**Shelley Williams-Walker**

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What have I done

Where do I add value

I bring together experience in abc to add value on xyz

Built Mr J post-PM set up, guide where I can, bring in £

Relentless focus on delivery

20 years in government

G7 summit – was the first gathering of world leaders in person since the pandemic, huge moment

Covid

Covid press conferences

Had to ensure PM was still visible (almost more important than ever) so made sure doing visits was still possible, and did them in a way to comply with guidance and ensure people felt safe

Politics

International

Managing a high profile individual

Security

EMPLOYMENT HISTORY

September 2022 - present

**Senior Adviser, Office of Boris Johnson**

* Set up the Office of Boris Johnson to support Mr Johnson as a former Prime Minister
* Responsible for all aspects of running the office, including supporting Mr Johnson with his speaking engagements and supporting his ongoing work on Ukraine.

July 2019 - September 2022

**Director of Operations, No10 Downing Street**

* Responsible for scheduling, travel, international summits, events and visits
* Oversight of a team of 20 staff

June 2019 - July 2019

**Head of Operations, Back Boris Campaign**

* Executed a successful launch event and campaign of visits around the UK, ensuring good regional and sectoral exposure, and gaining extensive media coverage throughout.
* Extensive liaison with MPs, local Conservative Associations and senior CCHQ staff.
* Built up and managed a team of about 10 staff and volunteers.
* Led on elements of the transition plan, including an extensive programme of activity for the first two weeks in office as Prime Minister.

December 2016 - May 2019

Head of Newsdesk and Events (and subsequently Head of Travel and Events) for the Foreign Secretary, FCO (Boris Johnson 2016-2018; Jeremy Hunt 2018-2019)

September 2016 - December 2016

Temporary Duty at the UK Mission to the United Nations, New York

August 2015 - August 2016

Senior Events Officer, HM Treasury

September 2014-August 2015

Assistant Private Secretary to the UK National Security Adviser, Cabinet Office

July 2011 - September 2014

Private Secretary to the British High Commissioner, Islamabad, FCO

May 2010 - July 2011

Assistant Private Secretary to the Deputy Prime Minister, Cabinet Office

September 2008 - May 2010

Assistant Private Secretary to the Foreign Secretary, FCO

Various roles from 1999-2008 in the Foreign and Commonwealth Office and the Cabinet Office