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Willamette University College of Law, Salem, OR

2019-present

*Assistant Professor of Legal Writing*

Courses Taught: Legal Research and Writing I, Legal Research and Writing II, Applied Legal Analysis, Practical Writing for Lawyers, Advanced Legal Writing

Academic Excellence Fellowship Coordinator: Coordinate small-group mentorship and academic and professional skills programming for first year students (2021-present)

Orientation: develop and present academic skills content at Orientation (2020-present)

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University of Texas School of Law

Austin, TX

J.D., with honors, 2012

Honors: Dean's Achievement Award Outstanding Student in Criminal Law

Staff member, TEXAS JOURNAL ON CIVIL LIBERTIES & CIVIL RIGHTS

University of Texas

Austin, TX

B.A. in English, liberal arts honors, 2001

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*Can I Teach You in a Hall? Can I Teach You on a Call? Can I Teach You from My Room? Can I Teach You on a Zoom?* 34 *The Second Draft*, no. 1, April 2021.

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GRIFFIN LAW PLLC  
*Of Counsel*, 2018-2019

Houston, TX

Drafted and reviewed documents related to a variety of business transactions, including purchase-sale agreements, sponsorship agreements, and franchise documents.

VINSON & ELKINS LLP  
*Associate Attorney*, 2012-2014, 2015-2017

Houston, TX

Responsible for broad range of employment and OSHA matters including contract and motion drafting, research, counseling, incident investigation, employee interviews, and litigation. Experience in safety, regulatory, Title VII, and FLSA matters.

- Drafted motions for summary judgment, non-dispositive motions, and appeal briefs
- Drafted and evaluated separation agreements, restrictive covenants, and confidentiality agreements
- Drafted employee handbooks and workplace policies
- Represented clients in federal court as second chair in Title VII discrimination, harassment, and retaliation trials
- Took and defended depositions in Title VII and FMLA litigation
- Represented clients in front of Texas Workforce Commission
- Counseled clients regarding Title VII, FMLA, FLSA, ADEA, ADA, OSHA, MSHA, employee terminations, policies, trainings, and protection of trade secrets
- Managed all stages of discovery and discovery disputes including propounding and responding to discovery requests; drafted discovery motions and document review
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- (Summer 2011) Participated in Public Interest Split Summer Program working with Lone Star Legal Aid, Housing and Consumer Protection Division

UNIVERSITY OF TEXAS SCHOOL OF LAW  
*Research Assistant to Professor Sarah Buel*, Summer 2010

Austin, TX

Conducted research, checked sources, and reviewed drafts of a working paper related to witness tampering in domestic violence cases.

EDUCATION PIONEERS  
*Fellow*, Summer 2010

Houston, TX

Reviewed legal requirements and streamlined process for all Houston ISD hiring and onboarding programs and developed new recruitment and orientation programs for both campus-based and central administration new talent.

TRAVIS COUNTY DISTRICT ATTORNEY'S OFFICE  
*Intern –*

Austin, TX