

CATHARINE L. DU BOIS

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PROFESSIONAL EXPERIENCE

Academic Appointments

New York Law School, Visiting Professor of Law.

July 2017-present, New York, NY. Legal Practice Faculty. Teach Legal Practice I and II, including objective and persuasive writing, client representation skills, oral advocacy, and negotiation. Develop research and writing assignments; develop course syllabus; assess student work and provide meaningful feedback.

Maurer School of Law, Indiana University, Faculty - Lecturer in Law.

August 2010-2014, Bloomington, IN. Legal Research and Writing. Taught Legal Research and Writing, including objective and persuasive writing. Developed research and writing assignments; developed course syllabus; assessed student work.

School of Public & Environmental Affairs (SPEA), Indiana University, Adjunct Professor.

Spring 2014. Bloomington, IN. Developed and taught "Advocacy and Public Policy" for the Law and Public Policy degree program. Course explored how relevant Supreme Court decisions affect public opinion.

Open Society Foundation, Faculty.

Summers 2013 and 2014. Istanbul, Turkey. Developed and taught intensive one-month curriculum on legal writing (2013) and on the US legal system (2014) to prepare scholarship recipients to succeed in LLM programs in the US.

University of Colorado Law School, Faculty - Legal Writing.

2008-2010. Boulder, CO. Taught Legal Writing and Appellate Advocacy. Developed and researched legal issues for research, writing, and oral argument assignments; developed course syllabus; assessed student work.

Professional Development and Legal Writing Training

Legal Writing and Professional Skills Consultant

2009-2014; 2017-present. Work with clients to assess employee professional development and legal writing needs, including assessing strengths and weaknesses, offering seminars, creating unique curricula, and providing individual consultation.

National Institute of Trial Advocacy (NITA), Legal Writing Program Director.

2009-present. Program director and developer of persuasive writing and advocacy seminar offered three times each year to practicing attorneys seeking to improve advocacy skills.

Greenberg Traurig, LLP, New York, Professional Development Manager; Legal Skills Training.

2014-2016. Provided legal skills training and individual coaching and served as Professional Development Manager for the New York region. Conducted seminars nation-wide, coached attorneys on writing and communication, developed local programs and materials for CLE and training, and managed NY associate mentor program and yearly reviews.

Publications and Presentations

Author. "Preparing for a Status Meeting: Presenting Your Work in Person" and "From Draft to Done: Be Your Own Editor" in *An Associate's First Year: A Guide to Thriving at a Law Firm*, Jennifer Bluestein, PLI Press, 2018.

Presenter. "The "Informal" Meeting," Western Regional Legal Writing Conference, Sep 2018.

Presenter. "Raising Your Writing Bar: Next Level Writing and Editing Skills," New York City Bar Association's Professional Development Workshop Series, Mar 2018.

Presenter. "Instilling Habits: Teaching Writing Skills not Rules," PDC Summer Conference, Jul 2016.

Presenter. "Legal Communication: Presenting Your Case Face-to-Face, Succinctly and Clearly," New York City Bar Association's Bridging the Gap, Fall 2015, 2016, 2017.

Co-Presenter. "Raising the Writing Bar: Habit-by-Habit," PDC Development Fair, Jul 2015.

Co-Author. "New Risk From Off-Label Promotional Activity," *New York Law Journal*, Dec 17, 2007.

Judicial Clerkship

The Honorable Steven D. Merryday, U.S. District Court, Middle District of Florida.

2004-2006. Tampa, FL. Assisted Judge Merryday with civil docket, prepared draft orders and bench memoranda.

Legal Practice

Jenner & Block LLP, Chicago, IL (2006-2008) and Jones Day, New York, NY (2001-2004),

Litigation Associate. Litigation experience managing cases, developing case strategy, preparing pleadings and dispositive motions, managing discovery, and preparing advisory summaries to clients. Developed and offered writing courses to summer and first-year associates as part of professional development program.

Volunteer Appellate Defender Program, Appellate Attorney.

2003-2004. New York, NY. Successfully represented indigent client in the appeal of criminal conviction and sentence, including locating appellate issues, preparing appellate brief, and arguing the case before the Appellate Court of New York.

EDUCATION

Georgetown University Law Center Washington, DC

J.D. 2001

Indiana University Bloomington, IN

B.A. 1997

BAR MEMBERSHIP

Illinois 2006

New York 2002

LANGUAGES

Spanish Fluent.

French Proficient.