**DAME SHELLEY WILLIAMS-WALKER DBE**

+44 7904 286 145 [s.ww@mac.com](mailto:s.ww@mac.com)

*I am a proactive, highly motivated, committed and discreet individual with extensive experience in both managing high profile principals; and event planning. I am open to new opportunities in either of these spheres, or a role that combines my experience in both.*

September 2022 - present

**Senior Adviser & Deputy Chief of Staff, Office of Boris Johnson Ltd**

* I managed the set up of and transition to the Office of Boris Johnson, creating a base for Mr Johnson’s operations on leaving 10 Downing Street.
* I run the operation on a day to day basis including travel; negotiating and managing speaking engagements, honorary advisory roles and commercial interests; advising on and managing media appearances (both news/current affairs and documentary/non scripted programmes); supporting Mr Johnson’s ongoing advocacy for Ukraine; and building and maintaining a wide range of high level political, international and business relationships.

July 2019 - September 2022

**Director of Operations, No10 Downing Street**

* I provided political advice to the Prime Minister, with oversight of his schedule, and worked with other senior staff in No10 to devise and implement a strategy making best use of the Prime Minister to communicate Government priorities, balancing political, presentational and practical challenges and opportunities.
* I managed a team of 20 staff, and I was responsible for planning and executing all events and visits, from weekly domestic visits to businesses and public services across the UK; to political campaign visits (including the 2019 General Election); to multi country foreign trips. My greatest accomplishment in the role was planning and delivering the 2020 G7 Summit in Cornwall – the first gathering of world leaders following the pandemic.

June 2019 - July 2019

**Head of Operations, Back Boris Campaign**

* I joined the campaign for Boris Johnson’s bid to become Leader of the Conservative Party, and Prime Minister, executing a successful launch event and a series of campaign of visits around the UK, ensuring good regional and sectoral exposure, and gaining extensive media coverage throughout. I built up and managed a team of about 10 staff and volunteers, and had extensive liaison with MPs, local Conservative Associations and senior CCHQ staff.
* In the final phase of the campaign I worked on the transition plan, orchestrating an extensive programme of activity for Mr Johnson’s first two weeks in office as Prime Minister.

From October 1999 to May 2019, I was a civil servant. I worked in the Foreign Office, Cabinet Office and Treasury, including roles in private offices, press office and events & visits.. This included postings in Pakistan and China; and temporary stints at the UK Mission to the United Nations in New York, and in Kathmandu. I worked for high level officials including the Cabinet Secretary and National Security Adviser; and for senior ministers across all the main political parties.

I do occasional in-person voluntary work with Go Beyond, a charity providing breaks for children from disadvantaged backgrounds, and I am exploring how I can help them with fundraising.

I was proud to be awarded Dame Commander of the British Empire in June 2023, for political and public service.