

EDUCATION:

JURIS DOCTOR

The Ohio State University Moritz College of Law, Columbus, Ohio, May 2004

Certificate: **Children's Studies**

Admitted: **The Supreme Court of Ohio**, November 8, 2004

BACHELOR OF ARTS – *Cum Laude*

University of Dayton, Dayton, Ohio, May 2001

Major: **Communication**, Minors: **Political Science and Women's Studies**

AWARDS:

- Commitment to CASA (2006)
- CASA Rookie of the Year (2004)
- Gold Award Recipient (Girl Scout's Highest Honor) (1995)

VOLUNTEER ACTIVITIES:

- City of Columbus Development Commission (2010 – 2016)
- Southwest Area Commissioner (Columbus, Ohio) (2008 – Present) (Chair, 2011-Present)
- National Court Appointed Special Advocates Board of Directors (2007 – 2009)
- Court Appointed Special Advocates of Franklin County (2003 – Present)

ORGANIZATIONS:

- Association of Corporate Council (2006 – Present)
- The Columbus Bar Association (2001 – Present)
- The Ohio State Bar Association (2001 – Present)
- The American Bar Association (2002 – Present)

LEGAL EMPLOYMENT:

March 2009-Present

General Counsel

MPW Industrial Services, Inc. Hebron, Ohio

- Analyze potential corporate risk exposure and develop strategies to eliminate it.
- Participate as a member of the executive management team.
- Provide leadership to legal, benefits, and health & safety department staffs.

Oct. 2006-March 2009

Associate General Counsel

MPW Industrial Services, Inc. Hebron, Ohio

- Coordinated litigation with outside law firms nationwide.
- Identified risks and generated solutions to reduce exposure and future litigation.
- Coordinated with human resource staff regarding employee related issues.

Dec. 2005-Oct. 2006

Assistant City Attorney – Environmental Prosecution

Columbus City Attorney's Office, Prosecutor Division, Columbus, Ohio

- Investigated and litigated all misdemeanor environmental criminal cases.
- Coordinated with community organizations to address neighborhood issues.
- Reviewed code violations to determine the appropriate civil or criminal remedy.

Dec. 2004-Dec. 2005

Assistant City Attorney

Columbus City Attorney's Office, Prosecutor Division, Columbus, Ohio

- Investigated criminal and traffic cases to prepare daily dockets.
- Determined which cases to offer plea bargains and which to litigate.
- Considered and evaluated criminal complaints filed by citizens.

- Feb. 2004-Dec. 2004 **Legal Intern**
Columbus City Attorney's Office, Appellate Unit, Columbus, Ohio
- Analyzed legal problems and drafted opinions.
 - Drafted legal documents and conducted legal research.
 - Assisted in preparing and trying misdemeanor criminal and traffic cases.
- May 2003-Dec. 2004 **Teen Court Hearing Officer**
Franklin County Court of Common Pleas, Domestic Division,
Juvenile Branch, Columbus, Ohio
- Presided over peer court first offense misdemeanor hearings.
 - Facilitated discussions between participants regarding dispositions.
 - Provided positive refocusing guidance to defendants.
- April 2002-Feb. 2004 **Night Director/Intake Officer**
Columbus City Attorney's Office, Prosecutor Division, Columbus, Ohio
- Assisted with courtroom dockets in Franklin County Municipal Court.
 - Interviewed citizens with criminal complaints against individuals.
 - Compiled and evaluated information for charges or alternative action.
- Mar. 2000-Aug. 2001 **Runner**
Rogers & Greenberg L.L.P., Dayton, Ohio
- Communicated with court personnel regarding pleadings and filings.
 - Researched and obtained copies of deeds and mortgages.
 - Delivered and filed legal documents.

EMPLOYMENT:

- June 2003-Dec. 2004 **Program Facilitator**
Safe and Drug Free Schools Consortium, Columbus, Ohio
- Worked with families who have experienced relationship problems.
 - Helped families set realistic goals and identify community resources.
 - Co-facilitated a twelve-hour, three-day workshop.
- Aug. 1998-May 2000 **Resident Assistant**
University of Dayton, Residential Programs, Dayton, Ohio
- Developed programming for first and second year students.
 - Responsible for the immediate supervision of 70 students.
 - Maintained community standards in a residential facility.
- June 1997-Aug. 1998 **Student Assistant/Acting Accountant**
University of Dayton, Center for Competitive Change, Dayton, Ohio
- Responsible for all invoicing and purchasing.
 - Maintained accurate account files for over 200 current accounts.
 - Communicated with central university accounting personnel.

CLINICAL EXPERIENCE:

- Aug. 2003-Dec. 2003 **Civil Law Practicum**
Moritz College of Law, The Ohio State University, Columbus, Ohio
- Interviewed potential clients and created case strategy.
 - Prepared and filed required documents in pending cases.
- Jan. 2004-May 2004 **Justice for Children Project**
Moritz College of Law, The Ohio State University, Columbus, Ohio
- Prepared, investigated and tried a delinquency case.
 - Researched and wrote motions and discovery requests.