

Michael Joseph Little
(Address Removed for Privacy)
(Cell Removed for Privacy)
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SUMMARY: Excellent time management and organizational skills. Results-oriented, with a focus on growth, initiative, and self-discipline. Skilled at learning new concepts quickly, working well under pressure, and communicating ideas clearly and effectively. Strong analytical and numerical abilities. Demonstrated critical reasoning and problem-solving skills. 14+ years of experience in the United States Navy, and 7+ years proven success in Congressional analysis, advocacy, policy analysis, communication, and program and process optimization. Secret clearance (expires 2024)

PROFESSIONAL EXPERIENCE

Sea Service Family, Consulting, 2018 – Present

Owner / Principal Consultant

- Responsible for leading teams during client projects. Analyzing, designing, scheduling, construction and delivery of solutions to meet client expectations.
- Main contact between the client and consulting firm and oversees the day-to-day operations of the project until completion. Identify solutions to business problems and streamlines processes.
- Executing and completing assigned projects within the time, scope and budget negotiated with the client. Evaluating existing systems and procedures and making recommendations for improvement.
- Designing prototypes and proof of concepts that best fit the client's needs.
- Ensuring client satisfaction until the project is complete.

Association of the United States Navy, 2015 – 2018

Director of Legislative Affairs and Government Relations

- Develop legislative strategy and resolutions; design Congressional engagement plan. Prepare and submit testimony to Congress. Meet with and brief members of Congress, committee staff, and personal office staff.
- Maintain close contact with professional staffers and key personnel in Congressional offices to inform and influence legislation.
- Liaison with the OPNAV Deputy CNOs, Navy Office of Legislative Affairs, CHINFO, and other offices with respect to DoN legislative proposals and Congressional initiatives.
- Ensure alignment of association positions with Navy objectives on authorization and appropriation legislative bills.
- Lead and train legislative interns.
- Survey defense industry to prepare white paper on best practices in support of CNO and SECNAV fleet wide review following Fitzgerald and McCain collisions.

Association of the United States Navy, 2014 – 2015

Director of Military and Veteran's Benefits / Veterans and Legislative Assistant

Legislative Duties:

- Maintain daily oversight of Legislative bills of interest; develop, coordinate, track, report, conduct appropriate analysis and make recommendations. Write and transmit legislative alert newsletters.
- Analyze House and Senate Appropriations, MILCON/VA and Veterans Affairs Committee Hearings. Write after action reports and draft written responses to Congressional requests for information.
- Main point of contact with House and Senate Appropriations, MILCON/VA and Veterans Affairs Committees. Analyze and track annual Fiscal Year appropriation bills.
- Draft annual President's Fiscal Year Budget Analysis. Write press releases.

Veteran Benefits:

- Staff VSO point of contact and VA representative.
- Primary point of contact and expert on member inquiries regarding VA issues including claims processing, appeals, and disability compensation.
- Point of contact for all awards submissions and preparation

Military Benefits:

- Resident expert regarding TRICARE, Defense Health Agency (DHA), Title 10 USC regarding Active Duty and Reserve personnel management.

New York State Senate, 2013 – 2014

Veteran Legislation Analyst / Veteran Liaison

- Accredited Service Officer specially trained to provide expert assistance to constituent veterans and their families.
- Maintain legislative portfolio for the Senator (Veterans, Homeland Security, and Military Affairs)
- Research and advise the Senator on legislation; author policy speeches.

United States Navy (Reserve), 2002 – Present

- Aviation and surface warfare qualified. Fully qualified Aviation Boatswains Mate on aircraft carriers and amphibious assault ships. Secondary qualifications as prison guard and military police. Combat disabled veteran.
- Prepared and delivered daily briefs to Flag Officers in charge of detention facilities, senior officers at the Pentagon, and members of the US Senate in charge of oversight of detainee operations.
- During Iraq deployment, most junior Sailor ever qualified as Chief of The Guard. Led 30-person team of inter-service members all of whom were initially unfamiliar with the mission and skills required to safely accomplish the mission.
- Oversaw a guard force of over 1,200 Service Members.
- Responsible for care, custody and control of 1200 high value detainees who were convicted of crimes and were awaiting execution by the Iraqi government.
- Qualified as operations center battle captain, processing movement orders, writing disciplinary reports, and making critical time-sensitive operational decisions
- Augmented the personnel department, processing pay and maintaining service records
- Became a work center supervisor as an E-4 and fully qualified as an Aircraft Director and Aviation Fire Fighter.

EDUCATION

- **Rend Lake College, Ina, Illinois**
 - Associates of Arts Degree, 2013
 - Emphasis in History, Political Science, Speech, and Writing
- References and Supporting Documentation Furnished Upon Request*