

LAURA E.P. SHEEHAN

Falls Church, Virginia

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(571) 426-0624

SUMMARY OF QUALIFICATIONS

- ICF Certified Professional Coach (PCC) and licensed U.S. attorney with 20+ years' professional experience
 - Organizational leader with focus on helping others successfully navigate life and career transitions
 - Experienced and accomplished project manager, public speaker, writer, and personal motivator
 - Travel to 30+ countries, residence in eight countries across four continents
 - Extensive U.S. Government experience, prior TS/SCI clearances
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- CAREER COACHING & STRATEGY EXPERIENCE -

GEORGETOWN UNIVERSITY, Walsh School of Foreign Service (SFS)

Washington, D.C.

Associate Director, Graduate Career Coaching

February 2023 – Present

- Oversee programming and career coaching efforts for 2000+ students spread over nine (9) degree programs
- Work closely with program administrators, Employer Relations team, contract coaching team, Alumni and International development offices to ensure tailored and timely career support for students and alumni

THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL

Washington, D.C.

Manager, Alumni Career Services

March 2021 – February 2023

- Hired in new role to help build new programming and expand outreach to third-year law students and recent graduates, with a particular focus on tracking employment outcomes and counseling that demographic
- Led engagement for classes of 2021 and 2022, achieving employment outcomes of nearly 90%
- Managed office staff and collaborated closely with lead counselor and employment relations team
- Overseeing overhaul of alumni mentorship program and creation of alumni-focused employment resources

EP CAREER STRATEGIES, LLC

Worldwide

Owner, Principal Strategist

March 2017 - Present

- Independent career coaching consultancy serving a global community; maintained several corporate contracts
- Launched free monthly speaker series called “Empowering Perspectives” (EP) in Hanoi, Vietnam. Established EP communities in 5 locations across Asia; grew to 300+ active members and option for online sessions
- Speaker: TEDx Hanoi 2018 (now on the TED platform with 1M+ views); Guest speaker on multiple podcast platforms including: Full Circle, Titans of Transition, Women in the Arena, Zen Brothers, and Thriving Abroad
- Presenter: Families in Global Transition (FIGT) 2019 Annual Conference, For Empowering Women’s (FEW) Start-Up Club, and Expat Employment Series for the United Nations International School (UNIS)

CNMS/U.S. DEPARTMENT OF STATE

Hanoi, Vietnam and Tokyo, Japan

Regional Global Employment Advisor

September 2016 - June 2019

- Managed regional portfolio covering seven to ten (7-10) countries with a service base of 900+ clients
- Completed 12 international site visits, delivered 75+ workshops and 300+ individual coaching sessions
- Authored a multi-part article series to address EFM concerns during the federal hiring freeze, four of which were highlighted on the Family Liaison Office (FLO) website and were distributed to Embassies world-wide
- 2018 Champion for Career Enhancement for Association of American Foreign Service Worldwide (AAFSW)

- U.S. GOVERNMENT AND INTERNATIONAL DEVELOPMENT EXPERIENCE -

EMBASSY OF THE UNITED STATES OF AMERICA

Community Liaison Officer Assistant

Tel Aviv, Israel

April - May 2016

- Served as one of four members of the Community Liaison Office (CLO) team tasked with providing support to U.S. government employees and family members living in or moving to Tel Aviv

U.S. DEPARTMENT OF STATE

Project Management Officer

Washington, D.C.

April 2009-March 2010 and April 2011-July 2012

- Provided subject-matter oversight for projects run out of 12+ Embassies and Consulates in the Middle East, regularly briefed high-level management on substantive project activity issues
- Conducted independent project reviews, extensive document reviews and damage assessments
- In 2010 and 2011, received awards in recognition of excellence in performance

EMBASSY OF THE UNITED STATES OF AMERICA

Project Advisor

Damascus, Syria

September 2010-April 2011

- Hired locally to serve as a part-time consultant for special political and economic projects in the region
- Educated and assisted Embassy officers in transition to a new project metrics and evaluation system

