 - Brigades Commander, for Fall 2000, responsible for leading the 4,250 members of the Brigade of Midshipmen
 - Awarded Thompson Cup in 2001 for greatest contribution to USNA activities as varsity crew team member

COMMUNITY ACTIVITIES

- Member of Hillcrest Christian Reformed Church in Harrisonville, Michigan 1995-1997 (ev)
- Volunteer at La Roca, a shelter for abused and abandoned women and children in Tijuana, Mexico 2005-2006
- Officers' Christian Fellowship National Council Member 2001-Present

PERSONAL

(b)(6)

Matthew J. Schoeffling

(b)(6)



SUMMARY OF SKILLS:

Over 12 years experience in foreign affairs, analysis (linguistic, cultural, geopolitical, military, economic), research and policy; extensive knowledge of the Middle East operations area; hands-on experience in cross-cultural project development and bilingual conflict resolution; extensive work/academic experience in a number of countries including Saudi Arabia, Syria, and Portugal; Ph.D. from Georgetown University's School of Languages and Linguistics; Experienced linguist; fluent in six languages including multiple dialects of Arabic; recipient of Northrop Grumman's 2004 Guardian of Freedom Award presented to outstanding employees for efforts in the War on Terror. Additionally, trained and experienced in strategic communications/public affairs and other information operations. Middle East Country Director at Department of Defense.

RELEVANT EXPERIENCE:

2005 to Present

Middle East Country Director (Iran and Iraq) in the Office for the Near East and South Asian Affairs, Office of the Assistant Secretary of Defense for International Security Affairs, 2600 Defense Pentagon, Washington, DC 20301-2600 (Supervisor: BGen Paula Thornhill, 703-571-2507)

Major Tasks: Provide country and regional expertise at the ASD, Under Secretary of Defense for Policy and higher levels on key strategy, planning, programming and budgeting, and policy matters; and formulate papers and decision memoranda to support deliberations and decisions by senior policy officials related to Iraq and the Middle East for Deputies Committee, Principles Committee, and National Security Council meetings related to Iran, Iraq, Afghanistan, and the Middle East. Provide review, study and advice on activities supporting DoD international policy goals and objectives. Provide country and regional expertise on key strategy, planning, and policy matters for the interagency (e.g., Department of State.) Brief and advise senior policy officials on matters related to Iran, Iraq and the Middle East, including the Under Secretary of Defense for Policy. Interpret and analyze national policies, defense concepts, and USG strategic cooperation plans and

programs related to international security implications, and intelligence support activities to ensure they are integrated within OSD, the Combatant Commands, Defense Agencies, Joint Staff, Military Services, the Department of States and the National Security Council. Lead international defense policy initiatives and strategic guidance development, and, ensure attainment of national security objectives, the Secretary of Defense's guidance, and statutory imperatives. Coordinate with DoD components and other government agencies and providing recommendations to the ASD (ISA) regarding areas of responsibility assigned to strategic defense. Lead teams in developing presentation of DoD international policies for Congress, international entities and bi-lateral deliberations. Provide congressional testimony and other material for senior policy officials, including the Secretary of Defense. Develop procedures by which the ASD (ISA) exercises statutory supervisory responsibility to ensure compliance with DoD directives, instructions and policies regarding areas of responsibility assigned within international security. Ensure security cooperation program/policy issues are coordinated and resolved among affected Departments, Commands, other federal agencies and foreign governments. Participate in a number of interagency working groups (e.g., politics and governance) and take the OSD lead at the Strategic Communications working group. Provide Arabic linguist support in a number of capacities including humanitarian assistance for allies. Currently studying Farsi.

2004

G W Bush 2004 Presidential Campaign

Full-time volunteer Wisconsin Catholic Outreach (Supervisor Jason Jones 540-551-0217). Outreach team's efforts were characterized by a number of achievements: recruitment of a volunteer base of over 1000, realization of the highest nation-wide coverage for voter-guide distribution, raising of tens of thousands of dollars for local media ads and recruitment of hundreds of volunteers to aid the Wisconsin Evangelical Outreach.

2002 to 2004

Senior Trainer for Institutional Training Division, Vinnell Arabia (Northrop Grumman) U S Army-OPM/SANG (Saudi Arabian National Guard)

Modernization Program, Vinnell Corp, Riyadh, Saudi Arabia (Supervisor Col Worthen "Waddy" Davis (ret) 9661504414607)

Major Tasks: Design, develop, and execute educational/cultural projects for Saudi Arabian National Guard officer corps. Conduct cross-cultural program policy analysis, conflict resolution, formulation of US-Saudi team-building initiatives, bilingual briefings, and administrative/operational/linguistic support in hostile environment. Manage, direct, and supervise activities of staff, ensuring mission productivity, quality and timeliness assurance, planning and programming, resource

allocation, and work force development and sustainment. Interpret and analyze U.S. Army policies and programs related to military modernization and defense/security combating terrorism (counterterrorism, terrorism crisis response, and anti-terrorism/force protection) to ensure they are integrated within Saudi Arabian National Guard. Lead initiatives and strategic guidance development; and, ensure attainment of objectives, the Program General Manager's guidance, and statutory imperatives. Coordinate with SANG components and other entities and providing recommendations to Vinnell Arabia/OPM SANG regarding areas of responsibility assigned to education and security. Develop procedures by which Vinnell Arabia/OPM SANG exercises statutory supervisory responsibility to ensure compliance educational and security directives, instructions and policies regarding areas of responsibility assigned within the program. Develop decision-making proposals for Vinnell Arabia/OPM SANG. Arabic-speaking liaison and weapons-qualified member of Vinnell Arabia's Quick Reaction Force specializing in counterterrorism strategy and tactics. Recipient of Heroic Performance Award (Vinnell Corporation) for actions during the 12 May 2003 Riyadh bombings. Recipient of Guardian of Freedom Award (2004) (Northrop Grumman/DoD). Nominated to 'List of Essential Personnel'

2000-2002

Consultant: J. Reckner Associates Inc, Mount Laurel, NJ

Major Tasks: Execute multi-tasked studies in market and political research. Coordinate studies and field research with industry experts in numerous fields: medical, legal, industrial, and political. Provide qualitative data/analysis for nationally-televised commercials.

1999-2000

Instructor, American Language Center, American Cultural Center (US Embassy), Damascus, Syria

Major Tasks: Provide instruction and aide in the design and execution of educational/cultural programs. Provide direction in both in English and Arabic. Volunteer as an U.S. surrogate for community outreach. Conduct research.

1997-1998 (Research)

Researcher: Cairo, Egypt / Beijing, China / Damascus, Syria through Georgetown University.

Major tasks: Successfully completed multi-tasked research projects using foreign-source materials (e.g. Arabic, Chinese) covering geopolitical, military, and cultural issues

1996-1997

Consultant/Executive trainer, Bank of Portugal/Portugal Telecom, Lisbon, Portugal.

Major tasks Designed, coordinated, and executed training programs and seminars for executive-level personnel

1993-1996

Translator/Linguist, Freelance, Philadelphia, PA/Washington, DC

Major tasks Provided multilingual (e.g. Chinese, Spanish) contract work for various fields: legal, hi-tech, insurance, and political while at Georgetown Graduate School

TRAINING/EDUCATION

Georgetown University Washington, DC, Ph.D. 2002, MS 1996, School of Languages and Linguistics (with distinction) Specialized in foreign languages, cultural-political/military research and analysis using original source materials in Spanish, Arabic, Chinese, Portuguese and Japanese, recipient of multiple research grants and scholarships, doctoral dissertation explored new trends in cross-cultural propaganda, complexity theory, swarming doctrine, net war, and Islamic warfare. As a lecturer, received outstanding evaluations from both students and faculty at the School of Languages and Linguistics

Saint Joseph's University Philadelphia, PA, BA 1993, Department of Modern Languages (with honors), Inducted into English National Honor Society, Spanish National Honor Society, and Foreign Language National Honor Society (Chinese, Japanese), Recipient of the University Spanish Award

Jordanna Polis Schutz

(b)(6)

