

JENNIFER DECK SAMUELSON

Post Office Box 1091 • Manchester Center, Vermont 05255 • (802) 733-1515

PROFESSIONAL EXPERIENCE:

Samuelson Law Offices, Manchester Center, Vermont

Attorney, October 2012 – Present

Conduct client intake; perform legal research; draft opinions, contracts, and motions; and advocate clients' interests in communications with opposing counsel and third parties. Representative areas of practice include landlord-tenant issues, contract negotiations, employer-employee relations, and construction disputes.

Managing Partner, January 2004 – Present

Oversee all business and financial aspects of law practice, including compiling and analyzing financial data, preparing all tax-related information, and supervising office operations.

Bennington College, Bennington, Vermont

Director of Foundations and Senior Assistant to the President, July 2001 – June 2003

Managed all aspects of foundation relations at the college, including researching prospective foundations, cultivating prospects, preparing proposals to secure funding, submitting written reports detailing how grant funds were utilized, and assisting faculty with individual proposals; served as the college's liaison to the Association of Vermont Independent Colleges and the National Institute for Technology and Liberal Education.

Honorable Ralph W. Smith, Jr., United States Magistrate Judge, Northern District of New York

Judicial Clerk, January 1999 – July 2001

Prepared legal decisions for judge's signature; mediated discovery disputes between attorneys; conducted pretrial scheduling conferences; oversaw Albany Law School externs through assignment of projects and detailed review of written work product; and prepared and presented CLE course for area attorneys analyzing changes to 2001 Federal Rules of Civil Procedure. Clerkship focused on issues arising from the Federal Rules of Civil Procedure, Social Security Regulations, federal and state discrimination laws, and federal civil rights laws.

Honorable Lee P. Gagliardi, Senior United States District Court Judge, Southern District of New York

Judicial Clerk, August 1996 – August 1997; October 1998 – December 1998

Prepared judicial orders, decisions, and jury charge instructions; assisted judge with pretrial hearings, trials, sentencing hearings, and habeas corpus proceedings; and traveled with judge to conduct trials in New York, Vermont, and Florida. Areas of emphasis included drug possession and conspiracy charges and convictions, interpretation of United States Sentencing Guidelines, federal habeas corpus law, strict products liability, negligence, and trademark infringement.

Law Offices of John K. Dema, P.C., Christiansted, St. Croix

Associate, September 1997 – October 1998

Managed all stages of litigation with approval of senior counsel; drafted pleadings, discovery, and motions; and assisted in pretrial hearings, depositions, settlement negotiations, and trials. Areas of emphasis included Federal Torts Claims Act, sexual harassment, breach of contract, insurance bad faith, negligence, and discrimination.

Vermont Law School, South Royalton, Vermont

Dean's Fellow, August 1995 – December 1995

Helped design curriculum to teach legal research and writing skills to first-year law students; prepared and conducted weekly lectures for class of 20 students; created, assigned, and graded research and writing projects; provided students with detailed written feedback; and held weekly individual student conferences.

EDUCATION:

Vermont Law School, South Royalton, Vermont

Juris Doctor, *cum laude*, May 1996

Class Rank: 19/148

Vermont Law Review, Senior Head Note Editor and member of Senior Editorial Board

Note: *Prelude to a Miss: A Cautionary Note Against Expanding DNA Databanks in the Face of Scientific Uncertainty*, 20 Vt. L. Rev. 1057 (1996).

Vermont Law School Academic Excellence Awards: Legal Process Seminar (Spring 1996) and Moral Philosophy Seminar (Spring 1995)

National Dean's List, Spring 1994 – Spring 1996

Occidental College, Los Angeles, California

Bachelor of Arts, *cum laude*, August 1991

Major: French; Minor: Economics

Dean's List, Fall 1990 – Summer 1991

Spent Spring 1990 studying at the Université Stendahl – Grenoble III and teaching English to French students.

CURRENT VOLUNTEER ACTIVITIES:

Vermont State Board of Education

Vice-Chair, March 2021 — Present; **Member**, August 2020 – Present

Appointed by the Governor of Vermont to serve on state board charged with carrying out directives of the Vermont General Assembly, Governor, and Secretary of Education, and, in consultation with local school board members and the broader education community, to define, implement, and update a long-term strategic vision for education in Vermont. Duties include working with fellow Board members, the Agency of Education, and relevant stakeholders to update the rules governing the Board's activities and shepherding them through the rule-making process in accordance with the Vermont Administrative Procedures Act; serving with fellow Board members in a quasi-judicial capacity to hear and resolve issues that arise under the Board's rules; and participating in monthly meetings to identify, discuss, and resolve issues that implicate the Board's powers and duties as directed by the General Assembly.

Winhall School Board, Winhall Vermont

Chair, March 2018 — Present; **Member**, March 2017 – Present

Serve on town school board to frame and implement policy; create and propose annual school budget; preside over annual town meeting to present and explain budget; for approval by resident voters; and identify and resolve issues involving education in local community.

Equinox Preservation Trust, Manchester, Vermont

Board of Directors, January 2009 – Present

Assist local nature preserve with land management, financial, and public relations issues; draft and negotiate employment contract with the preserve's land steward and various agreements with local community members regarding issues relating to the preserve; help design and implement various outreach activities; and participate in monthly meetings to discuss and address matters relating to care and oversight of the preserve.

REFERENCES:

Orland Campbell, Jr., Esq.

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Randi Lowe, EdD.

Superintendent, Bennington-Rutland Supervisory Union

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