

Jordan Leigh Levey

STATEMENT OF INTEREST

As an active member of NALP since 2018, I am honored to be nominated for the role of Conference Planning Coordinator. My experience spans both the law school and law firm sides of the profession, providing me with a well-rounded perspective and a deep understanding of legal career development. Throughout my career, I have a proven track record of successfully planning large-scale events and programs tailored for legal professionals. I bring a strong network, a keen attention to detail, and a commitment to enhancing the NALP Annual Education Conference through innovative, impactful programming.

RELEVANT EXPERIENCE

Katten Muchin Rosenman LLP, Chicago, IL

Professional Development & Well-Being Manager, May 2022 – Present

- Design and implement firm-wide training programs including New Associate Orientation, Junior Associate training curricula, annual milestone events, and practice-specific trainings
- Partner with an extensive network of external consultants to deliver innovative and effective programming
- Utilize metrics to evaluate the effectiveness of existing programs and initiatives, and to improve future offerings
- Facilitate successful non-partner attorney onboarding and integration through mentoring, coaching, skills training, and orientation
- Create and deliver innovative firm-wide well-being initiatives, programs, educational materials, and resources

University of Illinois Chicago School of Law, Chicago, IL

Interim Director of Special Projects – Dean’s Office, June 2021 – May 2022

- Designed and coordinated the Success Network Program for first-year law students
- Ensured the accurate and timely completion of accreditation surveys/reports, including NALP’s Annual Survey

Associate Director – Career Services Office (CSO), July 2018 – May 2022

- Advised students and alumni on all aspects of career development, including job search strategies, resume and cover letter drafting, interviewing skills, networking, and professional development
- Designed, planned, and implemented all virtual and in-person programs for the CSO
- Oversaw communications, which included drafting a weekly newsletter, communicating opportunities and events directly to the law school community, and managing CSO social media accounts
- Collected and reported post-graduation employment data pursuant to ABA and NALP guidelines for the Employment Report and Salary Survey (ERSS), and reviewed the annual Report to stay current on legal employment trends

Law Offices of Scott Tzinberg, Chicago, IL

Associate Attorney, November 2014 – July 2018

EDUCATION

University of Illinois Chicago School of Law (f/k/a The John Marshall Law School), Chicago, IL

Juris Doctor, cum laude, May 2014

- THE JOHN MARSHALL LAW REVIEW, *Staff Editor* (2013-2014)

University of Illinois at Urbana-Champaign, Urbana, IL

Master of Science, Human & Community Development, December 2010

Master of Social Work, December 2010

Miami University, Oxford, OH

Bachelor of Science, Family Studies, summa cum laude, May 2008

AFFILIATIONS & CERTIFICATIONS

- National Association of Law Placement (NALP), *Member* (2018-Present)
- Chicago Area Law School Consortium (CALSC), *Secretary* (2018-2022)
- Institute for Well-Being in Law, *Member* (2022-Present)
- Professional Development Consortium (PDC), *Member* (2022-Present)
- Volta Talent Strategies Coach Training, *ICF-Certified Lawyer Coach* (2023-Present)