Resume Contents

National Security•Political•Private•Academic•Misc

Work Summary I am seeking to return to public service after having left my job at CIA so that I could work for my brother, Jared Polis s, successful congressional campaign Prior to CIA I managed Internet start-ups and did academic work in the sciences and economics

Primary interests Intelligence processes and oversight, national security, counterintelligence, WMD nonproliferation, counterproliferation, bioweapons defense, science and technology

National Security

Central Intelligence Agency

McLean, Virginia

Analyst

8/2006-7/2008

- Finished Intelligence Supported senior policy makers by analyzing, writing, and briefing on counterintelligence, the efforts of foreign intelligence entities against US interests, emerging technological threats, and nuclear proliferation
- Process reviews Supported senior CIA management by leading projects in assessing, securing, and improving programs in intelligence collection, analysis, covert action, technology, and infrastructure

Political

Polis For Congress

2nd District, Colorado

Advisor, Field Coordinator

7/2008-11/2008

- Member of Advisor Team for campaign and transition Ran field operations for Eagle County part of district

Colorado Victory 2004

Denver, Colorado

Communications Staff

8/2004-11/2004

- Full time volunteer, organized earned media events, penned press releases, created web pages organized and ran outreach to Republicans and Independents for Kerry

Other

- Assistance in fundraising efforts for Democratic Party and candidates, and participation in philanthropy directed at building progressive infrastructure

Private Sector

Beacon Road

President 7/2008-

- Created a fund to support technology transfer toward applications that would have a positive impact on society. Categories include renewable energy, sustainable development, public health

Lucidity Inc

Co-Founder 1999-2001

- Developed a system for powering online transactions

Bluemountain com

California

Director of Development 5/1999-10/1999

Project Manager site translation 3/1999 5/1999

Content Creation 1997 1998

- Oversaw development of new features and e-commerce integration for the online greeting card company, was one of the top 10 most trafficked web sites. Managed engineers and designers, vendor relationships. Assisted in merger process resulting in Excite@Home's acquisition of Bluemountain com in 10/1999. (Chronology Note: took leave of absence from college)

Other/Miscellaneous

- Have served on several Boards of Directors. Was youngest member of a Board of Directors of any NASDAQ company at the time of Provide Commerce's IPO in Dec 2003

Academic

Education

Harvard University Cambridge, MA

B A Physics and Mathematics 2003

Massachusetts Institute of Technology, Professor Dan Ariely

Research Assistant, Behavioral Economics 5/2004-8/2005*

*Hiatus during Kerry campaign work

Harvard University, Professor Hongkun Park

Cambridge, MA

Undergraduate Research Assistant, Physical Chemistry

7/2001-1/2003

- Awarded NSF and Harvard college grants

Brandeis University, Professor Jordan Pollok

Waltham, MA

Summer Research Intern, Computer Science

1997

Miscellaneous

- Philanthropy: Director of family and personal charitable foundations
- Languages: ^{(b)(6)}

Vikram I Singh

(b)(6)

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Professional Experience

Center for a New American Security

Washington, DC

Fellow

Present

- Conduct research and policy analysis on national security issues including Afghanistan and Palestine, East Asia counterinsurgency, and national defense strategy, resourceing and planning
- Developing CNAS projects on the policy options for managing the impact of post-traumatic stress disorder on the force in the wake of the wars in Afghanistan and Iraq
- Manage the Joseph S. Nye Research and Mentoring Program

Department of Defense

Washington, DC

Strategist, Office of the Secretary of Defense

2003-2007

Policy: Global Security Affairs (Partnership Strategy)

- Managed OSD Policy execution and oversight of a \$300 million global training and equip authority
- Represented the Department in briefings to congressional staff and GAO auditors
- Led the authorities and security assistance reform team
- Drafted testimony and talking points for senior officials, including the Secretary of Defense
- Developed strategic integration framework for global defense posture and security cooperation
- Represented Global Security Affairs on Secretary of Defense transition team

Policy: Special Operations and Low-Intensity Conflict (Stability Operations)

- Led planning, training and intelligence reform efforts for implementation of DoD Directive 3000.05 to improve stability operations and counterinsurgency capabilities
- Spearheaded successful legislative and budget initiatives for critical train and equip capabilities
- Managed OSD Policy support to international peacekeeping efforts in Africa
- Supported OSD stability operations crisis response for Lebanon in 2006

Quadrennial Defense Review: Roles, Missions and Organizations Team

- Ran 20 member DoD and interagency working group on unity of effort
- Represented OSD Policy on authorities working group
- Developed decision briefings and memoranda for the Deputy Secretary of Defense

Acquisitions, Technology and Logistics: Acquisition Resources Analysis

- Coordinated the Major Defense Acquisition Program budget review with OSD Comptroller
- Represented ARA in the Capabilities-Based Planning Working Group
- Drafted AT&L budget rollout speeches and congressional testimony for senior leadership

The Joint Staff: IS Military Staff Committee at the US Mission to the United Nations

- Primary IS staff member for negotiations and interagency coordination on the Sudan crisis
- Advised the Director, IS MSC and the US Ambassador to the UN on U.S. military support to humanitarian and peacekeeping operations

Policy: International Security Affairs (Near East and South Asian Affairs)

- Represented OSD at classified congressional briefings on U.S. - India missile defense and civilian nuclear cooperation
- Established and led DoD missile defense and tech transfer working group for India
- Conducted U.S. - India Defense Policy Group meetings in New Delhi and Washington

International Organization for Migration

Washington, DC

Research Intern: Contingency and reconstruction planning for Iraq

2003

The United Nations Program at Columbia University

New York

Researcher and Course Assistant for Summer Peacekeeping Training Seminar

2002

Voice of America **Colombo, Sri Lanka**
Reporter 2000 – 2001
 - Covered civil war in Sri Lanka including live coverage of attacks and in-depth features on negotiations and prospects for peace Also covered race issues in South Africa

The International Center for Ethnic Studies **Colombo, Sri Lanka**
Project Manager and Lead Researcher 1999 – 2001
 - Managed Ford Foundation project on minority protection and security in South Asia
 - Recruited and directed research teams in Bangladesh, India Nepal, Sri Lanka and Pakistan
 Managed \$300,000 project budget
 Represented the Center at UN committees and meetings in Switzerland Nepal, and South Africa

Center for Monitoring Election Violence **Colombo, Sri Lanka**
International Election Observer/Coordinator 1999 – 2000
 Developed Terms of Reference for foreign volunteers and trained over 70 election monitors
 Monitored and reported on election violence in remote areas of central and eastern Sri Lanka

Independent Research **Multiple Locations**
Research in the United States, Europe, and South Asia 1998 – 1999
 Secured private grant to compile history of my family s migrations from colonial South Asia

Peninsula School, Ltd **Menlo Park**
8th grade Classroom Teacher 1995 – 1998

Fodor's Travel Publications **New York**
Editor and Writer 1994 – 1996
 Edited and wrote a new edition of *Fodor's India* and the first and third editions of the *Berkeley Guide to Germany and Austria*

United States Forest Service **California**
Amphibian Habitat Surveyor, South Fork, Feather River 1995

Education

Columbia University **New York**
Master of International Affairs (International Security Policy and Human Rights) 2003
 - Focused on civil – military cooperation in post-conflict and insurgency settings
 Regional specialization in Africa, function specialization in humanitarian affairs
 Member of Admissions Committee for Fall 2003

University of California at Berkeley **Berkeley, CA**
Bachelor of Arts in History (Honors) 1995
 Minor Programs in Natural Resource Management (honors) and Education (honors)
 Edward P Kraft Scholarship 1991 nominated to Phi Beta Kappa 1995

