

# Diamond Greene, MHA

Virginia | diamond.c.greene@gmail.com

## PROFESSIONAL SUMMARY

Strategic communications and public affairs leader with expertise in external communications strategy, media relations, and crisis communications within highly regulated federal environments. Proven ability to lead multi-channel communications campaigns that strengthen reputation, support complex policy initiatives, and drive stakeholder engagement across government, industry, and community audiences. Skilled in executive communications, thought leadership development, and government affairs messaging, with a strong focus on narrative development and data-driven communications strategies. Adept at leveraging digital communications, analytics, and performance measurement to optimize impact, while leading cross-functional collaboration to ensure alignment across leadership, policy, and operational teams.

## TECHNICAL SKILLS

- Digital Platforms: Drupal CMS, GovDelivery, Mailchimp, SharePoint
- Design & Multimedia: Adobe Creative Suite, Canva
- Analytics: Communications performance dashboards, engagement analytics
- Project Management: Asana, Jira, editorial calendars
- Office Platforms: Microsoft Office Suite, Google Workspace
- Compliance: Section 508 accessibility standards

## PROFESSIONAL EXPERIENCE

### Public Affairs Specialist (GS-1035) | Strategic Communications Advisor

*U.S. Department of Homeland Security – Office of Biometric Identity Management (OBIM)*  
Springfield, VA | 09/2024 – Present

- Lead strategic communications for enterprise biometric identity modernization, executing 10+ integrated campaigns annually aligned with senior leadership priorities.
- Advise executive leadership on messaging, stakeholder engagement, and reputation management, influencing communications across federal agencies and national security partners.
- Implement communications frameworks and editorial calendars, improving cross-office alignment and reducing messaging inconsistencies by ~30%.
- Produce high-visibility communications (executive briefings, press materials, stakeholder messaging), using analytics to increase digital engagement by ~25%.

### Staffing Assistant (GS-301)

*U.S. Department of Health and Human Services – Office of Intergovernmental & External Affairs (IEA)* | Washington, D.C.  
| 06/2022 – 09/2024

- Supported national public affairs and external engagement initiatives, producing 40+ communications products annually (briefings, stakeholder messaging, leadership correspondence) for federal health programs.
- Coordinated communications workflows and approvals across 8+ program offices, improving turnaround time and ensuring alignment with federal policy priorities.
- Supported stakeholder engagement with state, local, and community partners nationwide, contributing to a ~15% increase in participation through targeted outreach.
- Analyzed engagement metrics and stakeholder feedback to refine messaging, improving communications effectiveness and public awareness by ~10%.

## EDUCATION EXPERIENCE

- Master of Business Administration – Virginia State University, 2026
- Master of Healthcare Administration – Radford University, 2023
- Bachelor of Science, Psychology – Virginia Commonwealth University, 2019