

Katharine L. Manning

Experience

Author, *The Empathetic Workplace: 5 Steps to a Compassionate, Calm, and Confident Response to Trauma on the Job*, HarperCollins Leadership (February 2021): through research, storytelling, and practical advice, guides those with responsibilities for others at work through the five steps to an empathetic response to trauma on the job.

Blackbird, Washington, DC

President and Founder, July 19, 2019-Present

Provide training and consultation to government, corporate, and educational institutions on empathy in the workplace, with a particular emphasis on matters involving trauma and victimization. Representative projects include:

- Presentations at SXSW in March 2020 and March 2021
- Closing Keynote on Empathetic Leadership: Building a Culture of Care at NASPA Strategies Conference for Student Affairs Professionals in Higher Education, January 2022
- Keynote on The Business Case for Empathy at Work at Women Influence & Power in Law Conference, October 2021
- Advised National Asian Pacific American Bar Association on trauma-informed responses to reports of anti-Asian hate crimes
- Author of PsychCenter.com Empathy at Work Column
- Featured in publications including Fast Company, Thrive Global, and CEOWorld
- Managed multiyear project for Justice Department and Environmental Protection Agency to develop a series of eleven training videos on working with victims in environmental crimes cases, January 2020-September 2021

American University, Washington, DC

Adjunct Professor, August 1, 2019-Present

Teach courses on Victim Rights, the Introduction to Law, and Ending Gender-Based Violence in the School of Public Affairs.

Dominican University, River Forest, IL

Adjunct Professor, January 1, 2022-Present

Teach core course on Interprofessionalism in nation's first Master's in Trauma-Informed Leadership Program.

Executive Office for United States Attorneys, Washington, DC

Attorney Advisor, October 18, 2004 – July 19, 2019

Policy – Represented Executive Office for U.S. Attorneys (EOUSA) and United States Attorneys’ Offices (USAOs) in development of guidelines and policy in area of victims’ rights and services, ensuring that policies and procedures were in the best interests of the USAOs and EOUSA. Drafted interpretative and administrative rules, regulations, and other guidance, including Attorney General Guidelines for Victim and Witness Assistance (2005 and 2012). Developed portions of the Justice Manual and United States Attorneys’ Policies and Procedures related to victim rights and services and drafted the Victim Rights Chapter of the *Violent Crime Manual*. Drafted legislative proposals and provided analysis and advice regarding pending legislation, including proposed enactments of and revisions to the Crime Victims’ Rights Act (CVRA), the Human Trafficking Protection Act, the Amy, Vicky, and Andy Child Victim Pornography Victim Assistance Act, and the Mandatory Victims’ Restitution Act. Drafted congressional testimony for Department senior leaders.

Specific accomplishments include:

- Founded and spearheaded the Federal Victims in Indian Country Working Group, bringing together law enforcement, prosecutors, and victim assistance personnel to identify gaps in service for those victims and worked to fill those gaps through funding, training, and policy.
- Conceptualized and created the Technical Assistance for Restitution Analysis program, under which federal prosecutors can access expert forensic accountants to determine restitution amounts in complex cases, resulting in millions in restitution awards for victims of crime.
- Participated in the interagency Sexual Assault Survivors Bill of Rights Working Group, which conducted a series of listening sessions with survivors, prosecutors, law enforcement, and victim assistance personnel, culminating in the drafting and dissemination of best practices on the care and treatment of survivors of sexual assault and the preservation of evidence.
- Established the procedures by which the Department notifies and accords rights to victims of child pornography, and continually refined and updated those procedures with interagency working group. Developed Department policy and best practices recommendations on according child pornography victims the right to restitution, including implementation of the Amy, Vicky, and Andy Child Pornography Restitution Act of 2018.
- Led the SAVE Council Working Group on Streamlining Victim Services, a multi-agency group ensuring the provision of victim services in the Department is effective and efficient.
- Served as Co-Chair designee of the Financial Fraud Enforcement Task Force Victim Rights Subcommittee. Organized pro bono financial planning assistance for fraud victims and established Department-wide website for victim notification in large-scale cases.
- Represented EOUSA and the USAOs on intergovernmental working group to establish Strategic Action Plan to Assist Victims of Human Trafficking, released in January 2014.
- Key drafter of 2005 and 2011 Guidelines. Negotiated and drafted essential portions of Guidelines on behalf of USAOs, and presented those to AGAC Subcommittee on Victim Issues and AGAC. Working with other Department components, developed Department-wide training on Guidelines.

Training – Organized and provided training for USAO personnel, other government agencies, and the public on victims’ rights and services.