EMBASSY OF THE UNITED STATES OF AMERICA

Political Attaché

Riyadh, Kingdom of Saudi Arabia

September 2007-August 2008

- Responsible for researching and reporting on local political issues in the Kingdom of Saudi Arabia
- Served as VIP Visits Coordinator for Congressional delegations, Congressional staff visits, and various high-level VIP visits to the Kingdom including that of the President, Vice-President and First Lady

ACADEMY OF EDUCATIONAL DEVELOPMENT (AED)

Writer/Editor

Cairo, Egypt

June 2006-June 2007

- English writer and editor for the USAID contractor managing the Egypt Education Reform Project (ERP)
- Responsible for editing all Quarterly Reports, Performance Implementation Reviews and Weekly News Reports collected from seven (7) target governorates across Egypt

EMBASSY OF THE UNITED STATES OF AMERICA

Administrative Assistant

Cairo, Egypt

August 2005-June 2007

- Assisted in all aspects of office administration on a part-time basis to multiple offices within the Embassy

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT (USAID)

Program Coordinator, Policy and Private Sector (PPS) Programs

Cairo, Egypt

April-August 2005

- Coordinated PPS monitoring and evaluation efforts between Team Leaders, Cognizant Technical Officers (CTOs), and 25-30 USAID contractor and grantee Chiefs of Party
- Managed all reporting efforts between PPS staff and the Program Office

CHEMONICS INTERNATIONAL, INC.

Independent Business Development Consultant

Washington, D.C.

July-December 2004

- Recruited development professionals for Chemonics' USAID proposals and projects
- Additional new business development roles included researching and drafting topic-specific proposal sections and conducting technical research

EDUCATION

University of Notre Dame, Mendoza College of Business <i>Professional Certificate in Business Administration</i>	Online Degree Program September 2015
University of Richmond, T.C. Williams School of Law <i>Juris Doctor (Completed Graduate Coursework One Semester Early)</i>	Richmond, Virginia December 2001
College of William and Mary <i>Bachelor of Arts in Philosophy</i>	Williamsburg, Virginia May 1999

PROFESSIONAL LICENSES, CERTIFICATIONS & TRAINING

Positive Intelligence (PQ) Program	July 2023
Resilience Building Leader Program-Trainer (RBLP-T)	Issued December 2020
International Coach Federation (ICF), Professional Coach Credential (PCC)	Issued August 2020
International Coach Academy (ICA), Certified Professional Coach (CPC)	June 2019
State Bar of the District of Columbia	Admitted April 2012
State Bar of the Commonwealth of Virginia	Admitted April 2002

RECENT VOLUNTEER ACTIVITIES

Red Team College Planning <i>Consultant – Choosing Your College Major</i>	Remote, Virginia/DC <i>March 2023 – Present</i>
BSA Scout Troop 163 <i>Parent Volunteer – Fundraising</i>	Arlington, Virginia <i>May 2023 - Present</i>
Longfellow Middle School Science Olympiad <i>Parent Volunteer</i>	Fairfax, Virginia <i>September 2022 - Present</i>
The Coaching Fellowship <i>Volunteer Coach</i>	Remote, Worldwide <i>November 2021 - Present</i>
U.S. Embassy Employee Welfare Association (EWA) <i>Board Member</i>	Tokyo, Japan <i>April 2019 - October 2020</i>
Tomodachi-MetLife Women’s Leadership Program (TMWLP) <i>Mentor</i>	Tokyo, Japan <i>August 2019 - August 2020</i>
Hanoi International Women’s Club (HIWC) <i>Community Action Committee (CAC) Member and Project Coordinator</i>	Hanoi, Vietnam <i>October 2016 - June 2018</i>
Diplomatic Spouses of Israel (DSI) <i>Member and Treasurer</i>	Tel Aviv, Israel <i>May 2015 - May 2016</i>
Walworth-Barbour American International School of Israel (WBAIS) <i>Parent-Teacher Association (PTA) Vice-Chair & Gala Co-Chair</i>	Tel Aviv, Israel <i>May 2015-May 2016</i>