

## JENNIFER I. SWIRSKY, ESQ.

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### MEMBERSHIPS

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The Florida Bar, 2010  
Southern District of Florida

### LEGAL EXPERIENCE

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**Nova Southeastern University, Shepard Broad Law Center, Fort Lauderdale, FL**

***Florida Bar Auxiliary Program Coach***

May 2011 – Present

- Oversee the preparation of recent graduates as they study to sit for the Florida Bar Exam.
- Conduct weekly telephonic and in-person meetings to discuss their progress and concerns.
- Track the progress of students to ensure they would be ready and able to pass the Bar Exam.

**Gerardi Law & Associates, P.A./Greenstein & Associates, Lake Worth, FL**

August 2013 – July 2014

***Attorney***

- Research issues and draft pleadings for state civil litigation involving personal injury, property damage, property disputes, medical billing disputes, and various family law issues.
- Correspond and meet with clients, in an effort to determine the path to pursue in regard to specific details of their matters.
- Review extensive accident-related documentation, medical records, and medical bills to attempt to resolve certain matters on clients' behalves and/or to aid in drafting pleadings in a court of law.
- Discuss matters with insurance adjusters to determine the likelihood of resolution of matters and to move said matters forward accordingly.
- Manage musicians and athletes through obtaining sponsorships and liaising with venues, companies, record labels, and television stations to promote same.

**Cole, Scott & Kissane, P.A., Fort Lauderdale, FL**

***Associate Attorney***

June 2012 – August 2013

- Research issues and draft pleadings for State and Federal civil litigation in defense of insurance companies, primarily concerning Community Association matters.
- Correspond and meet with clients, in an effort to determine the path to pursue in regard to the specific details of their matters.
- Review extensive Community Association governing documents to determine the specific rules and regulations of each client, in an effort to provide them with the best defense.
- Draft case analysis reports to the insurance adjusters to inform the adjusters of the current status of the matter on a regular basis.

**Fourth District Court of Appeal, West Palm Beach, FL**

***Judicial Law Clerk, The Honorable Mark E. Polen***

March 2011 – June 2012

- Reviewed and researched record on appeal, and wrote bench memoranda for merits panel.
- Attended oral arguments, discussed panel's decisions with the Judge, and drafted and edited opinions.
- Reviewed motions and made recommendations to the judicial panel.
- Hired and oversaw interns, and reviewed interns' work prior to submitting to the judicial panel.

**Boldt Law Firm, Hollywood, FL**

***Associate Attorney***

November 2010 – February 2011

- Reviewed the trial court record to develop arguments to draft briefs for appellate cases.
- Researched issues and drafted initial, answer, and reply briefs for State and Federal appeals.
- Drafted pleadings as trial support for associated firms.

**Nova Southeastern University, Shepard Broad Law Center, Fort Lauderdale, FL**

**Research Assistant: Professor Elena Langan; Professor Charlene Smith** June 2008 – May 2010

**Teaching Assistant (Torts): Professor Michael Richmond** August 2008 – December 2010

- Performed research for Legal Skills and Values I & II courses; tutored first-year students in Torts law.
- Helped synthesize information for Professor Langan's Law Review article on Collaborative Law.
- Edited Professor Smith's article for publication, and reviewed for proper Bluebook citations.

**EDUCATION**

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**Nova Southeastern University, Shepard Broad Law Center, Fort Lauderdale, FL**

**Juris Doctor, magna cum laude**, May 2010

**GPA:** 3.51; **Class Rank:** Top 9%

**Honors:** Merit Scholarship Recipient; Highest Grade Award, Constitutional Law II; *Nova Law Review*: Articles Editor, 2009 – 2010, Junior Staff, 2008 – 2009; Moot Court Society, Member; Florida Bar Entertainment & Sports Law Section, Law Student Writing Initiative, Article Author

**Competitions:** Feinrider Upper Class Moot Court Competition, *Winner*  
Grammy Foundation Law Student Writing Initiative, Completed in Top 15

**Activities:** Sports & Entertainment Law Society: Vice President of Entertainment, 2009 – 2010, Publicity Chair, 2008 – 2009; Law Student Advisor, 2008 – 2010; Phi Alpha Delta, Mentor, 2008 – 2010; Chairperson of Academics and Educational Programs, 2009 – 2010; Kaplan PMBR, Student Representative, 2009 – 2010

**University of Central Florida, Orlando, FL**

**Bachelor of Science in Criminal Justice**, May 2002

**Honors:** President's List, Dean's List

**Activities:** Pi Beta Phi Sorority: Efficiency Chair, Pan-Hellenic Chair, Vice President of Social Advancement; Order of Omega Honors Fraternity; Give Kids the World, Volunteer

**PUBLICATIONS**

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- *Historical and Legal Implications of Subliminal Messaging in the Multimedia: Unconscious Subjects*, 36 NOVA L. REV. (2012).
- *Payola: Should Internet Radio Stations Be Able to Accept Pay for Play While Over-the-Air Stations are Statutorily Precluded?*, THE FLORIDA BAR ENTERTAINMENT, ARTS AND SPORTS LAW SECTION, <http://easl.info/modules.php?op=modload&name=News&file=index&catid=&topic=15>.

**PROFESSIONAL EXPERIENCE**

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**City of Arlington, Texas, Arlington, TX**

**Communications Supervisor** March 2005 – December 2006

- Supervised day and evening shift of police and fire dispatchers, as well as 9-1-1 call-takers.
- Performed employee evaluations, including formal disciplinary reports.
- Assisted with training and developing new hires in Dispatch and Emergency Services skills.

**Police Dispatcher** November 2004 – April 2005

- Graduated **Valedictorian** from Telecommunicator Academy, Texas Commission on Law Enforcement Education and Standards Certification; and Certified by Federal Emergency Management Agency (FEMA).
- Worked as C.I.C. Operator, with full access to the National Crime Information Center.

**COMMUNITY SERVICE**

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- **Team Livestrong**, *Team Member*, 2014–Present
- **Team in Training**, *Mentor*, 2014; *Participant*, 2013–Present
- **North Springs Little League**, *Information Officer*, 2011 – 2012; *Leadership Committee*, 2010 – 2011
- **Kreative Kids Foundation**, *Volunteer*, 2008 – 2010 (Raised money/planned events for children)