Kaitlyn Shimmin

(b) (6)

EDUCATION

Master of Science in Environment Science and Society, *University College London* — Sept. 2012
Bachelor of Arts in Politics; Minor in Earth Sciences, *University of California, Santa Cruz* — June 2008

EXPERIENCE

58th Presidential Inaugural Committee: Public Events — Jan. 2017
Volunteer Director- White House Zone — *Washington, DC*

- Scheduled , vetted, and assigned proper US Secret Service credentials for over 3,500 volunteers for Inaugural activities
- Manned Presidential viewing stand for Parade and seated VVIP guests (Trump/Pence family, friends, cabinet members)
- Served as the PIC point of contact for Secret Service, DC Metro, and US Park Police covering the White House

Republican Party of Florida — April 2014- Dec. 2016
Deputy State Director — *Tampa, FL*

- Managed staff and political relationships in 22 counties in key battleground state
- Used advanced Excel knowledge to design systems to track goals, voter contact, employee paperwork and budgets
- Created content and conducted trainings for staff, grassroots volunteers, activists and stakeholders
- Developed monthly budgets for field expenses, trainings and voter contact then strictly adhered to them
- Assisted in planning large scale events with national news coverage such as the Sunshine Summit, State Party Conventions, GOP Presidential Debates and Trump Rallies

Northeast Regional Director — *Jacksonville, FL*

- Worked with local elected officials and business leaders to cultivate allies for the Governor's agenda
- Oversaw six field directors and over 100 field coordinators for Gov. Scott's re-election campaign
- Won 13 out of 14 counties with 58%; 17.8 points over Republican voter registration

Karl Rove & Company — Jan. 2013- April 2014
Associate — *Washington, DC*

- Managed the daily schedule for the company President, Karl Rove, former White House Deputy Chief of Staff and Senior Advisor to President George W. Bush
- Worked with high-profile national news outlets to schedule media appearances
- Drafted substantive talking points, memos, and materials in preparation for media appearances, speeches, and meetings
- Prepared call lists in order to track donor contacts and commitments
- Conducted historical research for *The Triumph of William McKinley; Why the Election of 1896 Still Matters*
- Managed confidential data base of donors, political and media contacts and mass email distribution lists

San Diego Republican Party — Oct. 2012- Nov. 2012
Director of Get Out The Vote (GOTV) Logistics — *San Diego,CA*

- Supervised team of six to develop and execute a plan for election weekend
- Developed an incentive-based program to encourage exceptional performance as well as ensure walker retention
- Organized logistics for food, transport, and precinct materials for over 300 paid precinct walkers in five target races

John Campbell for Congress — Sept. 2009- Sept. 2011
Campaign Manager — *Irvine, CA*

- Managed day-to-day operations of John Campbell's successful Congressional re-election campaign
- Created and edited video and mail pieces to highlight the Congressman's activities and engage constituents
- Developed and maintained relationships with key elected officials, community leaders, Republican Party officials, grassroots supporters, campaign donors, and other local and statewide campaigns

U.S. House of Representatives, Rep. John Campbell — Sept. 2009- Sept. 2011
Constituent Services Representative — *Newport Beach, CA*

- Served as a liaison between constituents and USCIS, Department of State, FBI and Homeland Security
- Represented Congressman Campbell at local community meetings and events

Republican National Committee Victory 2008 — July 2008- Nov. 2008
Regional Field Representative — *Portland, OR & Las Vegas, NV*