Selected Publications

- “The Civilian Core of American Power” with Derek Chollet and David Shorr *Foreign Service Journal* (December 2008) 28-33
- “Winning the Battle, Losing the Faith,” with Nathaniel C. Fick, *The New York Times* (5 October 2008) WK 10
- “Surging Statecraft to Save Afghanistan,” with Nathaniel C. Fick, *Small Wars Journal* (2 October 2008)
- Making America Grand Again: Toward a New Grand Strategy*, with Michele Flournoy and Shawn Brimley (Washington DC: Center for a New American Security, June 2008)
- *The Power of Balance: America in Asia*, with Kurt Campbell and Nirav Patel (Washington DC: Center for a New American Security, June 2008)
- “Stumbling into the Future: The Indirect Approach and American Strategy,” with Shawn Brimley, *Orbis* (Spring 2008) 312-331
- “Averting the System Reboot: Innovations and Critical Lessons from Iraq Must Be Preserved,” with Shawn Brimley, *Armed Forces Journal* (December 2007) 34-37, 47
- “Washington Should Pay Attention to Russian Moves in the Asia Pacific” with Nirav Patel, *World Politics Review* (13 June 2008)
- “Uncle Sam Needs to Engage Asia” with Nirav Patel, *The Straits Times*, (10 June 2008)
- “U.S. Foreign Policy and the Next President: America at a Pivot Point” with Shawn Brimley, *World Politics Review* (6 June 2008)
- “The Face of America Abroad,” with Shawn Brimley *The Baltimore Sun* (6 November 2007) 11A
- “Make Armed Contractors A Part of the Solution,” *The Hill* (10 October 2007)
- “History Lessons from Eisenhower and Nixon on Quitting War” with Kurt Campbell, *Financial Times* (1 October 2007)

ROBERT FRANCIS SMITH, PhD

(b)(6)

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Summary

A Republican political scientist writer and G W Bush supporter with extensive prior service in the administrations of Ronald Reagan and George Bush Experienced in framing and implementing Presidential policies on national and international issues Experience includes foreign policy, defense economic policy finance & banking energy trade labor relations and education

KSAs

- Cabinet-level speechwriting and editing
- Government staff & budget management
- Congressional & intergovernmental relations
- Grant making
- Diplomatic experience
- International program management
- Public speaking
- Media relations
- Issues analysis and research
- Direct mail & grassroots mobilizing
- Security clearance
- Civil Service status (with reinstatement rights)

Professional Experience

Lockheed Martin Corp, Bethesda Maryland 1997-02
Director Executive Communications

Served as speechwriter and researcher to Norm Augustine and other senior officials of the aerospace and defense giant, with \$25B in annual sales and 125,000 employees

Valis Associates Washington DC 1996-97
Senior Communications Advisor

Worked closely with Wayne Valis at one of the leading pro-business lobbying organizations in Washington Clients included Citizens for Civil Justice Reform Pfizer and Coca Cola

Federal Housing Finance Board, Washington DC 1991-96
Deputy Director of Public Affairs & Senior Public Affairs Officer

Through speeches articles newsletters Congressional testimony and media relations, created a 'voice' for the new regulator of the \$400B Federal Home Loan Bank System

U S Dept of Commerce, Washington DC 1989-91
Special Assistant to Commerce Secretary Robert Mosbacher

Recruited and directed policy writing staff and speechwriters for Secretary Mosbacher a key member of President George Bush's inner circle Created "Eight-Point Competitiveness Plan" as concept for President's economic program Concept endorsed by the White House

U S Information Agency, Washington DC 1985-89
Director Office of Private Sector Programs

During a watershed period in U S foreign policy directed an office to promote private-sector international exchange programs Managed a staff of 30 annual budget of \$10-12 million and 100 grants per year Maintained positive relations with Congress, while working with NSC and State Dept and evaluating requests from hundreds of grant-seeking organizations

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per project

#117K
(GS 15-10 plus adjustment)

#75K
(GS 15-10)

#70K
(SES-III)

#502
(CC-15)
U S Dept of the Interior, Washington DC 1984-85
Special Assistant to Interior Secretary William Clark
During Presidential re-election year, served as principal speechwriter for President Reagan's Interior Secretary, described as "the most important and influential person in the first (Reagan) administration." Wrote 80 speeches on energy development and other key resource issues.

#502
(CC-15)
Federal Home Loan Bank Board, Washington DC 1983-84
Special Assistant to Bank Board Chairman Edwin Gray
As S&L crisis emerged, drafted public statements and speeches for the regulator of the Bank System, Federal Thrifts, the FSLIC, and Federal Home Loan Mortgage Corp.

(b)(6)
Chrysler Corporation, Highland Park, Michigan 1982-83
Senior Writer
At a time when Chrysler CEO Lee Iacocca dominated headlines, wrote more than 40 presentations telling "the Chrysler story." Contributed to public understanding and profitability.

(b)(6)
Cities Service Company, Tulsa, Oklahoma 1978-82
Manager of Editorial Affairs
During global energy crisis, directed executive communications and editorial board visits for a major oil company. Produced favorable editorials in print and electronic media on key issues. Served as company's liaison with think tanks and policy organizations.

National Right to Work Committee, Falls Church, Virginia 1975-78
Registered Lobbyist & Assistant to Director of Membership
In a busy period for labor legislation, represented a leading grassroots organization with Members of Congress, U.S. Senators, and State legislators across the country. Conducted survey of congressional candidates. Wrote testimony. Drafted direct-mail packages to mobilize member support. Instrumental in Right to Work victories in major legislative battles.

Education

University of Notre Dame, South Bend, Indiana 1972-77
Ph.D. and M.A. in Government & International Studies

Assumption College, Worcester, Massachusetts 1966-70
B.A. with high honors in Foreign Affairs

Professional Development

The George Washington University, Washington DC 2000
Graduate Study in Higher Education Administration

University of Kansas, Lawrence, Kansas 1981
Management Development Program

Honors and Awards

- Key to the City of Ft. Worth, Texas
- People to People award for "outstanding achievement in advancing international understanding"
- Sister Cities International Distinguished Service Award for "advancing understanding and goodwill between the people of the U.S. and the peoples of other countries."

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James Swartout

Experience	07/2008 – Present	Glover Park Group	Washington, DC
		Director	
		Currently specializes in government relations, legislative affairs, defense and national security issues, and corporate strategy at one of Washington D.C.'s premier government relations and public affairs firms.	
	03/2008 – 07/2008	Charles Lewis for City Council	Portland, OR
		Senior Advisor	
		Senior advisor for a city commission candidate for Portland, Oregon. Was responsible for overall campaign strategy including allocation of \$150,000 in primary campaign funds, media buys, political outreach, organization, structure and communications. Served as strategist and chief of staff to the candidate.	
	09/2006 – 03/2008	Truman National Security Project	Washington, DC
		Associate Director	
		Functioned as the CEO for the organization. Directed the Truman Project's congressional efforts, advocacy efforts and outreach with many progressive organizations, interested and inspired with members of congress and their staff, senior staff in various federal agencies and influential members of the progressive movement. Contributed to various projects on Capitol Hill including numerous items with the Senate Democratic Policy Committee. Designed and implemented many of the Truman Project's Congressional programs including the Security Scholars Program and the Summer Springboard Program.	
	1/2005 – 09/2006	U.S. Senator Max Baucus	Missoula, MT
		Field Representative	
		Coordinated local policy issues and was the principal liaison between Senator Baucus' Senate office and statewide government entities, businesses and key constituents groups. Advised senior staff and the Senator on local concerns and priorities. Key stateside staffer that coordinated and advised DC staff on veterans' issues, homeland security, drug trafficking, law enforcement, national guard and trade issues related to narcotics. Wrote press releases and key messages on behalf of the Senator and served as a member of the Montana Board of Veterans Affairs.	
Education	1992-1997	University of Portland	Portland, OR
		• B.A. History	

RESUME

MARY E. TURNER

(b)(6)

(b)(6)

SUMMARY OF SKILLS:

Executive Assistant, scheduler, secretary, receptionist, typing (100 WPM), stenography (100 WPM), writing, editing, proofreading, office management, computer skills

EXPERIENCE:

28 years of government service, progressively responsible work in office management

August 1994 to present; 55-60 hours per week; Staff Assistant, GS-318-14, promoted to GS-14 October 2000; promoted to GS-13 October 1999; promoted to GS-12 August 1995, Office of the Vice Chairman, Joint Chiefs of Staff, 9999 JCS Pentagon, Washington, DC 20318-9999

Supervisor: (b)(6)

(b)(6)

Manage the official and social calendars of the Vice Chairman, Joint Chiefs of Staff. Provide administrative staff management, serve as advisor to the Vice Chairman, Joint Chiefs of Staff. Manage internal office procedures, directing projects and personnel for appropriate action. Serve as primary point of contact for the Vice Chairman, Joint Chiefs of Staff on a wide range of issues. Receive telephone calls and visitors to ensure they are referred to appropriate Joint Staff office. Act as liaison between Vice Chairman and high ranking officials within DoD, other government agencies, and offices within the Joint Staff. Received outstanding performance awards with performance award or quality salary increase in 1996, 1997, 1998, 2000 and 2001. Received an unusually outstanding performance award with performance award and quality salary increase in 1995 and 1999.

