

**ANNA BRADY**  
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## EDUCATION

**HARVARD LAW SCHOOL**, Candidate for J.D., June 2011

Activities: *Harvard Civil Rights-Civil Liberties Law Review*

**UNIVERSITY OF CHICAGO**, B.A. in Sociology with Honors, June 2006

Honors: Phi Beta Kappa

Student Marshal

Activities: Breaking Barriers, President

## EXPERIENCE

**TENANT ADVOCACY PROJECT**, Cambridge, MA

*Intake Committee*

Review potential cases for student representation including preliminary factual investigation and legal research.

Assess viability of cases and make strategic determinations about which to accept based on available resources and potential to impact the outcome.

*Student Advocate*

Fall 2008 – Present

Represent public housing residents and applicants at grievance panel hearings and administrative appeals. Prepare clients and witnesses for hearings. Gather supporting documents including medical records, affidavits and police reports. Negotiate with local housing authorities on behalf of clients. Advise members of the public about landlord-tenant law and their housing rights.

**NATIONAL CENTER FOR LAW AND ECONOMIC JUSTICE**, New York, NY

Summer 2009

Assisted with fact development for litigation by interviewing potential named plaintiffs. Conducted research and wrote legal memos on public benefits law and issues relating to federal and state court litigation. Drafted motion for preliminary injunction. Catalogued documents produced by defendants in discovery.

**HALT, INC.**, Washington, DC

*Program Assistant*

Remember to vary your language. This description shows the many ways writing tasks can be described.

2006 – 2008

Researched and wrote opinion editorials and issue briefs. Drafted and submitted comments to state courts and bar associations. Prepared six- to 10-page self-help guides for consumers that explain legal topics in plain language. Composed letters of inquiry, proposal narratives and project budgets. Coordinated major donor relations and foundation fundraising.

**EMPLOYMENT JUSTICE CENTER**, Washington, DC

*Intake Volunteer*

2007 – 2008

Interviewed low-income workers about workplace problems. Consulted with experienced employment law attorneys about legal advice and aid to offer workers. Assisted workers in drafting demand letters, filing complaint forms with administrative agencies, and preparing pleadings.

## PERSONAL

Enjoy public service, dancing, swimming and watching movies.