

MEGHAN B. KELLY-STALLINGS

Attorney with background in community outreach and project management. Thrives in a supportive, collaborative work environment. Passionate about facilitating projects and programs that help government sector agencies serve the public more effectively.

- **Advocacy for Immigrant Communities:** More than a decade of advocacy for immigrant populations, including individuals facing deportation, survivors of domestic violence and unaccompanied minors. Long-term volunteer for immigrant, LGBTQ and youth advocacy organizations.
- **Project Management:** Led a project to revise 120+ board policies and administrative procedures for a public library. As an attorney, managed 80+ active cases. Worked closely with colleagues from various departments to keep long-term projects on track and meet internal/external deadlines. Managed large-scale effort to redesign library's accounting structure and prepare for major business process changes.
- **Effective Communication:** Exceptional written and verbal communication skills, experienced public speaker and courtroom advocate. Frequent presenter to Seattle Public Library Board of Trustees. Experience working with clients of varied cultural, ethnic and socioeconomic backgrounds and professional colleagues from diverse fields. Adept at explaining complex matters in a straightforward, compassionate manner.
- **Legal Analysis and Writing:** Conducted in-depth review of library policies and procedures, worked with leadership and the City of Seattle's Law Department to analyze content and update as needed. Designed and carried out qualitative and quantitative research projects, performed legislative research and drafted agency position papers. Produced program analysis used by nonprofit organization to justify need for continued federal funding for program aiding detained noncitizens.
- **Problem Solving:** Brainstormed with library leadership and other stakeholders to identify needed revisions to policies and procedures, including gaps where new items should be created. Facilitated meetings and proposed compromises to resolve differences of opinion, overcame unexpected delays to keep project on schedule. Consulted library leadership regarding challenges likely to result from new business requirements, devised and proposed possible solution to City Budget Office.

EDUCATION AND LICENSES

Juris Doctor, University of Washington School of Law, June 2011

- *Selected coursework:* Advanced Legal Research, Administrative Law, Legal Research and Writing
- *Advanced writing project:* "Educating Noncitizens about the Immigration Consequences of Criminal Activity: The Impact of *Padilla v. Kentucky* on Legal Practice and Policy."
- *Co-President,* Immigrant Families Advocacy Project (IFAP), 2010-2011
- *Recipient,* CALI Excellence for the Future Awards (for highest overall grades in Torts, Community Property)

Master of Public Administration, with honors, University of Washington Evans School of Public Policy and Governance, December 2010

- *Selected coursework:* Budgeting, Quantitative Analysis I/II, Benefit-Cost Analysis, Policy Analysis, Microeconomics, Program Evaluation
- *Degree project:* "The Men's Central Jail Legal Orientation Program (LOP): A Program Analysis."
- *Recipient,* Hubert Locke Fellowship for Social Justice, Summer 2009
- *Member,* Pi Alpha Alpha Honors Society

Washington State Bar Membership, License No. 44287, 2011-present

PROFESSIONAL EXPERIENCE

- Seattle Office of Immigrant and Refugee Affairs, Citizenship Program and Policy Specialist** 5/2017 – present
- Manage the New Citizen Program, a consortium of twelve local nonprofits providing naturalization legal services to low-income immigrants, provide technical assistance and ensure City and contractor compliance with contractual requirements.
 - Assist department in analysis and advocacy related to changes in federal immigration policy.
- The Seattle Public Library, Business Analyst and Project Manager, Summit Re-Implementation Project** 6/2016 – 5/2017

- Coordinated the Library's involvement in a citywide transition to an updated version of the PeopleSoft financial software, ensure Library's understanding of and compliance with new required business processes, plan for staff training needs, organizational change and ongoing technical support.
- Participated in staff committee providing outreach services to formerly incarcerated/court-involved individuals.

The Seattle Public Library, *Policy Analyst and Technical Writer*

7/2014 – 6/2016

- Led a two-year project to review and revise approximately 120 board policies and administrative procedures, evaluated all items for accuracy and relevancy, weighed issues of racial and social equity when considering possible changes to policy content.
- Acted as liaison to the City Attorney's Office regarding policy content, risk exposure and compliance with local, state and federal law.
- Collaborated with Library leadership, union representatives and other stakeholders to revise content of all existing policies and procedures and develop new items where needed.
- Researched and analyzed legal issues surrounding Washington State public libraries, public sector ethics, intellectual property, information technology, disability law and public accommodations, public disclosure requirements, labor and personnel practices, use of force and intellectual freedom.

Hanis Irvine Prothero, PLLC, *Associate Attorney (former Law Clerk)*

7/2012 – 7/2014

- Independently managed a large immigration case load, supervised and coordinated support staff. 8/2011 – 11/2011
- Prepared court filings and legal briefs, conducted merits hearings for clients facing removal. Kent, WA

Jakeman Shaklee Oliver, P.S., *Associate Attorney*

11/2011 – 7/2012

- Represented immigrant clients in removal proceedings and administrative appeals. Seattle/Tacoma, WA
- Planned for the opening of firm's Tacoma-based office, managed all office functions.

Northwest Immigrant Rights Project, *Legal Orientation Project Intern*

10/2010 – 1/2011

- Screened immigrant detainees for relief eligibility, counseled clients seeking voluntary departure. Tacoma, WA
- Drafted and revised legal briefs for use by detainees appearing *pro se*.

Office of the Federal Public Defender, *Legal Intern*

6/2010 – 9/2010

- Analyzed substantive and procedural issues for public sector legal defender agency. Tacoma, WA
- Appeared in court on misdemeanor matters, prepared legal motions to support constitutional claims.

Washington Defender Association, *Legal Intern*

1/2010 – 3/2010

- Drafted amicus brief on court-imposed financial obligations and attended legislative hearings. Seattle, WA

Vera Institute of Justice, Center on Immigration and Justice, *Research Assistant*

6/2009 – 8/2009

- Designed and performed mixed-methods research project to evaluate legal outcomes achieved by legal assistance program for immigrant detainees, analyzed data and authored final report. New York, NY

New Futures, *Research Assistant*

4/2008 – 10/2008

- Planned and conducted qualitative program evaluation for community-based nonprofit. Burien, WA
- Interviewed program participants, staff and community stakeholders and drafted final report.

VOLUNTEER SERVICE, SKILLS, INTERESTS AND PUBLICATIONS

- Professional-level proficiency in written and spoken Spanish.
- Experience with statistical analysis software (SPSS and Crystal Ball), accounting (PeopleSoft (Summit) 8.8); advanced skills in Excel, Word and SharePoint.
- *Pro bono attorney*: (current) Immigrant Families Advocacy Project (IFAP), Northwest Immigrant Rights Project (NWIRP), and OneAmerica; (past) Kids in Need of Defense (KIND), Centro Rendu and QLAW.
- *Former Advisory Board Member*, St. James Immigrant Assistance.
- *Former Member*, American Immigration Lawyers Association (AILA); *Former co-chair*, AILA Citizenship Day Committee.
- *Co-author*, "Evaluating Deliberative Public Events and Projects," in *Democracy in motion: Evaluating the practice and impact of deliberative civic engagement*. Ed. Tina Nabatchi and John Gastil et al., New York: Oxford University Press, 2012. 205-230.
- Long-distance runner and triathlete, avid reader and podcast listener.