December 1993 – August 1994; 50-55 hours per week; Secretary, GS-318-10; Office of the Assistant Secretary of Defense (Strategy and Requirements), 2900 Defense Pentagon, Washington, DC 20301-2900; Supervisor: (b)(6)

Managed the official and social calendars of the Principal Deputy Assistant Secretary of Defense (Strategy and Requirements). Provided administrative staff management and served as administrative and personnel advisor to the Assistant Secretary and the Principal Deputy Assistant Secretary of Defense. Provided clerical support to the

Principal Deputy Assistant Secretary of Defense, including all travel arrangements. Provided secretarial support, including dictation. Received unusually outstanding performance evaluation with performance award and a quality salary increase in 1994.

December 1992 – December 1993; 50-55 hours per week; Secretary, GS-318-09; Office of the Deputy Chief of Naval Operations (Resources, Warfare and Requirements), 2000 Navy Pentagon, Washington, DC 20350-2000; Supervisor: (b)(6)

Managed the official and social calendars of the Deputy Chief of Naval Operations (Resources, Warfare and Requirements) (a vice admiral). Performed a variety of secretarial skills to manage the administrative functions of the office, including typing correspondence, taking and transcribing dictation, answering telephone calls and greeting visitors. Originated correspondence of a non-technical nature. Read all incoming correspondence and routed items to the appropriate staff member. Received outstanding performance evaluation.

April 1984 – December 1992; 50-55 hours per week; Secretary, GS-318-9; promoted to GS-9 in April 1984; Office of the Assistant Chief of Naval Operations (Submarine Warfare), 2000 Navy Pentagon, Washington, DC 20350-2000; Supervisor: (b)(6)

Managed the official and social calendars of the Assistant Chief of Naval Operations (Submarine Warfare) (a vice admiral). Maintained social and business schedules for the Assistant Chief of Naval Operations. Acted as liaison with high-ranking military, government and foreign officials on a daily basis. Typed and took dictation from the Assistant Chief, Deputy Assistant Chief, Executive Assistant and Aide as required. Maintained office files. Served as protocol officer for the Assistant Chief, organizing social engagements of an official nature. Acted as office receptionist. Received outstanding performance evaluation with performance award or quality salary increase 1984-1992.

June 1980 – April 1984; 45-50 hours per week; Secretary, GS-318-8; promoted to GS-8 in June 1980; Office of the Director of Naval Communications, 2000 Navy Pentagon, Washington, DC 20350-2000; Supervisor: (b)(6)

Served as personal secretary to the Director, Naval Communications (a rear admiral). Maintained social and business schedules for Director and Deputy Director (Navy captain). Types and took dictation for the Director and Deputy Director as required on a daily basis. Prepared all necessary travel arrangements for Director and Deputy Director. Reviewed all outgoing correspondence for correctness and clarity. Maintained office files. Received outstanding performance evaluation with performance award or quality salary increase 1980-1984.

December 1978 – June 1980; 40-45 hours per week; Staff Assistant (Steno) GS-301-7; promoted to GS-7 in June 1980; Office of Director, Systems Analysis Staff, Navy Department, Washington, DC 20350-2000; Supervisor: (b)(6)

(b)(6)

Officer manager, responsible for continuity and administrative operations, implementing and maintaining routine, filing systems and associated workload. Provided liaison between Director and various activities including naval command, Congressional staffs and private industry representatives. Controlled incoming and outgoing correspondence; supervised outgoing correspondence for accuracy/compliance with existing regulations. Nominated for outstanding performance award 1978-1979.

August 1973 – December 1978; 40-45 hours per week; Secretary (Steno) GS-5 (entry level); promoted to GS-6 in August 1974; Office of Aircraft and Weapons Requirements Branch, Navy Department, Washington, DC 20350-2000; (b)(6)


(b)(6)

Served as clerk-typist and then secretary to the Head, Aircraft and Weapons Requirements Branch. Served as one of two secretaries for 22 naval officers typing variety of naval correspondence including letters, memoranda, Congressional correspondence, briefings to various high ranking officials. Maintained office files. Acted as receptionist in absence of regular receptionist (receiving approximately 350-400 phone calls and over 100 visitors per day). Nominated for outstanding performance award 1973-1977. Received award in 1976.

EDUCATION:

AA, Secretarial Science, University of Akron, 1993, Akron, Ohio; (b)(6)

SUPPLEMENTAL INFORMATION

Mary E. Turner


CURRENT/FORMER FEDERAL CIVILIAN EMPLOYEES:

- (A) List highest grade held and number of months held at that grade level:
GS-14, Step 1, October 2000-Present
- (B) Provide employment status: Career
- (C) Position occupied: Competitive Service

MILITARY SERVICE AND VETERANS' PREFERENCE

N/A

David Vorland

Education

University of Chicago, Chicago, IL

M.A. in International Relations, August 2007

- Thesis: The Causes of Insurgency Following Conventional War

Iowa State University, Ames, IA

B.A. with Distinction in Political Science, May 2006

- (b)(6) within major
- Minors in Philosophy and International Studies

Work Experience

Barack Obama Campaign 2007-2008

Regional Field Director-Northeast Region: North Carolina

- Managed a team of 11 organizers who recruited, activated, and trained over 4,000 volunteers
- Coordinated the regional political, legal, media, surrogate, and operations activities with the field program
- Reached over 60% voter turnout in every county, and won 10 of 17 counties in the region

Field Organizer

- Recruited, trained, and managed precinct captains and volunteers in Iowa, Wisconsin, Texas, and Indiana
- Managed crowd control and volunteer recruitment efforts at events
- Recruited and organized elected officials and party activists

Rick Dickinson for U.S. Congress 2006

Field Staff

- Recruited, trained, and managed volunteers
- Participated in strategy meetings
- Helped to plan and organize events

International Security Management Association 2005-2007

Intern/Independent Contractor

- Development of ISMA website Knowledge Management Database
- Performed logistical and administrative tasks at international security conference
- Compiled and reported member surveys and evaluations

Clinton Dept. of Parks and Rec. Riverview Pool 2001-2006

Lifeguard/Associate Manager

- Supervised staff and pool operations
- Helped plan and run staff meetings and events
- Worked with Dept. of Parks and Rec. staff on pool improvement plans

Honors

ISU Honors Program 2002-2004, Dean's List 2003-2006, Golden Key International Honour Society Member, Vice-President of ISU Hovverball Club 2004-2005, West Point Student Conference on U.S. Affairs Delegate 2005

Computer Skills

Microsoft Office (Word, PowerPoint, Excel, FrontPage)

ALEX WAGNER

(b)(6)

EXPERIENCE

Kirkpatrick & Lockhart Preston Gates Ellis LLP, Seattle, WA and Washington, DC

480010000 October 2004 - Present

- Lead associate directing U.S. Supreme Court argument strategy and drafting of merits brief as counsel for Washington Democratic Party in *Washington State Grange v. Washington State Republican Party et al.*, 352 U.S. __ (2008)—a First Amendment challenge to the State's "Log Tax" primary; additional civil rights briefing before the U.S. Court of Appeals for the 9th Circuit
- Intellectual property: in-house with specific experience in trademark and copyright enforcement on the Internet; Friedland managed numerous federal lawsuits for Microsoft, often involving extensive third-party discovery; counseled other clients on consumer protection and advertising law.

