AMY R. WILLIAMS

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QUALIFICATIONS

Graduated Cum Laude from a top-rated law school. Won over 95% of motions filed with court. Legal experience in business law, torts, contracts, business reorganization, personal injury, research and writing, complex litigation, constitutional, criminal, and bankruptcy law. Ability to accurately and efficiently analyze issues. Effective oral or written communication. Dedicated to high quality education to students of all ages. Complete assignments in a timely manner. Well-developed organizational and team building skills. Dependable, honest, articulate, and self-motivated. Familiar with current online search methods, internet based curriculum, Westlaw, LexisNexis, Word, Excel, and computer programming software. Trained in Blackboard, Panopto, Adobe Professional and Adobe Forms

EDUCATION

Juris Doctorate, *Brigham Young University Law School*, Provo, Utah

- Graduated Cum Laude; Top 25% of class; GPA: 3.4
- Secretary of the Federalist Society
- Staff member of the Journal of Education and Law

Bachelors of Arts, *Brigham Young University*, Provo, Utah

- Political Science; 4 year full tuition scholarship; GPA: 3.7
- Emphasis in the U.S. Constitution and early American political history

PROFESSIONAL SKILLS

Legal Skills

- Practiced before the Louisiana Supreme and Circuit Courts and the U.S. Fifth Circuit Court of Appeals and Texas District Courts. Successes include: planned an estate worth $5 million; as a pro bono attorney, reduced back child support liability by 75%; increased diminished value claim by 265% in a negotiated settlement; involved in a $1.1 million asset sale as part of a business reorganization; designed and implemented court approved plan to notify large geographical area and several thousand people of a pending bankruptcy.
- Assisted in the development of LexisNexis Multi-Jurisdiction Limited Liability Company Practice System. Designed a computer program for automated collection practice system.
- Extensive research and writing experience includes assisting the Editor-in-Chief in researching, revising, and verifying submissions for 15 volume Thompson on Real Property, Thomas ed. Also assisted three other professors in preparing books and articles for publication in areas of criminal law, tax, and estate planning.

Teaching Skills

- As Adjunct Professor of Business Law, not only presented the material in traditional lectures and power points, but also implemented a multi-media approach wherein I used examples from literature and movies to further illuminate the students' understanding of the material. I also engaged students in small group discussions. I also attended

several workshops wherein I learned how to implement writing in my curriculum and several software applications.

- As a Learning Coach in the Georgia Cyber Academy, an internet based curriculum, managed reports, coordinated with faculty, taught daily lessons and attended training classes. Improved standardized test scores by 63%.
- Capable of tailoring lessons to different learning styles and competency levels, engaging a diverse group of students, and effectively handling behavior problems despite a fluctuating class size.
- Completed a teacher development course where learned to lead students in meaningful discussions and incorporate a variety of materials and activities in lesson to accommodate different learning styles.

Leadership and Communication Skills

- While president of the Presbyterian Parent Co-op Preschool, ensured the continuing operation of the preschool by strengthening ties between the sponsoring church and the school. Initiated better business practices including amending bylaws to ensure that tuition was paid promptly and money spent wisely. Obtained approval from two boards for the unprecedented collection of past due tuition. Increased fund raising revenues by 500% through teamwork and strengthened ties with the community.
- As president of Young Women, trained three assistants, mentored 25 teenagers, encouraged them to set and attain goals and organized bi-weekly activities and lessons. Advocated my division's interests, set goals for the organization, and coordinated dates and activities at executive meetings. Increased fund-raising revenues by 210%.
- Planned, organized and conducted monthly meetings for a women's group including 2-3 classes per month and guest speakers. Presented seminars to 25-75 women on topics ranging from the United States Constitution to emergency preparedness.

PROFESSIONAL AND VOLUNTEER EXPERIENCE

Adjunct Professor, Business Law, *Victoria College*, Victoria, TX 2013 to present
Attorney, *Solo Practitioner*, Kyle, TX 2005 to 2006
Attorney, *Lobman, Carnahan, Batt, Angelle & Nader,* New Orleans, LA 1998 to 2000
Attorney, *Law Office of Evan Park Howell III,* Metairie, LA 1997 to 1998
Attorney, *Daigle, Sullivan, Dupré & Aldous,* Metairie, LA 1996 to 1997
Law Clerk, *Utah Department of Corrections*, Salt Lake City, UT 1994 to 1996
Law Clerk, *Utah Attorney General Office, Litigation*, Salt Lake City, UT 1995 to 1996
Legal Research Assistant, *Brigham Young University Law School*, Provo, UT 1993 to 1995

Learning Coach, *Georgia Cyber Academy*, Macon, GA 2009 to present
Youth instructor/advisor, Kenner, LA 1997 to 1999, New Braunfels, TX 2000 to 2001, Austin, TX 2005 to 2006, Macon, GA 2009 to present
Secretary/board member of the Northridge HOA, Macon, GA 2010 to present
Teacher, *Relief Society*, Austin, TX 2006 to 2008
President, *Presbyterian Parent Co-op Preschool*, San Marcos, TX 2005 to 2006
Secretary, *Presbyterian Parent Co-op Preschool*, San Marcos, TX 2003 to 2004
Enrichment Advisor, *Relief* Society, New Braunfels, TX 2001 to 2003
Caregiver for Alzheimer patient, Marion, TX 2000 to 2002
President, *Young Women Organization*, Kenner, LA 1996 to 1997

ADMISSIONS AND LICENSES

Texas State Bar
Louisiana State Bar
Federal Fifth Circuit Court of Appeals
Louisiana Notary