

**EURILYNNE ANISE WILLIAMS, ESQ.**  
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**PROFESSIONAL EXPERIENCE**

<b>Florida Agricultural &amp; Mechanical University, College of Law</b>	Orlando, FL
Instructor of Academic Success and Bar Preparation	Aug. 2015 to present
Assistant Director, Academic Success and Bar Preparation	July 2018 to present

- Assist the Director with administration and operations of ASBP Department
- Teach Introduction to Analytical Skills and Advanced Analytical Skills courses, SCALE/Legal Study Skills & Strategies sessions and Foundations/Lawyering Fundamentals classes
- Design and implement course materials to enhance law student critical skills development including orientation curriculum, and first year and upper-level skill enhancement workshops
- Incorporate innovative teaching tools utilizing technology
- Provide academic counseling to first year students and underperforming upper-level students of diverse backgrounds
- Create and maintain confidential files of student counseling, assessments and progress
- Teach segments of biannual bar examination preparedness workshops including Multistate Bar Exam (“MBE”), Florida Essay Exam and Multistate Performance Test (“MPT”) workshops
- Consult with students and graduates regarding bar exam preparation
- Collaborate with colleagues to design programs and develop curriculum to promote student success from law school admission through the bar exam
- **Faculty committees:**
  - Faculty Recruitment Committee – 2021
  - Emergency Preparedness Committee (Ad Hoc) - 2021
  - Admissions Committee – 2020-2021
  - Faculty Development Committee – 2017 to 2021
    - Served as recorder of meeting minutes – 2018-2019
    - Spearheaded the committee’s TEACH-IN community service project with Orange County Public Schools
  - Assessment Committee (Ad Hoc) – 2017-2021
    - Periodically served as recorder of meeting minutes
  - Faculty Handbook Committee (Ad Hoc) – 2018-2019
  - Library Committee – 2018-2019
- **Service activities (Only selected activities included; not an exhaustive listing):**
  - Ongoing support of faculty presentations, FAMU COL hooding ceremonies, Florida Bar swearing-in ceremonies, Law Review inductions, candidate interviews and job talks, etc.
  - Association of Academic Support Educators, Diversity Committee’s Adopt-a-School project participant. 2-days of foundations of law instruction in US Government classes at Ballou High School.

- Black History Month Community Engagement Project – Facilitated participation of FAMU COL students in Lake Brantley High School’s Cultural Celebration Event – February 2021
  - FAMU COL Office of Admissions – Legal Scholars Bootcamp – Taught Legal Writing Workshops for FAMU undergraduate students – June 2020
  - Supported Faculty Scholarship Sessions (virtual presentations) – Spring 2020
  - FAMU Cares Campaign – Filmed a campaign video to support schoolwide fundraising efforts - April 2020
  - UCF’s Minority Mentoring Event – Supported fundraising effort and attended event with other FAMU COL representatives – February 2020
  - UCF Department of Legal Studies – Professionalism and Civility in the Law Event – Interacted with Legal Studies students to assist them in honing professionalism skills – December 2019
  - ABA Site Team Prep Visit – One of the observed teachers; participated in prep meetings – Spring 2019
  - Hooding Ceremony Student Speaker Selection Committee Member – Spring 2019
  - Teach-In OCPS Volunteer Event – taught classes at Howard Middle School and Jones High School – November 2018
  - Election Protection Volunteer – FAMU COL Site – November 2018
  - Served as a panelist at My Sister’s Keeper mentoring event hosted by FAMU College of Law students – September 2018
  - FAMU Commencement Exercises – Served as Marshal for the College of Law graduates participating in ceremony in Tallahassee – May 2018
  - Legal Research & Writing Department – Students’ Oral Arguments – Served on panel of judges – 2017 and 2018
  - FAMU COL Office of Admissions – Conducted mock IAS class for recruitment event at University of South Florida (Tampa campus) - 2017
  - Teach-In SCPS Volunteer Event – taught classes at Seminole High School - November 2017
- **Research/Presentations:**
- *Who Me? ~ Yes, You! ~ Couldn't Be. ~ Me Too!:An ASPer's Guide to Identifying and Mitigating Risk Factors of Compassion Fatigue*  
Proposal accepted to present at American University Washington, DC  
Association of Academic Support Educators’ Annual Conference May 2020  
\*\**Conference cancelled due to COVID-19 restrictions*\*\*
  - *I'm Not A Therapist, But I Play One on ASP-TV: Accepting the Counseling Role in Academic Support and Bar Preparation*  
Seattle University School of Law Seattle, WA  
Association of Academic Support Educators’ Annual Conference May 2019
  - *The Role of Legal Writing and Academic Support in Bar Preparation: Florida A&M University College of Law’s Doctrinal Crossover Case Study (Co-Presenter)*  
University of Tennessee College of Law Knoxville, TN  
Legal Writing Institute’s Annual One Day Workshop Dec.2018