Obama for America, Chicago, IL and Washington, DC

National LGBT Policy Review's Coordinating Traveling Surrogate Rally Mgr., August 2008 - November 2008

- Led campaign office on Obama-Afghanistan "contest" program and media outreach strategy
- HQ liaison for LGBT Steering and Policy Committee, integrated Gen. Clinton's Policy Committee
- Planned, prepared, and executed presentation content and strategy for LGBT Caucus at 2008 Democratic National Convention in Denver, Colorado
- Coordinated participants and schedules and national surrogate scheduling issues to state delegate pitch and pre-traveling campaign surrogates on national/statewide

Obama-Biden Presidential Transition Team, Office of Policy Liaison and Intergovernmental Affairs

- Assisted Policy Liaison team in organizing LGBT, Asian American, education and Arts community outreach, including private meetings, press briefings and personnel needs by senior staff

Arms Control Association, Washington, DC

Nuclear Proliferation Research Analysis and Research Team, July 2001 - August 2002

- International proliferation of nuclear and missile proliferation, published articles in national outlets including BBC, World Radio, The Baltimore Sun, The Washington Times and United Presswire
- Authored numerous articles on nuclear weapons proliferation, the intelligence community, legal control regimes, and United Nations Security Council policies in *Arms Control Today*

PII International (now Deris Government Services), Washington, DC

Research Analyst, June 1999 - July 2000

The White House, Washington, DC

Intern, Domestic Policy Council, Office of Health Policy, September 1997 - December 1997

U.S. Department of State, Washington, DC

Intern, Directorate of Defense Trade Controls (DDTC), May 1997 - September 1997

EDUCATION

Georgetown University Law Center, J.D. 2005

Honors: Cum Laude, Dean's List, 2002, 2004, 2005

Articles: *Georgetown Journal of Legal Ethics*, Executive Editor, Volume 8

Circuit Development, *The Quality of Public Place: Examples of Interest in Mutual Investigations After the Independent Director Act - Hawaii*

Law Clerk, *Let us Software Koch & Schatz LLP*, 2005

Law Clerk, *American Constitution Society for Law and Policy*, 2002-2003

Brown University, A.B. History and Political Science, with honors, 1999

Honors: 2000 Sep. J.D. Lamson Prize for Best Paper Promoting International Understanding

Thesis: *Reimagining the Atlantic: From The Commonwealth to the New World Treaties and*

Foundations for the Atlantic Cross-Civilization Regime

Awards: President Snow University College, Concordia

Hugh's College, University of London, Department of War Studies, study abroad, spring 1998

BAR ADMISSIONS

Admitted to practice in Washington (2005), U.S. Courts of Appeals for the Ninth Circuit (2006), and U.S. District Court for the Western District of Washington (2005)

PRESENTATIONS

Regulated Media Legislation & the Internet, Society of Professional Journalists' Member Conference (PWA)

WMD Growth and Intelligence Resources in Taliban's New Army War On Iraq, Sept. 2002

Gregory H. Whitten

(b)(6)

University of Arizona
Major: Political Science
Minor: Public Administration and Policy

May 2007

DEPARTMENT OF DEFENSE

Obama Gates Defense Fellowship

August 2009-Currently

- Supported the Assistant to the Secretary of Defense for Nuclear, Chemical and Biological Defense Programs, The Honorable Andrew Weber, ATSD (NCB)
 - Managed and supported the White House Initiative for Advanced Development of Medical Countermeasures to protect the forces and the homeland
 - Managed numerous offices under the ATSD (NCB) to produce intricate strategic policy and defense acquisition documents (i.e. Broad Area Announcement (BAA) and Request for Proposals (RFP))
 - Setup and managed the Defense Threat Reduction Agency (DTRA) reconstruction of the Threat Reduction Advisory Committee (TRAC)
 - Developed and coordinated Secretary of Defense level acquisition memorandums
- First rotation in support of the Department of Defense White House Liaison Michele S. Jones
 - Responsible for large scale political events within the Department of Defense and management of the on boarding process for political appointments

OBAMA FOR AMERICA PRESIDENTIAL CAMPAIGN

Arizona Political Director

July-November 2008

- Managed teams and coordinated logistics for all campaign events in Arizona
- (Handled all) statewide operations infrastructure, including housing and setting up the Arizona campaign headquarters and interviewing all paid staff
- Cultivated relationships with Arizona state Legislators, Phoenix City Council members and key political leaders. Also developed relationships with Hispanic, First American and other key Arizona constituency groups which resulted in higher turnout across the state
- Directed Get Out The Vote efforts which include managing field staff and running statewide operations. The program made more than 100,000 in state and out of state calls.

OBAMA FOR AMERICA PRIMARY CAMPAIGNS

Arizona

September 2007 to February 2008

- Organized Arizona Congressional District 5, the only district President Obama won in Arizona during the primary. Also led successful youth vote efforts in the state

Texas

February-March 2008

- Organized eight counties in east Texas for the 2008 Texas presidential primary/caucus, including Jasper County which had the best results in the state with 83% of the vote going to President Obama

Mississippi

March 2008

- Led GETV efforts in Adams County for the March 1st primary, where President Obama won 74% of the vote

North Carolina

March-May 2008

- Supported the city of High Point & vote goal (8-w/ Guilford County) for President Obama with 70% of the vote

Nevada

May-July 2008

- Organized transition team and directed the Obama fellows program

References available upon request

Nicholas C. Wallar

(b)(6)

Education	2008-2008	George Mason University	Arlington, Virginia
	M.A. International Commerce and Policy Phi Beta Delta Honors		
	2008-2004	The College of William and Mary	Williamsburg, Virginia
	B.A. History		
Work Experience	December 2008-Present	Presidential Inaugural Committee	Washington, D.C.
	Staff Assistant		
	<ul style="list-style-type: none"> Serving as ASSISTANT in Policy department supporting all activities surrounding inaugural events 		
	July 2008-November 2008	Obama for America/Campaign for Change	Iowa
	Field Organizer		
	<ul style="list-style-type: none"> Represented Campaign for Change in two counties and managed two field offices for general election Recruited, trained and managed organizing teams to work in 28 precincts Executed a four day Get Out the Vote operation from four locations resulting in record turnout Coordinated local political and public affairs for Campaign Managed voter contact and data collection for use in national database system 		
	2005-2008	Stonebridge International LLC	Washington, D.C.
	Associate		
	<ul style="list-style-type: none"> Analyzed international/domestic politics, macroeconomic, trade, energy and finance policy for clients Researched, edited and wrote international policy and intelligence reports for clients and senior staff Assisted Chairman and CEO with all matters with the media and public relations outreach Managed elements of large event projects, provided research and analysis across diverse sectors Coordinated efforts of the firm's business development team and managed firm's website 		
	2004-2005	The Royal Hospital School	Heilbronn, United Kingdom
	William and Mary Fellow		
	<ul style="list-style-type: none"> Assisted in teaching middle/high school history (planned lessons, led classroom discussions) Worked as a resident assistant in a school boarding house, monitored students, ran duty office responsible for 50 students, assisted with internal discipline, school from and led athletic/journal activities 		
	Summer, 2001-2004	U.S. Consulate General	Frankfurt, Germany
	Peak Season Visa Clerk		
	<ul style="list-style-type: none"> Managed new applicant data for non-immigrant visa applicants Strengthened visa case processing team by directing reliable research and follow-up applicant correspondence 		
	Summer 2000	U.S. Embassy	Moscow, Russia
	General Services Office Summer Hire		
	<ul style="list-style-type: none"> Managed work orders for property office Served as property-shipper staff for U.S. Presidential visit to Moscow in July 2000 		
Skills	<ul style="list-style-type: none"> Strong interpersonal, writing and analytical skills; experience working with diverse teams Proficient with MS Windows, Apple OSX, MS Office suite, some website development/editing Some fluency, German and Russian, and readability 		
Awards and Honors	<ul style="list-style-type: none"> 2008 Phi Beta Delta Honor Society, George Mason University 2004 William and Mary Fellowship for The Royal Hospital School, UK for (2004-2005) 2001 Elected to co-administer William and Mary's Habitat for Humanity teams (2001-2002) 2000 Boy Scouts of America - Eagle Scout 2000 National Honor Society 		