- Trained thousands of individuals on their legal and policy obligations when working with

victims. Trained federal prosecutors as well as federal investigators, corrections and court personnel, state and local prosecutors and investigators, non-governmental organizations, and members of the public.

- Appeared in multiple videotaped and live webinars and presentations on the Justice Television Network.
- Conceived and implemented nationwide training plan for 2005 and 2011 Guidelines.
- Provided regular training on victim issues in crime-specific contexts, including identity theft, fraud, domestic violence, child exploitation, environmental, tax, and computer crimes.

Guidance – Provided technical advice and assistance to Departmental leadership as well as prosecutors and victim assistance personnel in USAOs and other government agencies regarding legal requirements and Department policy in the area of victims' rights and services, recommending arguments and positions to best protect the interests of the government and fulfill statutory victim rights and services requirements.

Executive Office for United States Attorneys, Washington, DC
Assistant Director, Victim Witness Staff, May 15, 2005 – July 15, 2006
Responsibilities included those above as well as:

Management – Supervised staff of five within EOUSA and program of more than 300 individuals nationally. Established and implemented program goals. Responsible for planning, coordinating, implementing, and overseeing all activities of the staff.

Budget – Established budget for Victim Witness Staff within EOUSA as well as for Victim Witness Programs in USAOs. Advocated for additional funds as needed. Oversaw disbursement of more than \$1.5 million in funds annually for support of victims and witnesses in USAOs.

Pillsbury Winthrop LLP, San Francisco, CA

Litigation Associate, October 1, 2000-October 1, 2004

Specialized in insurance, media, and class actions. As lead associate on multimillion-dollar litigation, coordinated motion practice, fact and expert discovery, and trial preparation. Supervised junior attorneys and staff. Drafted motions, including numerous dispositive motions, in state and federal courts. Negotiated settlements. Drafted all forms of written discovery. Argued motions, including summary judgment. Drafted state and federal appeals, including briefs resulting in published decisions. Formulated and assessed case budgets. Trained other attorneys in substantive law and legal skills. Participated in business development efforts, including creating materials for and presenting continuing legal education for firm clients and drafting pitches for new work. Argued state appeal. Acted as second chair on successful two-week jury trial. Served as San Francisco representative to firm's national associate committee and as summer associate mentor.

Training

Conflict Resolution Center of Montgomery County, Bethesda, MD

Received 32 hours of training in facilitating community and organizational meetings.

Center for Dispute Settlement, Washington, DC
Attended training in Basic and Advanced Mediation Techniques.

Harvard Negotiation Project, Cambridge, MA
Attended intensive negotiation training for attorneys.

Volunteer Work

Parent Teacher Association, Silver Creek Middle School, Kensington, MD
Diversity Committee, LGBTQ+ Representative
September 2021-Present
Serve as liaison and advocate for LGBTQ+ families at public middle school.

Western Montgomery County Citizens Advisory Board, Chevy Chase Representative,
Bethesda, MD
Oct. 2017-2022
Advise County Executive and County Council on issues of community concern.

Community Recovery Advisory Group, Member, Montgomery County, MD
July 2020-June 2021
Advised County Executive and County Council regarding equity and efficacy in Covid response.

Publications

Katharine Manning, *Protecting the Constitution While Protecting Victims: Challenges to Pro Se Cross-Examination*, Brooklyn Law Review (forthcoming May 2022).

Katharine Manning, THE EMPATHETIC WORKPLACE: 5 STEPS TO A COMPASSIONATE, CALM, AND CONFIDENT RESPONSE TO TRAUMA ON THE JOB. HarperCollins Leadership (2021). Discusses the prevalence and effect of trauma at work and provides steps for the appropriate response to trauma.

Katharine Manning, *Violent Crime Manual (Victim Rights Chapter)*, Department of Justice (2019).

Katharine Manning, *Expanding Victim Rights*, USA Bulletin on Emerging Issues in Federal Prosecution Vol. 66, Number 1 (January 2018).

Katharine Manning, *Guardians ad Litem and Victim Counsel in Cases with Child Victims and Witnesses*, USA Bulletin on Project Safe Childhood Vol. 63, Number 4 (July 2015).

Katharine Manning & Linda Seabrook, *The Conundrum of Victims' Rights in Conspiracy Cases*, USA Bulletin on Prosecuting Criminal Conspiracies Vol. 61, Number 4 (July 2013).

Education

University of Virginia School of Law, Juris Doctor 2000
Articles Editor, Virginia Journal of Social Policy & the Law

Smith College, Bachelor of Arts 1996
Major: Government Minor: English