

TRACEY J. COATES
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EDUCATION

SMITH COLLEGE

Northampton, MA

Bachelor of Arts in Psychology with concentration in Development, May 1998

HAMLIN UNIVERSITY SCHOOL OF LAW

Saint Paul, MN

Juris Doctor, May 2005

- Dean's List 2005
- Member, National Moot Court Team (2003-2004)
- Awards: Law Clerk Grant Recipient, Maryland Legal Aid Bureau
- President, Black Law Students Association
- Research Assistant to Professor Jill Barclift
- Legal Research & Writing Tutor

BAR ADMISSION

- Admitted to Maryland Bar, June 2006
- Admitted to District of Columbia Bar, December 2008

PROFESSIONAL LEGAL EXPERIENCE

PALEY ROTHMAN GOLDSTEIN, ROSENBERG, EIG & COOPER, CHARTERED

Bethesda, MD

Associate Attorney

July 2011 – Present

- Family Law Attorney: Representing clients in all aspects of Family Law including: Child Custody; Child Support; Divorce; Alimony; Equitable Distribution, Prenuptial Agreements and Postnuptial Agreements

WENDY H. SCHWARTZ AND ASSOCIATES

Washington, DC

Associate Attorney

December 2007 – June 2011

- Family Law Attorney: Representing clients in all aspects of Family Law including: Child Custody; Child Support; Divorce; Alimony; Equitable Distribution, Prenuptial Agreements and Postnuptial Agreements

MARYLAND LEGAL AID BUREAU

Baltimore, MD

Staff Attorney, Child Advocacy Unit

September 2007 – December 2007

- Represent abused and neglected children in Baltimore Circuit Court, Juvenile Division
- Client advocacy through civil litigation involving court hearings, trials, and pleadings

JUDICIAL CLERKSHIP-PIMA COUNTY SUPERIOR COURT

Tucson, AZ

Law Clerk, Judge John S. Leonardo, Chief Presiding Judge

May 2006– May 2007

- Prepared judicial orders for criminal and civil motions
- Drafted legal opinions, memoranda and Rule 32 appeals
- Maintained correspondence with attorneys, inmates and general public
- Assisted Superior Court Judges with courtroom and bailiff proceedings

ADDITIONAL LEGAL EXPERIENCE

FEDERAL TRADE COMMISSION

Washington, DC

Law Clerk, Advertising Division

Summer 2004

- Executed legal research for ten senior attorneys in *FTC Advertising Division*
- Debriefed FTC council on current cases
- Participated in FTC deposition, advocacy, and litigation training

MARYLAND LEGAL AID BUREAU

Towson, MD

Law Clerk

Summer 2005 – November 2005

- Managed active case files for Nursing Home, Housing, and Family Law divisions
- Composed legal memoranda and briefed attorneys on status and progress
- Conducted client interviews

MINNESOTA COURT OF APPEALS*Law Clerk, Judge Gordon Shumaker*

- Drafted and Presented bench memoranda for review
- Reviewed trial records and parties briefs to the court
- Conducted extensive legal research and presented findings in written memoranda

Saint Paul, MN*Spring 2004***CRAVATH, SWAINE, & MOORE***Paralegal*

- Prepared deposition materials
- Conducted legal research and briefed cases for complex litigations

New York, NY*1998 – 1999***PROFESSIONAL EXPERIENCE**

UNITED AIRLINES*Flight Attendant***Washington, DC***1995 – 2006***LOUDOUN COUNTY PUBLIC SCHOOL SYSTEM***Substitute Teacher***Loudoun County, VA***2001-2002***COMMUNITY SERVICE**

THURGOOD MARSHALL ACADEMY PUBLIC CHARTER HIGH SCHOOL

- Mentor

Washington, D.C.**THE HOUSE OF RUTH**

- Conducted client intake interviews and assisted with preparation of court orders

Rockville, MD**VIRGINIA JUVENILE COURT SYSTEM**

- Court Appointed Special Advocate (CASA), Fairfax, Virginia Juvenile Court System

Fairfax, VA**PROFESSIONAL AFFILIATIONS**

MONTGOMERY COUNTY BAR ASSOCIATION

- Member and Family Law Section

Rockville, MD*2008 - Present***WOMEN'S BAR ASSOCIATION OF D.C.**

- Member

Washington, D.C.*2008 - 2010***HAMLIN UNIVERSITY SCHOOL OF LAW**

- Alumni Board Member

Saint Paul, MN*2009-2011***SMITH COLLEGE CLUB OF WASHINGTON, D.C.**

- Executive Board Member: Secretary

Washington, D.C*2009-2011***AMERICAN BAR ASSOCIATION (ABA)**

- Member, Family Law

2009 - Present