References

11/0001



CATHERINE ANNE WIESNER

EMPLOYMENT HISTORY

UNICEF, Consultant for Northern Uganda Peace Process
October 2008 – March 2008

Juba, Sudan and Kampala, Uganda

- Provided technical support to the Government of Southern Sudan led mediation team at the peace talks between the Government of Uganda and the Lord's Resistance Army (LRA)
- Coordinated and oversaw UNICEF's advocacy, policy and programming support to the peace talks and LRA assembly process in Southern Sudan with UNICEF Southern Sudan, Uganda, Khartoum, and NY offices

UNICEF, Child Protection Officer
February 2005 – March 2006

Khartoum, Sudan

- Provided technical and policy support to the Sudanese government bodies responsible for Disarmament, Demobilization and Reintegration in coordination with the UN Mission in Sudan (UNMIS)
- Developed and monitored the implementation of project cooperation agreements with Govt., international and national NGO partners throughout Sudan from a USD 55 million program budget
- Successfully advocated for the inclusion of key child protection principles and commitments in the 2006 Darfur Peace Agreement

INTERNATIONAL RESCUE COMMITTEE, Emergency Response Team
January 2005

Banua Aceh, Indonesia

- Established emergency child protection programming for orphaned, separated and displaced children in the days and weeks following the tsunami disaster, opened new field office in Meulaboh, organized local procurement of program supplies, recruited and trained 15 national staff and hundreds of volunteers

UNICEF, Consultant on Children Associated with Armed Forces and Groups
January – July 2004

Khartoum/Darfur, Sudan

- Designed demobilization, interim care and family tracing systems for children associated with the fighting forces in anticipation of the North-South peace agreement
- Helped lead the startup of UNICEF emergency response activities in Darfur when after initial humanitarian access was granted, including field assessments, program design and training of local implementing partners

UNICEF, Consultant for Post-Conflict Needs Assessment
December 2003

Monrovia, Liberia

- Completed a rapid situation analysis of child protection issues and actors as part of the official needs assessment jointly undertaken by the United Nations, World Bank, and National Transitional Government of Liberia in preparation for an international donor conference on reconstruction

INTERNATIONAL RESCUE COMMITTEE, Child Specialist, Emergency Response Team
August 2003

Monrovia, Liberia

- Conducted training on child protection principles and emergency response for IRC staff implementing emergency psychosocial and protection activities for displaced children and adolescents in Monrovia
- Participated in UN missions within and outside Monrovia to assess immediate civilian protection concerns
- Initiated planning with IRC and partners for both spontaneous and official demobilization of child combatants

(b)(6)

CATHERINE ANNE WIESNER

INTERNATIONAL RESCUE COMMITTEE, Child Specialist, Emergency Response Team **Erbil/Kirkuk, Iraq**
April 2003—June 2003

- Led child protection emergency preparedness and coordination efforts for IRC in Jordan and participated in determining common policy positions adopted by the inter-agency UN Working Group for Iraq
- Developed guidance materials for humanitarian agencies and US military personnel
- Conducted assessments in towns and villages of Northern Iraq and developed emergency response proposals

INTERNATIONAL RESCUE COMMITTEE, Child Protection Coordinator **Freetown, Sierra Leone**
Feb 2002—March 2003

- Directed all IRC child protection programs for war-affected children and adolescents in Sierra Leone from emergency interventions into post-conflict phase, managing 120 national staff in 4 field offices and overseeing an annual program budget of USD \$1.5 million
- Secured funds and developed new projects in response to the evolving regional context including repatriation of Sierra Leoneans from Guinea and responding to the influx of refugees fleeing renewed conflict in Liberia
- Participated as a lead member of the national Child Protection Network, contributing to advocacy and policy initiatives on separated children, reintegration of child ex-combatants, and other key child protection issues
- Worked with the Special Court for Sierra Leone and the Truth and Reconciliation Commission to promote children's rights throughout their respective processes

INTERNATIONAL RESCUE COMMITTEE, DDR Manager **Freetown, Sierra Leone**
July 2001—Feb 2002

- Managed the official Disarmament, Demobilization, and Reintegration (DDR) program for child ex-combatants as UNICEF's main implementing partner in the South and East of the country
- Guided program expansion into 2 additional districts, tripling geographic reach and opened IRC's 4th Interim Care Center for newly released child ex-combatants awaiting family tracing and reunification
- Revamped and launched community based reintegration program for war-affected children and adolescents
- Hosted United Nations and donor country visits and delegations, drafted all donor reports and new proposals

USAID, OFFICE OF FOREIGN DISASTER ASSISTANCE, Summer Intern **Washington, DC**
Feb 2000—Apr 2000

- Participated in proposal reviews and processed grants for emergency assistance efforts throughout Africa
- Provided daily back up support to Disaster Assistance Response Team deployed in Horn of Africa region
- Drafted Sierra Leone funding strategy for FY2000-2001

UN HIGH COMMISSION FOR REFUGEES, ARC Training Program Officer **Addis Ababa, Ethiopia**
Sep 1998—Dec 1998

- Worked with UNHCR's regional Child Protection Advisor to launch the Action for the Rights of Children (ARC) project with NGO partners, government counterparts, and the Organization of African Unity
- Designed internal tools to document and analyze best practice in projects benefiting child and adolescent refugees in the Greater Horn of Africa region

SAVE THE CHILDREN US, Program Development Officer (Jan Leadership Fellow) **Huraro, Zimbabwe**
Sep 1997—Aug 1998

- Fostered collaborative partnerships with local national NGOs in the education, HIV/AIDS, economic empowerment, and primary health care sectors

(b)(6)

CATHERINE ANNE WIESNER

UN HIGH COMMISSION FOR REFUGEES, ARC Training Programs Assistant
May 1997 - Aug 1997

Geneva, Switzerland

- Worked for the office of the Senior Coordinator for Refugee Children at UNHCR to develop Action for the Rights of Children (APC), a joint International Save the Children Alliance/UNHCR training program.

EDUCATION

Harvard's John F. Kennedy School of Government, Cambridge, Massachusetts - Graduated June 2000

M.A. in Public Policy - International Security and Political Economy

Areas of focus: US Foreign Policy and Human Rights, Humanitarian Assistance in Complex Emergencies, UN Peacekeeping, Negotiation and Conflict Resolution.

Honors and Activities

- Received award for Policy Analysis Exercise: "The Reintegration of Child Soldiers" undertaken for USAID's Office of Transition Initiatives.
- Winner of both the individual policy memo writing contest and group policy briefing competition during the annual Spring Exercise (policy issue selected for 2000 was Global Climate Change).
- Published paper *Towards Peace in Sudan* in the Kennedy School Review: Student Perspectives 2000.
- Member of Harvard's Child Rights Working Group.
- Selected for Women in International Security (WIS) Summer Symposium 2000.

Duke University, Durham, North Carolina - Graduated Cum Laude May 1996

B.A. in Comparative Area Studies (focus on Africa and Western Europe)

Certificate in Markets and Management Studies. Minor in Spanish.

- 1997-1998 Hart Leadership Fellowship, awarded by Terry Sanford Institute of Public Policy at Duke.

ADDITIONAL EXPERIENCE AND INFORMATION

White House Fellowship - National Finalist - May 2008

Obama Presidential Campaign

- Member of the Africa Experts Policy Group - Sept 2007 - Dec 2008
- Primary volunteer at northern California field office, Oakland, California - Oct - Dec 2007
- General full-time staff at state headquarters office, Albuquerque, New Mexico - Aug - Nov 2008
- Transition member of International Lending Agencies Review Team, Washington DC - Nov - Dec 2008

Additional International Experience

- Traveled through Costa Rica, Honduras, Nicaragua, El Salvador and Guatemala - Jan - March 1997
- Studied political and economic aspects of the emerging European Union at the Center for International Studies in Madrid, Spain - Aug - Dec 1994
- Assistant campaign leader for Voluntary Workcamps Association of Ghana - Construction of primary schools and other grassroots community projects in rural villages - June - Aug 1993
- Spent sophomore year of high school at an ashram in India - Worked with philanthropic foundation, PRASAD, on their medical hospital, school milk project, and community development projects - Sep 1989 - Aug 1990

(b)(6)

PAMELA WILSON

(b)(6)

WORK EXPERIENCE

White House Advance Associate

February 2009 – Present

Coordinate the logistics for appearances by President Obama and Vice President Biden on domestic and foreign sites. Recent trips include the tour of Cairo's Sultan Hassan Mosque by the President and Secretary of State, and the Tea-Party Meeting attended by the Vice President in Sarajevo.

