



## Betty B. Smith

SENIOR DIRECTOR OF ADMINISTRATION - SF

As Senior Director of Administration in the San Francisco office, Betty oversees areas of business management including Accounting, Operations, Marketing, Technology Services, Legal Recruiting, and Human Resources.



### Education

University of Phoenix

### Offices

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Betty works proactively with the firm's senior business leadership team in developing and executing strategic business plans in support of the firm's objectives. Betty works closely with attorneys and other senior administrators to oversee operations and establish best practices.

Prior to joining Arent Fox, Betty was part of the senior management team at Mintz Levin, Executive Director at Levin Simes Kaiser & Gornick, and Director of Administration at Chapman and Cutler.