

Shadeequa Smith C.V. Mediator

Extern at Justice 4 Youth

Justice 4 Youth

Pepperdine University School of Law

Los Angeles, California

Experienced Mediator with a demonstrated history of working in the alternative dispute resolution industry. Skilled in Qualified Mediator, Legal Writing, Trials, Criminal Law, Lexis Nexis and Westlaw. Strong legal professional with a L.L.M candidate focused in Dispute Resolution from Pepperdine University School of Law.

Experience

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Extern

Company Name Justice 4 Youth

Dates Employed Sep 2017 – Present

Employment Duration 2 mos

Location Malibu, CA

Providing Restorative Justice Training and Practices in a School Setting

-Facilitating RJ Courses

-Facilitating and Supervising Restorative Circles

-Facilitating and Supervising Mediations

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Mediator

Company Name Center for Conflict Resolution

Dates Employed May 2017 – Present

Employment Duration 6 mos

Location Greater Los Angeles Area

Providing Mediation services during small claims court disputes, i.e. landlord-tenant, consumer-business, neighbor-neighbor

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Mediator

Company Name Santa Clara County Dispute Resolution Center

Dates Employed May 2015 – Nov 2016

Employment Duration 1 yr 7 mos

Location San Jose, CA

Provided Mediation services during small claims court disputes
Provided Mediation services for community disputes, i.e. landlord tenant, neighbor-neighbor

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United States Probation Officer

Company Name U. S. Courts Probation and Pretrial Services, Northern District of California

Dates Employed Aug 2012 – Nov 2016

Employment Duration 4 yrs 4 mos

Location Oakland, CA

Conducted investigations of employment, sources of income, lifestyle, and associates to assess risk and compliance of clients; prepared reports; provided recommendations to the court; Interviewed clients

and collaterals; collected background data from various sources
Interpreted and applied: policies and procedures; statutes; Fed Rules of Crim Pro; USSG; Monographs and case law; Tracked legal developments and updating of staff and court
Enforced court ordered supervision components and implemented supervision strategies
Maintained personal contact with clients
Addressed substance abuse, mental health, DV, and similar problems and implemented necessary treatment or violation proceedings through assessment, monitoring, and counseling
Scheduled and conducted drug use detection tests and DNA collection of clients; Maintained paper and computerized records of test results
Responded to judicial officers' requests for information and advice; Testified in court as to the basis for factual findings and (if warranted) guideline applications; Served as resource to the court
Maintained detailed written records of case activity
Conducted surveillance and search and seizure at the direction of the court
Analyzed financial documents and activities and took appropriate action
Interviewed victims; ensured compliance with Mandatory Victims Restitution Act
Enforced home confinement conditions ordered by the court
Analyzed and resolved disputed issues involving clients and presented unresolved issues to the court for resolution
Identified and investigated violations and implemented appropriate alternatives and sanctions
Assessed clients' level of risk and developed a blend of strategies for controlling and correcting risk management
Communicated with other organizations and personnel (such as the U.S. Parole Commission, BOP, Law Enforcement, treatment agencies and attorneys) concerning client behavior/conditions of supervision
Remained current on drug court best practices

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Intern

Company Name Third Circuit Drug Court

Dates Employed Aug 2010 – Aug 2012

Employment Duration 2 yrs 1 mo

Location Oxford, MS

Assisted in participant case management
Assisted with drug court proceedings
Monitored drug testing
Legal Research as needed

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Legal Intern

Company Name United States Attorney's Office, Northern District of MS

Dates Employed Aug 2011 – Dec 2011

Employment Duration 5 mos

Location Oxford, MS

Assisted in small claims court proceedings, including client representation
Conducted legal research on statutes and cases
Drafted various legal documents

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Legal Intern

Company Name Third Circuit District Attorney's Office

Dates Employed May 2011 – Aug 2011

Employment Duration 4 mos

Location Oxford, MS

Assisted with court proceedings
Conducted legal research on criminal statutes and cases
Conducted interviews with witnesses and victims
Drafted various legal documents
Negotiated plea agreements for and tried petty offense cases

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Associate Special Investigator

Company Name United States Investigative Services (USIS)

Dates Employed Aug 2006 – Nov 2008

Employment Duration 2 yrs 4 mos

Location Biloxi, Mississippi Area

Conducted background investigations to aid in security clearance eligibility determination
Interviewed subjects and sources
Prepared reports of investigation for adjudication

Education

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Pepperdine University School of Law

Degree Name L.L.M candidate

Field Of Study Dispute Resolution

Dates attended or expected graduation 2017 – 2018

Activities and Societies:

Negotiation Theory and Practice
Mediation Theory and Practice
Arbitration Practice and Advocacy
Psychology of Conflict Resolution
Restorative Justice
Mediating Intellectual Property Disputes
Mediation Clinic
Selected Issues: Ombuds
Apology, Forgiveness and Reconciliation
Advanced Mediation
Selected Issues: Labor Disputes

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Santa Clara County Dispute Resolution Center

Degree Name Mediation Certificate

Field Of Study Mediation

Dates attended or expected graduation 2015 – 2016

40 hr Basic Mediation Training (May 2015)

8 hr Probate Mediation Training (July 2016)

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The University of Mississippi School of Law

Degree Name Juris Doctor

Field Of Study Law

Dates attended or expected graduation 2009 – 2011

Activities and Societies: Law Association for Women, Vice President (2010-2011) Public Interest Law Foundation (2009-2011) OutLaw (2009-2011) Black Law Students Association (2010-2011)

Criminal Law Certification, with Honors

Criminal Trial Practice Skills Seminar (2010)

Alternative Dispute Resolution Skills Seminar (2011)

Advanced Legal Writing Seminar (2011)

Provided legal research for: Practicing Proportionality, 64 Florida Law Review 687 (2012)

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Mississippi Gulf Coast Community College

Field Of Study Paralegal Certification Courses 1-4

Dates attended or expected graduation 2006 – 2006

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The University of Southern Mississippi

Degree Name Bachelor of Arts (B.A.)

Field Of Study Administration of Justice

Dates attended or expected graduation 2004 – 2005

Activities and Societies: The Honor Society of Phi Kappa Phi The National Scholars Honor Society

Crime Scene Documentation (2005)

Fingerprint Identification (2005)

The Southern Regional Safety Institute

-Arson Investigation/Law and Procedure (2005)

-Computer Security and Cybercrime (2005)

-Terrorism: Public Safety & Private Security Techniques of Response and Investigation (2005)