

DONNA F. WILLIAMS, ESQ.

Conflict Resolution Professional

INSIGHT MEDIATION

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Insight Employment Mediation LLC
Insight Mediation Group LLC

PROFESSIONAL EXPERIENCE

**2010 – Present Conflict Resolution Professional
Insight Mediation
Scottsdale, Arizona**

Ms. Williams is a conflict resolution professional with Insight who focuses her mediation practice on resolving family, workplace and organizational conflict. She has been a licensed attorney for over 15 years. She has worked in the private sector and has had over 7 years of experience working in the public sector as an attorney an administrator. Ms. Williams has enjoyed a high level of success working with hundreds of families to resolve their marital and custody disputes and is a Parenting Coordinator as well as a Parenting Conference Provider for the Court. She also serves on the board of a non-profit organization and has had practical experience with many board governance issues. Ms. Williams also mediates employment discrimination, sexual harassment, housing discrimination and public accommodation cases. Ms. Williams was recently appointed to serve a two-year term on the Arizona Supreme Court’s Attorney Discipline Hearing Panels as an attorney member and settlement officer.

**2002 – 2009 Maricopa County Superior Court
Phoenix, Arizona**

Probate/Mental Health Court Administrator

Ms. Williams’ primary duties included having direct oversight of department operations, program management, employee training and supervision, legal compliance, and strategic planning. Ms. Williams also served as Chief Legal Counsel for the Probate/Mental Health Department.

Family Court Assistant Administrator

Ms. Williams served as the operations manager for several programs within Family Court. She was also responsible for recruiting, hiring, training and supervising the employees within those programs. In her role, Ms. Williams trained, supervised and mentored attorneys in the

area of dispute resolution. She also regularly worked within her department to successfully resolve many workplace conflict issues. Ms. Williams also became one of only a handful of nationally recognized Certified Court Managers through the Institute for Court Management's leadership program.

Court Commissioner I

Ms. Williams was assigned to Family Court and primarily conducted resolution management conferences with litigants pursuing divorce or custody actions. Using a collaborative approach to dispute resolution, Ms. Williams worked with litigants to mediate their custody and parenting issues, resolve their property and debt issues, determine support amounts and submit their final orders for signature the same day.

Lead Attorney Case Manager

Ms. Williams worked with Family Court litigants to help facilitate the resolution of marital and custody disputes in lieu of trial as well as prepared and submitted the required final legal documents for court approval. As the lead Attorney Case Manager, Ms. Williams helped develop the program as well as hire, train and mentor the other attorneys.

2000 - 2001

Attorney/Litigation Support Services Career Blazers, Inc. McLean, Virginia

Ms. Williams was retained to provide support on major commercial banking litigation cases. She worked closely with Department of Justice attorneys to prepare cases for trial from the initial case filing and discovery stages through the trial stage.

1999

Legal Analyst Pinnacle Realty Management Company Bethesda, Maryland

Ms. Williams was under contract to evaluate and report on distressed housing properties for non-compliance with HUD housing regulations. She prepared and submitted written reports outlining her findings for the governing authorities.

1995 - 1998

Associate Attorney

**Law Offices of Clarence E. Gamble, P.C.
Las Vegas, Nevada**

Ms. Williams' practice was concentrated in family law, federal civil rights and employment discrimination issues and encompassed research, drafting motions and pleadings, court appearances, discovery, depositions, settlement negotiations, arbitration and general civil trial work.

EDUCATION

1988 Bachelor of Arts, Sociology - University of California, San Diego
1992 Juris Doctor - University of California, Davis

RELEVANT TRAINING

2004 Family Mediation Training – Theory and practice of conflict management in Family Court cases - 40 hours
2005 Domestic Relations Conference – 22 hours
2008 Domestic Violence and Child Abuse Training – 8 hours
2009 Advanced Mediation Training - Approaches to address high-conflict situations – 8 hours
Developing Age Appropriate Parenting Plans
Managing Family Conflict
New ADA and FMLA Provisions – 2 hours
2010 Workplace Conflict Training – The theory and practice of resolving workplace disputes – 3 days
Basic Mediation Training – Resolving civil disputes – 40 hours
2011 Legal & Preventative Facets of Domestic Violence and Child Abuse - 4 hours

PROFESSIONAL AFFILIATIONS

State Bar of Arizona – ADR Section
Maricopa County Association of Family Mediators - Member
American Bar Association – Dispute Resolution Section
Women of Power International – Board Member
Arizona Supreme Court Attorney Discipline Hearing Panels – Attorney Member and Settlement Officer
Black Board of Directors Project - Member
Fresh Start Women's Resource Center – Past Member, Legal Committee
Maryland State Bar
Nevada State Bar