

## EMMA L. DILL

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### EXPERIENCE

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**BRYAN CAVE LLP** · San Francisco, CA and Kansas City, MO  
*Associate Attorney · September 2008 – May 2015\**

#### Representative Experience

Worked with human trafficking victims to obtain visas allowing continued U.S. residence.

- Established trust with victims shortly after they escaped their traffickers.
- Interviewed victims regarding their trafficking experience, treatment by law enforcement, and ongoing fears of retaliation by traffickers.
- Maintained frequent contact with victims regarding their legal options, the status of their visa applications, and their obligations regarding the ongoing criminal case.
- Communicated effectively with law enforcement.

Interviewed and prepared approximately 10 lay witnesses and 5 expert witnesses for the retrial of a multi-million dollar class action.

- Identified, located, and contacted witnesses.
- Interviewed witnesses for investigation purposes; prepared related summaries.
- Conducted numerous meetings and calls with witnesses to prepare for testimony.
- Fielded calls and emails from witnesses regarding court procedures and trial logistics.
- Assisted witnesses in understanding relevant case documents.

Acted as sole investigator planning and conducting sexual harassment investigation.

- Interviewed witnesses regarding sensitive workplace events and relationships.
- Collected and analyzed documentary evidence.
- Maintained detailed records of interviews and evidence.
- Prepared investigation report analyzing interviews and evidence.

Counseled employment clients on day-to-day workplace issues.

- Effectively explained legal matters to individuals with little or no legal training.
- Communicated complex issues and procedures in clear and concise language.
- Fielded phone calls and emails requesting urgent advice.

Defended client in suit related to horses rescued from a rural property.

- Drafted responses to press inquiries.
- Regularly and effectively communicated with unrepresented lay people, witnesses, and local government employees.

*\* Please see cover letter.*

### **Litigation: General Civil Litigation and Employment Law**

- Autonomously managed a substantial caseload ranging in complexity from nationwide class actions to matters in small claims court.
- Analyzed complaints; planned, coordinated, and conducted related investigations.
- Interviewed dozens of witnesses.
- Examined hostile witnesses in depositions.
- Prepared dozens of witnesses for deposition and trial.
- Identified, collected, and analyzed documentary evidence.
- Prepared memoranda summarizing and evaluating testimony and evidence, outlining legal analysis, and recommending case strategies and potential resolutions.
- Drafted correspondence and formal court documents on a daily basis.
- Analyzed complex legal and procedural issues through independent research.
- Communicated tactfully and effectively regarding sensitive and contentious matters, both orally and in writing.
- Appeared in court on a monthly basis.
- Participated in mediations; negotiated and drafted settlement agreements.
- Worked effectively and efficiently, whether working independently or on teams of up to a dozen attorneys and staff.
- Supervised and trained other attorneys.

### **Employment Counseling**

- Investigated allegations of sexual harassment.
- Evaluated internal employment records, procedures, and policies for compliance with complex and evolving rules and regulations.
- Fielded calls and emails requesting urgent advice.
- Interactively educated lay people regarding legal requirements and potential risks.
- Assisted employers in formulating and documenting compliant procedures.
- Drafted clear and concise policies, forms, and communications for distribution to employees.

**OFFICE OF THE DISTRICT ATTORNEY · Nashville, TN**

*Summer Intern · May 2006 – August 2006*

- Organized evidence in preparation for second-degree murder trial.
- Communicated with law enforcement personnel on a daily basis.
- Attended witness interviews and assisted with witness preparation.
- Provided support at counsel table through trial.

## **PRO BONO AND COMMUNITY INVOLVEMENT**

- Obtained visas on behalf of human trafficking victims.
- Counseled grandmother considering guardianship of her grandchildren.
- Counseled mother considering voluntary termination of her parental rights.
- Contributed to legal brief in a case challenging the constitutionality of a state law.
- Contributed to legal brief in marriage equality cases.
- Served as formal mentor for junior attorneys.
- Participated in mentorship activities directed to law students.
- Co-chaired office-wide fundraiser for San Francisco Food Bank.

## **BAR ADMISSIONS**

Missouri (2008) · Kansas (2009, inactive) · California (2013)

9th Circuit · 8th Circuit · Northern, Eastern, and Central Districts of California ·  
Western District of Missouri · District of Kansas

## **EDUCATION**

**Vanderbilt University Law School** · Nashville, TN

J.D. 2008, *Order of the Coif* · G.P.A. 3.831

Law Review · Moot Court Board and Best Oralist Award · Dean's List all semesters

Research: sentencing of criminal defendants · state anti-discrimination laws

**Miami University** · Oxford, OH

B.A. 2005, *magna cum laude* · G.P.A. 3.86

University Honors · Phi Beta Kappa · Marching Band and related service fraternity

# JAN RUS IV

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## EDUCATION

University of California, Berkeley - Goldman School of Public Policy

M.P.P. 2005

Ph.D. Candidate Fields: Public Finance, Political Economy

**Kenyon College**

B.A. Political Science 1995, Physics Minor - National Merit Scholar, Kenyon Scholar

## WORK EXPERIENCE

**University of California, Berkeley** **Berkeley, CA** **2012**

*Graduate Student Instructor – California Politics, Political Science Department, Instructor: Asst. Ted Lambert*

- Upper Division Political Science Class on California Politics and Policy

**California Debt and Investment Advisory Committee** **Sacramento, CA** **2009-11**

*Independent Consultant – California Municipal Debt Database Review*

- Provided independent review and recommendations regarding California municipal debt data collection and analysis practices at the California Debt and Investment Advisory Commission (CDIAC) within the California State Treasurer's Office under UC Berkeley Sponsored Projects Office Award #IA000009-09

**University of California, Berkeley** **Berkeley, CA** **2005-09**

*Assistant Program Director – Robert T. Matsui Center for Politics and Public Service, Institute of Governmental Studies*

- Assisted with the management of all aspects of the Center's activities including facilitation of political events and politician visits to the UC Berkeley campus, management of undergraduate Cal-in-Sacramento Platinum Fellowship program, publicity and occasional editorial activities with the UC Berkeley Political Press (including assistance with the production of the center's quadrennial publication *California Votes: The 2006 Governor's Race*), and facilitation of presentations of current research by UC faculty to the California Legislature in conjunction with the California Senate Research Bureau.