- Responsible for briefing the President and Vice President upon arrival at a site and leading them through the remainder of their appearance.
- Serve as liaison with United States Embassy officials abroad to coordinate the protocol of foreign countries with the White House.
- Work with United States Secret Service and the White House Communications Agency to determine the best logistical scenario to meet the needs of the President and Vice President while maintaining a secure environment and ensuring that all communications reflect the standards of the White House.

Presidential Inaugural Committee 2009 Washington, DC

December 2008 – February 2009

Deputy Director, Office of Ticketing and Credentials

Oversee the ticket and credentialing process for all the Presidential Inaugural Balls and Bi-Partisan Dinners for President-Elect Obama.

- Head and managed a staff of 15 ticket and credential coordinators to implement credentialing and access plans for each specific site, to develop general crowd flow plans, and to address public concerns on the day of the event.
- Worked with the United States Secret Service to obtain background checks of all vendors, staff and clients associated with the events, and to develop an overall access identification system.
- Developed a budget for events, acquired vendor contracts and ensured that staffing plans for other PDC departments and vendors would not breach venue capacity.

Obama for America

February 2007 – November 2008

National Advance Staff

Designed and implemented crowd logistics for campaign appearances by Senator Obama throughout the country and abroad.

- Head of advance crowd team for Election Night at Grant Park, Berlin Speech, Convention week with Mrs. Obama, Announcement Tour in Cedar Rapids, IA, and Presidential Debate at Hofstra University.
- Developed plans for public outreach to craft audiences suited to the message and type of event.
- Recruited, trained and oversaw teams of volunteers to staff events ranging from small meetings to rallies in excess of 100,000 attendees.
- Worked with United States Secret Service and local law enforcement to design events in such a way as to provide fluid access for the public and a safe environment for the candidate and general audience.

- Served as liaison with State staff and Headquarters to ensure that events were designed for both maximum voter contact and national message

Democratic Campaign Contractor

October 2006 – January 2007

Provided strategic logistical planning and staffing for campaign events during the 2006 elections and Presidential announcement tours in 2006-07

- **Rendell for Governor** Worked with Governor's campaign staff as well as Sen. Bob Casey's campaign staff to provide logistics and staffing for events with prominent political guests including President Clinton and Sen. Barack Obama
- **Lamont for Senate** Devised and implemented outreach for Stand for Change bus tour throughout Connecticut. Staffed campaign appearances for Ned Lamont
- Advanced Presidential announcement tours of Governor Tom Vilsack and Sen. John Edwards

**Joint Economic Committee
United States Congress
Washington DC**

March 2005 – June 2006

Democratic Staff Assistant

Assisted the press and communications staff. Responsibilities included drafting press releases and advisories, updating media lists, proofreading and editing committee reports, and designing layout of publications and posting documents to committee website. Also prepared member briefing books for committee hearings and compiled daily news clips.

Kerry-Edwards 2004

June – November 2004

Washington DC

National Advance Staff

Created and implemented plans to obtain and manage large audiences for appearances by presidential candidate Sen. John Kerry throughout the country. Oversaw successful crowd development and control including building and managing largest gathering of the presidential campaign (*Fresh Start for America Rally with Senator John Kerry and President Bill Clinton*, Philadelphia PA 120,000 attendees)

INTERNSHIPS

**Office of Senator Barbara Boxer
United States Senate
Washington, DC**

February – March 2005

Press Intern

**The Kamber Group
Washington DC**

December 2002 – January 2003

EDUCATION

University of Wisconsin-Madison, B.A. 2004

Maret School, Washington, DC 2000

Carl Woog

(916) [REDACTED]

Corporate Experience

PSB Associates, LLC

West Hollywood, Los Angeles, CA
February 2004 - present

Director, Microsoft Account

- Consultant for largest client of research-based communications firm. Manage teams in Seattle and DC to drive \$2M+ in revenue.
- Create and analyze calls used to inform and shape Microsoft international competitive efforts that cross public affairs, online services, business software platforms, and consumer marketing.
- EU Competition Commission regulations: crafted messaging for General Counsel & press conference to announce response to lawsuits; wrote strategy memo urging CEO Steve Ballmer to meet with regulators, a decision that ultimately led to the conclusion of dispute.
- Anti-trust review of Google-Yahoo search partnership: wrote policy memos and presentations to found and expand international coalition of technology companies that advocated for increased competition and user privacy protections.

Political Experience

New Mexico for Change

Albuquerque, NM

Advisor to General Election Director

October - November 2006

- Message strategy and GOTV advisor to state leadership for final phase of Obama for America campaign.
- Created and deployed vote-by-mail ballot chase plan using canvass literature, direct mail, paid and volunteer phone calls.
- Wrote final local persuasion messaging appeals and fine-tuned targeted voters using polling and voter file data.
- Developed rapid response strategy to media allegations of staff voter fraud.

Mary Jo Kilroy for Congress

Columbus, OH

DCCC Taskforce Advisor

October - November 2006

- Helped guide campaign through final weeks across fieldwork, communications, and legal. Formed early recount strategy.

Dewey Square Group

Washington, D.C. and New York, NY

Graduate Intern

Summer 2005

- Assistant to firm partner and manager of Fernando Ferrer's New York City-mayoral campaign.
- Edited press advisories for aspirants and language prior to release.
- Wrote candidate biographies for New York Times editorial board interviews; analyzed research for debate preparation.

John Kerry for President, Inc.

Princeton, NJ

Arizona Deputy Field Director

May - November 2004

- Trained team of 40 community organizers to direct 29 local offices. Reported to state and national field director.
- Compiled and analyzed election history and campaign contact data to set goals and invest resources.
- Co-creator of turnabius.com, a new media volunteer recruitment and scheduling service with 20,000 members.
- Hired up 25,000 supporters and introduced John Kerry at Presidential debate watching rally and concert.

Boston City Councilor Michael F. Ross

Boston, MA

Communications Advisor

January - May 2002

Constituent Services Intern

February - May 2001; September 2001 - May 2001

Education

Boston University, University Professors Honors Program

Boston, MA

M.A., Politics and Communications

January 2005 - January 2005

- Intensive writing program and literature study under direction of Time Magazine essayist Lance Morrow.

Graduate Thesis: "Now Hear This: Six Great Speeches in Modern Presidential History"

B.A., Political Science and American History *magna cum laude*

September 2001 - May 2004

Senior Thesis: "To What End? The Ethos and Politics of the American Presidency"

BU Student Government President

May 2003 - May 2004

- Served as student member of Board of Trustees Search Committee to select new University President.
- Co-founded Boston Intercollegiate Government Student coalition for area student government leaders.

