

## Shelby J. Kelley

Partner – Chief Operating Officer

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Shelby Kelley serves as the firm's Chief Operating Officer. She oversees administrative functions for the firm, including general operations and facilities management.

She also works with the managing partner and the administrative team to coordinate and implement strategic initiatives of the firm.

Prior to assuming this position, Shelby was a partner in the trial section of the firm. Her practice focused on complex commercial litigation and government investigations. For three years, she served as a member the firm's Office of General Counsel focusing on proactive risk management, information governance, as well as eDiscovery strategy and project management.

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## Credentials

### Education

- Georgetown University Law Center, J.D., 1999
- Georgetown University, B.A., 1995

### Bar Admissions

- Virginia
- Maryland
- District of Columbia

## **Affiliations**

- Association of Legal Administrators
- International Legal Technology Association
- American Bar Association, Past Member of Task Force for Big Data Committee of Section of Science & Technology
- Women's Energy Network, DC Chapter, Board Member, 2012 – 2013
- Women's Council on Energy and the Environment

## ***The Legal 500 United States***

- Energy Regulatory, 2013 – 2014
- Energy Litigation, 2010 – 2012

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## **Resources**

### **Toni-Marie Higgins, Chief of Staff, Sen. John Boozman (R-AR): Words of Wisdom From a Capitol Hill Pro!**

Podcast

### **Toni-Marie Higgins, Chief of Staff, Sen. John Boozman (R-AR): Trailblazer, Thought Leader & Policy Pro**

Podcast