

ELIZABETH R. MILLER

2554 Swan Drive, Grove City, OH 43123 // p: 614.937.0414 // e: erm.rose@gmail.com

Professional Summary

Extremely organized, strategic and decisive advocate with strong problem-solving capabilities and proven leadership skills. Effective team player who is successful when leading a team and working collaboratively to achieve identified goals. Detail-oriented, progressive, hands-on public defender with over 18 years of legal experience advocating in various Ohio county courts, appellate courts, and the Supreme Court of Ohio. Excellent written and oral advocacy skills, with the ability to effectively communicate with clients and professionals from diverse backgrounds.

Areas of Expertise

± Leadership & Supervision	± Case Management	± Mentoring & Teambuilding
± Communication	± Legal Reviews	± Training & Development
± Project Management	± Organizational Compliance	± Research and Drafting Pleadings, & Memoranda

Experience

**Office of the Ohio Public
Defender**
Columbus, Ohio

Assistant Director

(12/2013 – present)

Manages the legal, administrative, and daily operations of the agency's central office. Directs the development and implementation of rules and policies for the central office and OPD's four county offices. Manages and leads the agency's four deputy directors, and helps oversee the more than 180 staff who provide representation on over 8,000 criminal and juvenile cases annually. Serves as the agency's representative on statewide commissions; meets with lawmakers, attorneys, and interested parties on legislation and policies; and develops and provides training programs for public defenders across the United States.

Supervisor, Appeals and Post-Conviction

(10/2012-12/2013)

Mentors and coaches staff attorneys to successfully carry out the Ohio Public Defender's mission, and to assess and meet each client's needs. Works with attorneys to improve their writing, communication, and organizational skills. Reviews, assesses, and assigns cases to attorneys based on their individualized skill set and case load. Conducts weekly one-on-one meetings and performance evaluations on a yearly basis. Plans and leads the monthly middle management meeting while acting as a liaison between senior management and the deputy director. Drafted the Legal Division Resource Guide to enhance representation and staff's working knowledge that is unique to the division. Collaborates with support staff to increase efficiency in the office's work place practices. Carries a limited case load and co-counsels cases, when appropriate.

**Hamilton County Public
Defender**
Juvenile Division
Cincinnati, Ohio

Director of the Juvenile Division

(5/2011 – 10/2012)

Responsible for leading the juvenile division, ensuring that it continues to move in a positive, progressive direction to better represent indigent juvenile defendants in Hamilton County. Plans and leads division meetings, management meetings and support staff meetings and implements policies that members of the team understand and follow. Drafts and implements the use of forms which are unique to the juvenile division in an effort to enhance efficiency, organization and representation. Responsible for handling client and parent complaints regarding staff attorneys and support staff. Conducts regular one-on-one meetings and performance evaluations on a yearly basis. Represents the office and as such, attends county-wide meetings and presents at trainings, nationally and throughout the state. Collaborates with the juvenile court and prosecutor's office to help educate them on juvenile justice issues. Maintains client contact, carries a limited case load and picks up cases for attorneys, as needed.

**Office of the Ohio Public
Defender**
Juvenile Division
Columbus, Ohio

**Assistant State Public Defender II &
Supervisor of Juvenile Support Staff**
Assistant State Public Defender I
Law Clerk

(4/2010 – 5/2011)

(7/2004 – 3/2010)

(3/2004 – 6/2004)

Represents indigent juvenile defendants in trial and appellate courts and tribunals throughout Ohio, including the Ohio Supreme Court. Supervises support staff and coordinates with administrative personnel, including secretarial staff and investigators, while handling a significant caseload. Duties include conducting legal research, drafting pleadings, briefs, motions and legal memoranda, legal orientation and consultation with juveniles in correctional facilities across Ohio, tracking and testifying regarding pending legislation at the Ohio General Assembly, reviewing work product of legal interns, and providing reviews and supervisory guidance to staff. Also, works collaboratively with county public defenders and private counsel on effective defense techniques, complex legal issues, and matters in trial and appellate cases.

**Justice for Children
Practicum**
The Ohio State University
Columbus, Ohio

Legal Intern

(8/2002 – 11/2002)

Utilizing the legal intern certificate, represents clients in Franklin County Court of Common Pleas, Juvenile Division, in delinquency and judicial bypass proceedings. Drafts and files motions, advises clients and their parents regarding legal matters, and communicates with school personnel on a continuous basis regarding outstanding case matters.

**Law Office of Kim
Haliburton-Cohen**
Columbus, Ohio

Law Clerk

(3/2001 – 12/2002)

Researches and edits memoranda on domestic and child custody issues, drafts and files various pleadings in Franklin County Court of Common Pleas. Regularly assists in trial court proceedings and communicates daily with clients and opposing counsel.

Education

The Ohio State university Moritz College of Law, Columbus, Ohio

Juris Doctor, May 2003

- Foreign Language and Area Studies Fellowship Recipient, 2003
- Mediation and Youth Program Tutor, 2001-2002
- Advocates for Children member, 2001-2003

Oxford University, Oxford, Ohio

Coursework, Summer 2001

- Coursework completed in European Union Law and Comparative Professional Responsibility

Miami University, Oxford, Ohio

Bachelor of Arts, Russian and Political Science, May 1999

- Cleveland Scholarship Recipient, 1995-1999
- Dean's List for Russian, 1995-1999
- Chi Omega Fraternity, Member 1996-1999

Smolny University, St. Petersburg, Russia

Coursework, Summer 1998

- Foreign Language and Are Studies Fellowship Recipient, 2003-2003
- Mediation and Youth Program Tutor, 2001-2002
- Advocates for Children member, 2001-2003