- *Bridging the Gap: Using Writing Assessments and Feedback to Help Gen Z Students Transition Into Law School* (Co-Author of Presentation)  
University of Illinois at Urbana-Champaign  
Legal Writing Institute's Annual One Day Workshop  
Champaign, IL  
Dec.2018
- *Looking Beyond the Grade: Exposing the Hidden Challenges of Underperforming Students*  
Texas A&M University School of Law  
Association of Academic Support Educators' Annual Conference  
Ft. Worth, TX  
May 2017
- *Taking a Socratic Timeout: Approaches to Motivating Underperforming, Upper-Level Students*  
City University of New York (CUNY) School of Law  
Association of Academic Support Educators' Annual Conference  
New York  
May 2016
- *Accepting Kagan's Challenge: Increasing Skill Development by Implementing a Focus-Driven Curriculum* (Co-Presenter)  
Florida Agricultural & Mechanical University, College of Law  
Legal Writing Institute One-Day Workshops  
Orlando, FL  
Dec. 2015

**Florida Agricultural & Mechanical University, College of Law** Orlando, FL  
Acting Director, Academic Success and Bar Preparation March 2018  
Interim Director, Academic Success and Bar Preparation Jan. to June 2017

- Managed day-to-day operations of the Academic Success and Bar Preparation Program
- Facilitated all components of the Bar Exam Success Training (B.E.S.T.) Program
- Oversaw the development and review of curriculum and course materials for all ASBP programming including *Introduction to Analytical Skills and Advanced Analytical Skills* courses and all related critical skills workshops
- Collaborated with law school administration on special projects
- Supervised departmental faculty and staff

**State of Florida Guardian Ad Litem Program, 18<sup>th</sup> Judicial Circuit** Sanford, FL  
Senior Program Attorney 8/2011 to 7/2015

- Managed caseload and litigated full range of dependency and termination of parental rights cases representing children's best interests
- Drafted and e-filed all required litigation documents and correspondence
- Conducted legal research in preparation for litigation
- Provided legal counsel to GAL Case Coordinators and volunteers
- Initiated informal negotiations and engaged in formal negotiations (mediation)
- Taught pre-service legal training for prospective Guardians ad Litem
- Implemented updates to training materials to comply with statutory revisions and developed various presentation mechanisms to ensure engagement of participants
- Taught in-service sessions on related dependency topics including educational advocacy and administration of psychotropic medication
- Collaborated with community partners in conducting workshops for youth

**Florida Agricultural & Mechanical University, College of Law**

Orlando, FL

Adjunct Professor

1/2015 to 4/2015

- Taught Advanced Analytical Skills
- Provided academic counseling to underperforming upper-level students of diverse backgrounds
- Maintained confidential files of student assessments and progress
- Graded simulated bar exam essay questions

**Seminole State College, Legal Studies Department**

Sanford, FL

Adjunct Professor

8/2013 to 12/2013

- Taught Business Law
- Developed assessment tools including assignments, quizzes and exams
- Graded assignments, quizzes and exams
- Electronically submitted student grades in timely compliance with College guidelines
- Maintained and reported student attendance records

**Law Office of Eurilynn A. Williams**

Lake Mary, FL

Attorney (Sole Practitioner)

10/07 to 8/2012

- Practiced law in several Central Florida counties including Seminole, Orange, Osceola, Lake and Volusia courts
- Litigated cases involving family law, guardianships, adoptions and dependency
- Counseled clients in estate planning and drafted Wills, Durable Powers of Attorney, Health Care Declarations and Designations of Health Care Surrogates
- Supervised support staff and interns

**Office of the Criminal Conflict and Civil Regional Counsel, 5<sup>th</sup> District**

Sanford, FL

Assistant Regional Conflict Counsel (*Part-Time*)

11/07 to 10/09

- Engaged in litigation of approximately 100 dependency cases as parents' defense counsel
- Represented minors in Judicial Waiver cases

**Ronald L. Nelson, Esq.**

Pensacola, FL

Paralegal / Office Manager

1/01 to 7/04

- Drafted Wills, Revocable Trusts, Health Care Surrogate Declarations (Living Wills), Durable Powers of Attorney; prepared all required probate documents throughout administration of estates (Petitions for Administration through Final Orders)
- Interviewed clients to elicit pertinent information for handling Guardianships, and prepared all Annual Accountings for court approval
- Managed all general office operations including processing payroll and handling tax deposits, maintaining trust account and general operating account records, office supply orders; trained new personnel and assisted in supervision of some office staff

**Kerrigan, Estess, Rankin, McLeod & Thompson, LLP**

Pensacola, FL

Paralegal

7/96 to 12/2000

- Conducted initial client interviews, gathered information from clients in response to discovery requests, and generated demand packages for submission to insurance carriers
- Attended and provided assistance to attorney during mediations and hearings

