

Jaiza Page

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Education:

The Ohio State University Moritz College of Law

Juris Doctor, June 2010

Columbus, OH

- Childrens' Studies Certificate
- Moritz Leadership Scholarship
- Moritz Admissions Ambassador

Georgetown University

Bachelor of Arts, Major: Government, December 2005

Washington, DC

- Minors, African American Studies and Spanish
- Georgetown University Young Scholars, Coordinator
- Oakhill Juvenile Detention Center, Tutor
- Young Leaders in Education about Diversity
- Sursum Corda Reading Program, Tutor

Experience:

Eastman & Smith, Ltd

Columbus, Ohio

Of Counsel, January 2016-Present

Columbus City Council Member

Columbus, Ohio

Member, January 19, 2015 - Present

Columbus, Ohio City Attorney, Richard C. Pfeiffer, Jr.

Columbus, Ohio

Assistant City Attorney, Zone Initiative, December 2010-January 18, 2015

- Litigate environmental issues regarding violations of the Columbus City Housing, Zoning, Fire, Building and Nuisance codes and various offenses regarding violations of the Ohio Revised Code Nuisance Chapter
- Confer with administrative officers and representatives and render informal legal advice to various local governmental agencies
- Serve as a liaison between the Office of the Columbus City Attorney and civic associations to address issues affecting the quality of life of Columbus Residents

Columbus, Ohio City Attorney, Richard Pfeiffer

Columbus, Ohio

Law Clerk, May 2008 – December 2010

US Congress- Office of Congresswoman Sheila Jackson Lee (TX-18)

Washington, DC

Executive Assistant / Office Manager, June 2006- February 2007

- Provided responsibly progressive administrative and clerical support for US Congress Member, including arranging travel, scheduling meetings, accompanying Member to Congressional events, maintaining Member's calendar
- Maintained general office functions in Washington, DC office as well as district offices

National Guard Bureau, Departments of the Army & Air Force

Arlington, VA

Joint Doctrine, Training and Force Development Directorate (J7)

Automation Clerk / Office Assistant, May 2004 – June 2006

- Drafted official correspondence, maintained accurate files and records, coordinated special events, scheduled travel arrangements, maintained itinerary for senior staff members and performed other duties as assigned
- Assisted in preparation of education, readiness, assessment and professional development teaching materials
- Maintained travel and supply budget for division

Georgetown University

Washington, DC

Research Assistant, October 2004 - May 2005

Community Involvement:

Christ Memorial Missionary Baptist Church

Columbus, Ohio

- Youth Ministry Coordinator, January 2012 – present
- Children's Church Teacher, January 2009 – present

Gracehaven, Incorporated

Columbus, Ohio

- Board Member, January 2014 – September 2014
- Volunteer, October 2014-present

LifeCare Alliance

Columbus, Ohio

- Meals on Wheels Volunteer, September 2007 – December 2009

Midwest Little League Football

Columbus, Ohio

- Cheerleading Coach, July 2008 - November, 2008

Memberships and Professional Service:

- Columbus Bar Association

Bar Admissions:

- Ohio, 2010
- United States District Court, Southern District of Ohio, 2012