Thomas Zimmerman

(b)(6)

EDUCATION

2002-2006 **Williams College** Williamstown, MA
Bachelor of Arts in Political Science

(b)(6)

(b)(6)

1999-2000 **Momoyama Gakuin** Osaka, Japan

WORK EXPERIENCE

Client Services Manager Blue State Digital, Washington, DC
January 2009-Present

- Manage day-to-day relationships with technology clients
- Responsible for guiding clients through site design and launch process
- Chief point of contact for a variety of organizations, including The Democratic National Committee (DNC), SBL, Save Darfur, and various national and statewide political candidates

Technology Projects Manager Obama for America (Chicago, IL)
May 2008- November 2008

- Handled rapid response to technical questions and crises for all online systems
- Oversaw development pipeline for BarackObama.com
- Managed relationships with third party vendors
- Assisted CTO with daily departmental operations

Field Organizer Obama for America, Sioux City, IA / Grand Forks, ND / Rutland, VT / South Bend, IN

June 2007- May 2008

- Organized campaign events and constituency meetings
- Recruited and organized volunteers, established volunteer infrastructure that was sustained through general election
- Oversaw day-to-day operations of field office

Education Resources Coordinator / Assistant to Country Director American Councils for International Education, Kabul, Afghanistan

August 2006- June 2007

- Coordinated QUIL teacher training pilot program
- Collaborated frequently with U.S. Embassy on strategy
- Established relationships with local ministers and secured program approval
- Responsible for organizational operations in Country Director's absence
- Organized and administered testing for 2007-2008 FLEX exchange program
- Refreshed FLEX program materials
- Developed basic Dari language skills

Other Activities

Weekly Reviewer for North Korea Today Good Friends USA Washington DC

March 2009 – Present

- *North Korea Today* is a weekly newsletter that relies on first hand sources to report on the current political and economic state of North Korea
- Review portion of newsletter on a weekly basis to clarify and revise translations by non native speakers

Class of 1945 World Fellowship Recipient China

Summer 2005

- Conducted study on public transportation in ethnically Tibetan areas
- Studied the effects of public transportation accessibility on modernization and cultural assimilation in both rural and urban areas
- Developed grant proposal and received funding for two months of research in the T A R Sichuan and Qinghai

Videographer and Editor Documentary of Estonian National Song Festival

Tallinn Estonia

Summer 2004

- Participated in location shooting and interviews at the Estonian National Song Festival
- Received Arts & Entertainment Alumni Sponsored Internship Grant

(b)(6)



Gail J Henderson-Wishnefsky

(b)(6)

Objective A position that will utilize my experience and abilities and promote continued growth and competence

SUMMARY

Possess years of progressive experience and responsibility in executive support office management and corporate administration. Skilled at working independently with an in-depth knowledge of organizing and maintaining daily office routines. Recognized as an efficient, motivated and responsible worker able to interface effectively at all levels, including senior level coordination between DoD and business communities.

(b)(6)

PROFESSIONAL EXPERIENCE

**DEPARTMENT OF THE AIR FORCE, OFFICE OF THE ASSISTANT SECRETARY (ACQUISITION) 2007 TO PRESENT
Special Assistant/Scheduler to the Assistant Secretary of the Air Force (Acquisition)**

- Manage Assistant Secretary's extremely busy calendar to accommodate all internal (SecAF office, Service Acquisition Executives and USD(AT&L) staff) and external meetings (Congressional offices and high-level industry personnel), screen telephone calls, visitors and mail, coordinate travel arrangements, prepare correspondence, assemble meeting information, complete special projects as assigned. (b)(6)

(b)(6)

**LOCKHEED MARTIN CORPORATION 1550 Crystal Drive, Ste 300, Arlington VA 22202 2003 - 2007
Executive Administrative Assistant to Senior Vice President, Washington Operations**

- Coordinate and schedule meetings with Senior VP and Washington Operations staff, Lockheed Martin Executive Office, Members of Congress, Pentagon officials, and the presidents and vice presidents of industry companies. Senior VP's calendar is continuously updated to reflect rapidly changing schedules. Provide support to Chairman/CEO while resident in Washington Operations Office.
- Screen large volume of telephone calls, take detailed messages, and refer calls as appropriate. Relay messages to and from Senior VP to Washington Ops staff, Executive Office, and customers regarding meetings, status, and information; manage incoming correspondence, responding or tasking as appropriate.
- Coordinate and arrange travel with Washington Ops staff, Executive Office, and Members of Congress. Coordinate with Corporate Air and Legal to ensure Member travel is consistent with company and government policies. Research flight availability to maintain maximum flexibility for Senior VP within the schedule. Responsible for compiling and submitting quarterly Congressional Lobbying Report for Sr Vice President.
- Attend quarterly Senior Support Staff meetings at Headquarters and communicate information to Washington Ops lead administrative assistants. Maintain log of numerous action items for tracking and follow up. (b)(6)

**DEPARTMENT OF DEFENSE OFFICE OF THE UNDER SECRETARY (ACQUISITION TECHNOLOGY & LOGISTICS)
2001 - 2003 Personal & Confidential Assistant to the Under Secretary of Defense (AT&L)**

- Managed Under Secretary's extremely busy calendar to accommodate all internal (SecDef & DepSecDef offices, Service Secretaries, Service Acquisition Executives and USD(AT&L) staff) and external meetings (White House, Congressional offices, Cabinet Secretaries, and high-level industry personnel), screened telephone calls, visitors, and mail, coordinated travel arrangements, prepared correspondence, assembled meeting information for USD. (b)(6)

**THE AEROSPACE CORPORATION 2350 E El Segundo Blvd, El Segundo, CA 90245 1990 - 2001
Executive Assistant to the President and Chief Executive Officer (1992 - 2001)**

Provided confidential administrative assistance, coordinated and prioritized appointments, meetings, speaking engagements, travel arrangements, civic and social events, and customer and government liaison activities. Screened large volume of calls, took detailed messages, and referred calls as appropriate. Interfaced with Board of Trustees, Corporate Officers, government and industry executives, exercising a high degree of independent discretion, judgment, diplomacy, and tact. Managed incoming correspondence, including preparation and distribution of replies, responded for the President when appropriate, tasked correspondence as appropriate for action by staff. (b)(6)

Secretary to Vice President, General Counsel and Corporate Secretary (1990 – 1992)

- Provided a broad combination of administrative and secretarial assistance. Assisted with administrative and logistical duties relative to the corporation's Board of Trustees meetings, including coordination of off-site meetings, preparation of meeting materials and committee reports, coordination of trustee expense reports and quarterly payments, processing of new trustee paperwork. Interfaced directly with Trustees and Corporate Officers in support of the Board of Trustees meetings and committee meetings.

**COHEN BROWN MANAGEMENT GROUP INC., 9100 Sunset Blvd, Ste 609, Los Angeles, CA 90069
1989 – 1990 – Executive Assistant to the Chief Executive Officer**

Provided confidential administrative assistance and support to CEO of management consulting firm for the financial services industry. Screened large volume of telephone calls, took delayed messages, relayed information to CEO and referred as appropriate. Heavy dictation and transcription utilizing shorthand recorder and direct input into computer. Coordinated extensive travel arrangements (domestic and international) and seminar logistics, coordinated speaking engagements, teaching seminars and social events, prepared proposals, contracts, program teaching materials, curriculum and correspondence.

**ISC DEFENSE & SPACE GROUP, 1299 Ocean Avenue, Ste 200, Santa Monica, CA 90404
1987 – 1989 – Executive Assistant to the Chairman of the Board**

- Provided confidential administrative assistance to Chairman/CEO of international defense and aerospace holding company. Managed incoming correspondence, including preparation and distribution of replies/responses for CEO when appropriate. Forwarded correspondence to staff as appropriate, managed CEO's personal checking account, payment of personal bills and maintenance of personal residence, acted as Office Manager coordinating office services, supplies, phone service and secretarial support. Coordinated Board meeting logistics and materials, prepared Board minutes, coordinated extensive international and domestic travel, prepared expense reports, coordinated calendar appointments and social events, prepared meeting minutes, business plans and monthly reports, interfaced with Board of Directors, Corporate Officers, including presidents and vice presidents of five subsidiary companies, visiting congressmen and government officials, industry executives.

EDUCATION

- Meeting Planners Certificate Extension Program, UCLA, 1993
- Graphic Design/Visual Communications Extension Program, UCLA, 1974-1985
- Santa Barbara City College, 1971-1972

SKILLS

- Typing – 80/80 WPM, Shorthand – 70/80 WPM
- Proficient with PCs and MAC Computers
- Proficient with Microsoft Office, Outlook, Word, PowerPoint, Excel, Adobe Acrobat

PROFESSIONAL MEMBERSHIPS

- International Association of Administrative Professionals (IAAP)
- [REDACTED]

AWARDS

- Secretary of Defense Exceptional Public Service Award (2005)
- AFA's 54th AG Hero Award (2008)