**University of California, Berkeley** **Berkeley, CA** **2006-07**

*Graduate Student Instructor – Leadership and Social Change, Public Policy Department, Instructor: Robert Reich*

- Graduate class on Leadership and Management for the Masters in Public Policy core with Prof. Robert Reich

**University of California, Berkeley** **Berkeley, CA** **2004-05, 2009-10**

*Graduate Student Instructor – Economics, Economics Department, Various Instructors*

- Undergraduate Economics – Various Economics courses, 6 Semesters, 2 sections each

**California Policy Research Center** **Berkeley, CA** **2004-05**

*Policy Analyst/Intern – California Program on Access to Care*

- Provided political and policy analysis of California health-care issues, including ongoing analysis of proposed managed care industry mergers for members of California Assembly, Senate, and regulatory agencies.
- Prepared technical analysis of health intermediary (managed care and indemnity insurance) regulation and taxation proposals

**California Association for Bilingual Education** **Los Angeles, CA** **1998-2002**

*Director of Membership and Communications*

- Created, edited and produced quarterly magazine *The Multilingual Educator* (circ. 15,000);
- Produced & edited bimonthly newsletter *The Multilingual News* (circ. 7,500);
- Managed membership database, designed membership recruitment and retention programs and coordinated organization membership and communications services and website;
- Coordinated organization chapter and advocacy networks and provided local leaders with strategic planning, advocacy, and media training including creation of organization Leadership and Advocacy Handbooks and bimonthly leadership advocacy updates;

**The Stein Group** **Mallorca, Spain** **1996-97**

*Chief of Administration and Information Systems*

- Managed all administrative functions including payroll, personnel, and accounting for multiple real estate projects including 5 star hotel, two luxury restaurants, and two café/bars;
  - Created annual budgets and analyzed weekly and monthly business production and profit/loss statements;
  - Assisted with creation of project business plans, investment prospectus, and project marketing materials;
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### OTHER SKILLS

- Languages: Bilingual Spanish/English
- Computer Skills: General - Microsoft Office; Graphics/Publishing – Adobe Suite, Quark Xpress; various data-base programs

### TECHNICAL SKILLS: DATA/STATISTICS

- Microsoft: MS Office suite including Excel and add-on packages Solver and Monte Carlo Simulator
- Statistical Packages: STATA, SPSS, SASS, some R
- Mathematica, Matlab
- Agent based modeling including Netlogo

#### Statistical/Analytic Coursework

- PhD level coursework in Econometrics, Mathematical Statistics and Statistics of Causal Inference (Economics, ARE and Political Science Departments, UC Berkeley), Statistics, Evaluation and Research Design, Advanced Quantitative Methods (Public Policy Department, UC Berkeley) as well as 5+ years of active participation in weekly research seminars and working groups in the Public Policy and Economics departments at UC Berkeley.

#### Data Experience/Statistical Methods

- Experience data cleansing, reporting on, and performing research with large national and California state-level data sets
- Regressions: Single variable to 100+ variable and crosstab, multiple-models (linear/non-linear, probit/logit, etc), Bootstrapping and some computational statistic techniques
- Clustering & Nesting, Instrumental Variables, Regression Discontinuity Design, Matching (from Propensity score to algorithm based computational models).
- Factor Analysis, variable relationship testing, construction of composite variables
- Time Series Analysis
- Network Analysis

### OTHER RELEVANT ACTIVITIES

- Founding Co-Editor, Policy Matters: the student run journal of the Goldman School for Public Policy 2004-2005
- Elected Member, Goldman School of Public Policy Alumni Association Board of Directors Term: 2006-2010
- Contract Lecturer, Deloitte Public Sector Consulting, "How Government Works and how to Work with Government" 2007

### PUBLICATIONS

- California Debt Database Review and Recommendations: Report Prepared for the California Debt and Investment Advisory Committee Under UC Berkeley Sponsored Projects Office Award #IA000009-09. 2010
- Politics, Institutions, and Policy Analysis. Qualifying Paper Prepared for the Ph.D. in Public Policy. 2007
- Systematic Mistakes in "Fair" Games: Examining the Implications of Incorporating Fairness and Other Psychological Considerations into Economic Games through Dynamic Modeling, Whitepaper 2006
- Creating A Less Dysfunctional California Healthcare System: An Analysis and Proposed Reforms of California's Regulation and Taxation of the Healthcare Intermediary Market. Masters Thesis Project prepared for the California Policy Research Center. 2005
- A Simple Solution: Initiative Proposition 227 – California's Flawed Tool of Populist Government and the Politics of Immigrant Education, 347 pgs., 2003
- CABB Leadership Handbook. 126 pgs., Los Angeles: California Association for Bilingual Education, 2001
- A Handbook for the CABB Advocate. 68 pgs., Los Angeles: California Association for Bilingual Education, 2000
- Member/Leadership Notes column. In *Multilingual News*. Los Angeles: California Association for Bilingual Education. 1998-2001