

**DONNA F. WILLIAMS, ESQ.**

Conflict Resolution Professional

**INSIGHT MEDIATION**

8149 North 87<sup>th</sup> Place

Scottsdale, Arizona 85258

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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**