

**PROFESSIONAL EXPERIENCE**

**Nova Southeastern University, Shepard Broad Law Center** 9/2012 - Present  
*Associate Director, Career and Professional Development*

Provide individualized and comprehensive counseling to students and alumni; plan and implement initiatives for marketing and promoting the law school and placement candidates; design and implement professional development programs that are responsive to the stated needs of employers; direct registration for and promotion of job fairs; collect data and maintain statistical information on graduate employment; regularly update materials and website content; initiate social media engagement campaign; coordinate On-Campus Interview program; supervise work of staff and work study employees.

**Florida International University College of Law** 1/2012 – 9/2012  
*Attorney Advisor, Career Planning and Placement*

Counseled law students, recent graduates and alumni about career and professional development, networking, job search strategies, and interviewing skills. Developed and implemented career-related presentations, workshops, and seminars relating to career development topics including self-assessment, relationship-building, interviewing, and practice area exploration. Developed and maintained relationships with law faculty, administration, alumni, and career services and counseling professionals. Represented office at conferences, meetings, and events associated with The Association for Legal Career Professionals (NALP).

**State of Florida - Civil Regional Counsel** 1/2008 – 4/2011  
*Assistant Regional Counsel*

Examined claims brought against individuals in civil actions; devised strategy to resolve or defend the claims; provided defense or alternative dispute resolution through deposition, motion practice, court hearings, mediations and trials. Employing discretion, sensitivity and strategic compassion, provided defense to individual clients while seeking to preserve fragile family structures and protect child victims.

**United States District Court**  
*Judicial Law Clerk to the Honorable Mary S. Scriven* 10/2000 – 10/2001  
*Judicial Law Clerk to the Honorable Theodore Klein* 10/2003 – 09/2004

Among other types of federal litigation disputes, evaluated employment law actions heard in federal court; researched, interpreted and applied prevailing law and/or regulations; wrote proposed orders for supervising Federal Judges. Assisted with resolution of cases involving trademark, patent and copyright infringement, securities litigation, bankruptcy, Title VII of the Civil Rights Act of 1964, ERISA litigation and Whistleblower litigation.

**City of Hialeah, Hialeah, Florida**  
*Assistant City Attorney*

5/2002 – 09/2003

Provided legal defense to municipality in actions brought against it by City employees for worker's compensation and unemployment compensation as well as wrongful discharge/discipline claims; resolved claims through arbitration proceedings, mediation and other negotiated grievance processes as governed by Collective Bargaining Agreement.

## **EDUCATION**

**University of Miami School of Law, Coral Gables, Florida**

Juris Doctor, *cum laude*, May 1999

**Law Review:** *University of Miami International and Comparative Law Review*

**Moot Court:** *International Moot Court Board*

*Honors:* Phi Delta Phi Honor Society; Bar and Gavel Honor Society

*Study Abroad:* University of Western Cape, South Africa

**Florida Agricultural and Mechanical University, Tallahassee, FL**

Bachelor of Arts, *cum laude*, December 1994

## **PUBLICATION/PRESENTATIONS**

"Cacophony: Revisiting Cross-Generational Communication," Lifelong Learning Institute, Nova Southeastern University, 2012

"Diversity Advocates: Guide for Improved Efficacy," *NALP Bulletin*, December 2013

"Impact of Social Identify on Performance," Lifelong Learning Institute, Nova Southeastern University, 2013

"To Overcome or Embrace Social Identity," Leadership Council on Legal Diversity Fellows Program, 2013

## **PROFESSIONAL ACTIVITIES**

Member, The Florida Bar, 2001

President-Elect, Gwen S. Cherry, Black Women Lawyers Association, 2013-2014

Vice Chair, Annual Education Conference/Bulletin Planning Work Group, NALP, 2013-2014

Vice Chair, Bulletin Article Work Group, Newer Professionals Section, NALP, 2012-2013

Publicity Chair, Southeastern Minority Job Fair Consortium, 2012-2013

Coach, Florida Bar Auxiliary Program, Critical Skills Program, Shepard Broad Law Center, 2013

Florida Alliance of Minority Bar Associations, 2013-2014