



## Laura Stoken

Director of Administration

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### Position with Firm

- 2019–present **Director of Administration.** Oversees all nonconsulting operations of the firm. Leads human resource and office management functions. Participates on the firm’s management team. Maintains accountability of general office budget. Supervises staff.
- 2017–2019 **Office Manager.**

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### Previous Professional Experience

- 2015–2017 **Constituent Relations Manager, Executive Office of Gov. Rick Snyder, Lansing, Michigan.** Coordinated budget and policy communications across the governor’s constituent relations office. Assisted constituents in navigating state government to connect them with the appropriate resources and information.
- 2013–2015 **Office Manager, Executive Office of Gov. Rick Snyder, Lansing, Michigan.** Supported the director of administration in overseeing operations, including information technology, the executive office budget, and facilities management.
- 2012–2013 **Constituent Relations Representative, Executive Office of Gov. Rick Snyder, Lansing, Michigan.** Connected constituents to the appropriate resources in state government. Communicated the governor’s legislative agenda, policies, and budget recommendations.
- 2008–2011 **Mental Health Technician and 211 Call Specialist, Listening Ear Crisis Center, Mount Pleasant, Michigan.** Assisted individuals by providing crisis intervention resources, information, and referrals to mental health and emergency services.
- Education University of Phoenix, BS in Business with a Human Resource Management Certificate

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### Professional Associations

- Member of the Junior League of Lansing, January 2017–present
- Member of the Michigan Council of the Society for Human Resource Management, August 2017–present