

## EXPERIENCE

### **Commonwealth of Pennsylvania, Office of Administration**

*May 2024 - Present*

*AI Policy & Program Lead*

- Architected a comprehensive AI governance program for the deployment, research, and use of generative AI tools including: ChatGPT, GitHub Copilot Chat, Microsoft Copilot, & Gemini for 80,000 employees.
- Developed 7 governance, risk, and compliance policies instrumental to launching the Commonwealth's Generative AI program.
- Provided strategic policy direction to policymakers on 20+ AI-related bills, including on economic development, CSAM, & healthcare.
- Delivered over 50+ hours of training on responsible generative AI use, increasing employee comprehension by 75%.

### **New America, Future Security**

*Jan 2024 - Jan 2025*

*Non-Resident Fellow, Share the Mic in Cyber*

- Published a policy report entitled, "Translating the Artificial: Universal Design for Communicating Uses, Harms, and Policies for Generative AI Tools," for New America highlighting the cybersecurity risks of generative AI, data privacy, and consumer protection.
- Developed an innovate policy and design framework for communicating the risks, uses, and policies of generative AI through a mixed-method approach.

### **Invisible Hand**

*Jan 2023 - Oct 2023*

*Lead Responsible AI Strategist (Fixed Term Contract)*

- Led the overall research and design strategy on responsible AI for Meta AI (Facebook), overseeing the development of model cards, governance policies, and fairness variables.
- Coordinated engagement with 100+ AI experts and facilitated over 10 high-impact roundtable discussions, translating findings into practical developments for Llama 2.

### **Least Authority, Security Auditing Team**

*June 2021 - May 2023*

*Policy & Government Affairs Associate*

- Advocated for a security and privacy-first approach through both industry and government engagement, growing external partnerships by 45%.
- Collaborated with legal to align internal governance with the GDPR, DSA, and CCPA for two proprietary software products.
- Authored 8 technical audit reports for fintech clients, highlighting critical privacy and cybersecurity findings, reducing technical flaws and bugs for consumers by 15%.

### **Kapor Center**

*Summer - Fall 2021*

*Tech Policy Analyst (Fixed Term Contract)*

- Co-led a 6-member research team to develop the Center's equitable tech policy framework.
- Drafted 9 actionable policy recommendations on topics including algorithmic bias, broadband access, and ethical data collection.
- Organized project timelines, facilitated external stakeholder engagement, and managed retrospectives to ensure project success.

## SELECT PUBLICATIONS & ENGAGEMENTS

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**Lessons from Pennsylvania's Generative AI Pilot with ChatGPT** | Commonwealth of Pennsylvania x OpenAI, March 2025

**Translating the Artificial: Universal Design for Communicating Uses, Harms, and Policies for Generative AI Tools** | *New America*, October 2024

**Equitable Technology Policy** | *The Kapor Center*, January 2022

**Data Privacy & Law Enforcement: Balancing Rights and Responsibilities** | *Bipartisan Policy Center*, April 2023

**A Conversation on Privacy Policy** | Blockchain Association, November 2022

## EDUCATION

**Brandeis University** | *Master of Social Policy*

**College of William & Mary** | *Bachelor of Arts in International Relations*

## LEADERSHIP, SKILLS, & CERTIFICATES

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**Center for Civic Futures** | *State Member*

Jul 2024 - Present

**Brandeis University** | *Adjunct Lecturer & Expert Technical Advisor*

Jan 2022 - Present

**Languages** | English (Native), German (Business), & American Sign Language (Beginner)

**Software** | Generative Pre-Trained Transformers (GPTs), Microsoft OS, Mac OS, Zoom, Figma

**Programming Languages** | Python (Beginner)

**Stanford Extension Online** | Ethics, Technology & Public Policy for Practitioners

Nov 2023