

PROFESSIONAL EXPERIENCE

Independent Petroleum Association of America, Washington, D.C.

Senior Vice President, Government Relations and Political Affairs, January 2003 to Present

- Coordinate all activities for the Association concerning federal resource and environment issues.
- Work with the other members of the Government Relations staff to prepare legislative strategies addressing federal resource and environment issues.
- Serve as principal liaison for the Association with various federal agencies handling public land matters.
- Deliver speeches and conduct presentations on behalf of the Association.
- Serve as staff liaison to the Offshore and Land and Royalty Committees of the Association.
- Manage the Association's Political Action Committee and coordinate all political activities in Washington, D.C.
- Answer press inquiries and work with the media to address offshore and federal land access issues.

CHEP International, Washington, D.C.

Director, Government Affairs, February 2002 to January 2003.

- Managed Washington, D.C. office of a \$1 billion international pallet and container pooling company.
- Served as principal liaison for company with state and federal legislators.
- Managed tax, trade, environmental and regulatory issues for company.
- Delivered speeches and conducted presentations at state and federal level on behalf of company.
- Developed and coordinated long-term legislative strategies to further company's goals.

Office of Senator Craig Thomas (R-WY), Washington, D.C.

Chief of Staff, March 1999 to February 2002.

- Directed and managed all activities of the Senator's Washington, D.C. and state offices.
- Acted as Senator's chief policy and political advisor.
- Coordinated and oversaw all office operations including setting office goals, objectives, policies and operating plans.
- Managed long-term legislative plan of the Senator.
- Acted as Senator's principal liaison to committees, other congressional offices and state governments.
- Established and managed office budget for the Senator.

Legislative Director, January 1995 to March 1999.

- Managed all legislative activities in office and supervised legislative staff.
- Developed and coordinated legislative strategies within office in consultation with Senator and other senior staff.
- Assisted Senator in monitoring Senate floor for amendments and other relevant legislative activities.

Office of Congressman Craig Thomas (R-WY), Washington, D.C.

Legislative Director, July 1993 to December 1994.

- Supervised and managed five Legislative Assistants in office.
- Coordinated all legislative activities within office, including development of legislation and amendments.
- Monitored all House floor activities.
- Retained specific responsibility for issues relating to energy, environment and natural resources.

<u>Professional Staff Member, House Government Operations Committee's</u> <u>Subcommittee on Information, Justice and Transportation, March 1993 to July 1993</u>

- Served as Congressman's principal staff person in his position as Ranking Republican on Subcommittee.
- Organized oversight and investigative hearings within Subcommittee's jurisdiction.
- Provided staff assistance to other Republican members of Subcommittee.

Legislative Assistant, November 1989 to August 1991.

- Managed and briefed Congressman regarding various legislative issues, including energy, natural resources, communications, defense and foreign affairs.
- Responsible for Congressman's activities on the House Interior and Insular Affairs Committee, which included introducing legislation and offering amendments at Committee meetings.

The University of Virginia – Center for Public Service, Charlottesville, Virginia Research Assistant, September 1991 to August 1992.

- Served as liaison between Center and other institutions of higher education in Virginia
- Researched various public policy issues regarding state and local governments, such as economic development and environmental policy.
- Established the University of Virginia Talent Bank, designed to link faculty members with businesses and state and local governments requiring expertise in specific issue areas.

Office of Congressman Larry Coughlin (R-PA), Washington, D.C.

Staff Assistant, August 1988 to August 1989.

- Researched and prepared written responses to constituent inquiries.
- Scheduled and organized events for visiting constituents.

EDUCATION

The University of Virginia, Charlottesville, Virginia

Master of Arts in Public Administration and Public Policy, January 1993.

The Colorado College, Colorado Springs, Colorado Bachelor of Arts in Political Science, cum laude, May 1988.