

JOCELYN STEELE

Huntington Beach, CA | (706) 627-4073 | jocelynmsteele@gmail.com

PROFILE

Experienced, highly accomplished journalist and licensed attorney with excellent news judgment and a diverse background in the legal field. Superior interpersonal and public speaking skills with the ability to summarize relevant points in a concise, persuasive manner. Demonstrated success in cultivating and maintaining positive relationships with media and legal professionals. Keen ability to research complex matters and devise effective solutions.

EDUCATION

- Juris Doctor**, UNIVERSITY OF GEORGIA SCHOOL OF LAW – Athens, GA 2013
Winner and Best Oralist Award, 2011 Richard B. Russell Moot Court Competition
Finalist, 2012 Talmadge Moot Court Competition
UGA Moot Court Member, 2011-2013
Moderator of law school event featuring Supreme Court Justice Clarence Thomas, 2012
- Bachelor of Arts, Journalism**, UNIVERSITY OF GEORGIA – Athens, GA 2002
Concentration in Broadcast News
Graduated *magna cum laude*
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PROFESSIONAL EXPERIENCE

- UNITED STATES HOUSE OF REPRESENTATIVES – Washington, DC Nov 2015 – Jan 2016
Press Secretary
- Coordinated all media efforts and communications for Congresswoman Maxine Waters (CA-43), a ranking member of the Committee on Financial Services.
 - Drafted press releases, media advisories, speeches, and talking points for member.
 - Pitched stories and responded to media inquiries from local and national press.
 - Managed the congressional website, ensuring timely content.
 - Drafted fact sheets and memos for the member in preparation for interviews.
- SHEILA BUNN CAMPAIGN FOR DC COUNCIL WARD 8 – Washington, DC Feb 2015 – Apr 2015
Communications Aide
- Wrote Op-Ed concerning a proposed initiative aimed at combatting violence among young men in DC.
 - Wrote content for weekly newsletters disseminated to supporters and potential voters.
 - Attended campaign events and posted messages and photos on Twitter and Facebook concerning campaign.
 - Canvassed Ward 8 communities with candidate and educated residents about candidate's stance on issues and ideas for improving the Ward.
- WCSC-TV – Charleston, SC Feb 2014 – Nov 2014
Television News Anchor / Reporter
- Anchored weekend morning newscasts featuring national, state, and local political stories and reports.
 - Researched and prepared news reports for evening newscasts.
 - Developed story ideas and created media contacts consisting of local, state and federal officials.
 - Completed comprehensive research to produce news feature stories.
 - Wrote and generated news scripts.
 - Represented station at cultural, civic, and business events to generate station exposure and increase community engagement.

PROFESSIONAL EXPERIENCE

YOUNG CLEMENT RIVERS LLP – Charleston, SC

May 2012 – Aug 2012; Sep 2013 – Feb 2014

Attorney | Sep 2013 – Feb 2014

- Acted as workers' compensation defense attorney, performing in-depth research on South Carolina workers' compensation law using LexisNexis and Westlaw legal software.
- Provided advice and counsel on statutes involving technical matters.
- Drafted and reviewed regulatory documents, such as policies, regulations, and guidance documentation.
- Represented law firm on several marketing trips across southeastern US and educated insurance adjusters regarding changes in South Carolina workers' compensation law.
- Developed presentations as well as drafted appellant and respondent legal briefs.
- Attended depositions and mediations.

Law Clerk | May 2012 – Aug 2012

- Drafted memoranda of law.
- Wrote motions for summary judgment and motions to strike experts.
- Completed research on Workers' Compensation, Business Litigation and Labor and Employment issues.
- Attended depositions and mediations.

UGA SCHOOL OF LAW SPECIAL EDUCATION PRACTICUM – Athens, GA

Jan 2012 – May 2012

Student Intern

- Conducted client interviews to assess problems impeding students' educations and learning abilities.
- Attended Individualized Education Plan meetings to discuss accommodations and additional assistance students needed to succeed academically.

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION – Atlanta, GA

Jul 2011 – Aug 2011

Legal Intern

- Researched case law for pending EEOC complaints and drafted memoranda of law.

THE COCA-COLA COMPANY – Atlanta, GA

May 2011 – Jul 2011

Legal Intern

- Drafted on-premise and vending contracts for schools and universities.
- Performed legal research and drafted memoranda of law.
- Provided advice and counsel on statutes and regulations involving matters affecting regulatory programs.
- Ensured that company's employee policies adhered to new state legislation.
- Researched foreign corporation qualifications for mergers and acquisitions (M&As).
- Drafted and reviewed regulatory documents, talking points, and fact sheets for human resources managers and employees based on new state legislation.
- Collaborated with other interns to develop a final presentation concerning the acquisition of a company.

VIRGINIA COLLEGE – Augusta, GA

Jul 2009 – Jul 2010

Career Services Associate

- Conducted research pertaining to job availability and hiring needs.
- Generated job leads for students and planned career fairs featuring area employers.
- Screened students' resumes, tracked career placements, and provided students with career counseling and guidance concerning their long-term goals.
- Served as point of contact for hiring needs of area medical employers.
- Networked with local medical associations and organizations to foster relationships for potential hiring opportunities. Built relationships with private sector and government employers.
- Conducted mock interviews, interview preparation seminars, and life skills and job readiness workshops.

PROFESSIONAL EXPERIENCE

VIRGINIA COLLEGE – Augusta, GA

Jul 2009 – Jul 2010

Career Services Associate (Continued)

- Conceived innovative ideas to place diverse candidates in the workplace.
- Facilitated a meeting with Georgia State Representative's political staff to generate long-term hiring plans and strategies to increase employment opportunities for students.

IMARA WOMAN MAGAZINE – Columbia, SC

Jan 2008 – Aug 2010

Contributing Editor

- Researched and developed magazine article concepts addressing needs and interests of the magazine's demographic.
- Conducted interviews and wrote articles on topics, including politics, health, education, and economics.
- Wrote a feature article on the newly elected President of the United State of America and South Carolina's reaction to the election results.

WLTX-TV – Columbia, SC

May 2004 – Nov 2008

Television News Reporter / Anchor

- Anchored morning, noon, and evening newscasts on a fill-in basis.
- Created daily story ideas and established local, state, and federal legislative contacts.
- Conducted interview with Presidential candidate during the campaign cycle.
- Facilitated interviews with city leaders and state legislators as the City Government Reporter.
- Extensively covered the South Carolina Democratic Primary.
- Developed and maintained strong relationships with staff members of elected officials.
- Performed research to develop story leads concerning new legislation.

PROFESSIONAL MEMBERSHIP

Member, South Carolina Bar