**Christopher R. Oram, Esq.** (formerly *Gamble & Oram*)  
Paralegal

Las Vegas, NV  
5/94 to 7/96

- Performed all standard paralegal tasks and assisted attorney in drafting appellate briefs to the Nevada Supreme Court on criminal defense cases
  - *Claudia Canada v. State of Nevada* - reversed and remanded for new trial (1997)
  - *Nevada Personal Injury Practice for Paralegals*, Speaker/Co-Author Clearwater Information Systems, Inc. Seminars, Las Vegas, NV (1995)

#### **PROFESSIONAL DESIGNATIONS / MEMBERSHIPS**

- **American Bar Association - Member** - present
  - ABA's Section on Legal Education and Admissions to the Bar
- **Florida Bar – Member in Good Standing** - 2007 to present
  - Justice Teaching volunteer - 2015
- **Association of Academic Support Educators – Member** – 2016 to present
  - Diversity Committee Member – 2018 and 2020 to present
  - Assessment Committee Member – 2019

#### **LAW SCHOOL EDUCATION / ACTIVITIES**

**Florida A&M University College of Law, Orlando, Florida** - Juris Doctor, *Cum Laude* - 2007

- Commencement/Hooding Ceremony Planning Committee – Spring 2007
- Academic Standards Committee, Student Representative – Spring 2007
- ABA Self-Study Committee, Student Representative – Spring 2007
- Graduate Assistant – 2006 to 2007
  - Provided administrative assistance to the Interim Dean; coordinated various student services projects including federal financial aid exit counseling workshops
- Moot Court Board – Board Secretary – 2006 to 2007
- Judicial Externship, 18<sup>th</sup> Judicial Circuit, Seminole County – Fall 2006
- Summer Internship, Darden Restaurants, Inc., Legal Department – Summer 2006
- Voluntary Income Tax Assistance Program, Certified Volunteer – Spring 2006
- Law Review – 2005 to 2007
  - Business Managing Editor – 2006 to 2007
  - Articles Editing Committee – 2005 to 2006
- Law Student Ambassadors – Lead Ambassador - 2005 to 2007
- American Bar Association, Law Student Division – Member - 2004 to 2007
- National Bar Association (and Local Chapters) – Member - 2004 to 2007
- Black Law Students Association – Member - 2004 to 2007
  - Alumni Affairs Committee and Education Committee Member
- Women's Law Caucus – 2004 to 2007
  - Mentor Committee Member – Howard Middle School Mentor 2005 to 2007
- Teaching Assistant - 2005 to 2006
  - Civil Procedure, Property, Summer Conditional Admit Program
- Research Assistant – 2005 to 2006
  - Completed research projects on the legislative history of the Voting Rights Act of 1982, HAVA of 2002, and the Count Every Vote Act of 2005

#### **UNDERGRADUATE EDUCATION / ACTIVITIES**

**University of West Florida, Pensacola, Florida** – B.A. Legal Studies / Pre-Law, 2003

- Internship, U.S. Department of Justice, Office of the U.S. Attorney

Northern District of Florida, Victim-Witness Advocacy – Spring 2001

- Delta Sigma Theta Sorority, Inc., Nu Kappa Chapter, President – 2002 to 2003

### **SCHOLARSHIPS / HONORS**

- Minority Merit Grant, Florida A&M University College of Law - 2006 to 2007
- Spirit of Service Award-2L Student, Florida A&M University College of Law - 2006
- HBCU Merit Scholarship, Florida A&M University College of Law - 2005 to 2006
- Dean's List, Florida A&M University College of Law - Fall 2004, Fall 2005
- Minority Participation in Legal Education Pre-Law Scholarship - 2000 to 2003
- Greenhut Merit Scholarship, University of West Florida - 2001 to 2003
- Who's Who Among American University and College Students Nominee - 2003
- Lambda Epsilon Chi National Paralegal Honor Society Inductee - 2003
- Outstanding Student Award, University of West Florida, College of Professional Studies - 2003
- Hal Crosby Leadership Award Nominee, University of West Florida - 2003
- President's Honor Roll, University of West Florida - Fall 2000, Spr. 2002, Spr. 2003
- Book Award in Law and Society, University of West Florida, Division of Criminal Justice and Legal Studies - Fall 2002
- Dean's List, University of West Florida - Spr. 2001, Fall 2001, Summer 2002, Fall 2002

### **COMMUNITY INVOLVMENT / HONORS**

- Unity Christian Center, Sanford, FL – Executive Board; Sunday School Teacher - *present*
- Delta Sigma Theta Sorority, Inc., Sanford Alumnae Chapter - *present*
- Seminole Delta Foundation, Inc. – Executive Board - *present*
- Valencia College – Bridges to Success Program
  - Women of Distinction Award Recipient – March 2018
- Orange County Public Schools ADDitions Program
  - Teach-In Volunteer – 2018
  - Howard Middle School Mentor – 2005 to 2007
- Seminole County Public Schools - Dividends Program
  - Teach-In Volunteer - 2017
  - Campus Volunteer 2004 to 2014
- Seminole County Young Lawyers Division of the Florida Bar - 2009 to 2012
  - Chair of Affiliate Outreach Committee; Sanford Boys & Girls Club Project