

TRIMAIN BELTON

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EDUCATION

Portland State University School of Business

Master of International Management

Portland, OR
Expected Dec 2014

Pepperdine University School of Law

Master of Dispute Resolution

Malibu, CA
Expected Aug 2013

University of Oregon School of Law

Doctor of Jurisprudence

Eugene, OR
May 2012

Honors: Dean's Scholarship Recipient (2009, 2010, 2011); Graduate Teaching Fellowship.
Activities: Moot Court, American Bar Association Client Competition (2011 & 2012); Financial Manager, Univ. of Oregon Sport and Entertainment Law Forum.

University of Southern California

Bachelor of Arts

Los Angeles, CA
Aug 2009

PROFESSIONAL EXPERIENCE

Private Tutor

US Legal Studies & ESL Writing

Eugene, OR
Sept 2012-Present

Assisted international (ESL – Republic of China) law student client towards improved legal comprehension and exam performance in American law foundational courses, intellectual property course, and international trade course. Instructed client on legal writing techniques, legal diction, and American grammar. Resulted in a .08 cumulative GPA increase over two semesters, which included removal from academic probation status to good standing.

County of Marin, County Administrator's Office

Management Intern

San Rafael, CA
June 2012-Sept 2012

Developed action plan for Electronic Media Accessibility Compliance in accordance to the Federal Rehabilitation Act, Section 508. Provided support and coordination for the County's Public Information Team. Produced preliminary analysis of local impacts associated with statewide initiatives qualified to appear on California November 2012 ballot. Assisted with research to prepare for Animal Control Program contract negotiations on behalf of the County. Provided support and coordination to develop regional benchmarks for the Bay Area Regional Benchmarking Project.

University of Oregon, Office of the Dean of Students

Hearings Officer, Student Conduct and Community Standards

Eugene, OR
Aug 2010-June 2012

Arbitrated disputes between faculty, staff, and students regarding allegations of academic and social misconduct. Investigated and rendered decisions on alleged violations of the University of Oregon Student Conduct Code as promulgated from the State of Oregon Administrative Rules. Conducted disciplinary counseling with students, monitor compliance with sanctions, and process correspondences. Heard over 500 cases.

Mediation Program, State of Oregon Circuit Court, 2nd Judicial District

Mediator

Eugene, OR
Jan 2012-June 2012

Facilitated negotiation and conflict resolution through dialogue. Resolved conflicts of small-claims outside of the court system by mutual consent of parties involved. Prepared settlement agreements for disputants to sign.

City of Springfield City Attorney | Leahy, Van Vactor & Cox, LLP.*Law Clerk*

Springfield, OR

Jan 2012-June 2012

Made research on legal questions using Oregon law, to include questions on compliance with public records law & financial reimbursements for city employees. Prepared legal memorandum for review by municipal court regarding recent law changes. Attended city council meetings. Perform general tasks in support of the City Attorney.

University of Southern California, Office of Student Affairs*Resident Advisor*

Los Angeles, CA

May 2008-May 2009

Designed residential education curriculum to foster academic and social development of university residents. Managed and mediated conflict between live-in residents and peers. Served as liaison between residential students and the Office of Student Affairs. Supervised 65-70 residential students.

U.S. Marine Corps, 2d Marine Logistics Group*Operational Fiscal Chief/Non-Commissioned Officer*

Camp Lejeune, NC

July 2002-July 2006

Managed and disbursed a 40+ million dollar annual budget. Managed financial compliance and developed compliance operational strategy. Supervised a team of 20-30 Marines in acquisitions through the Marine Corps Supply system. Drafted and managed procurement/requirements contracts between the Marine Corps and civilian vendors. Served as liaison between the battalion and regimental comptrollers, lead audits, and conducted reconciliations.

PROFESSIONAL DEVELOPMENT

*Certifications:***32 Hour Basic Mediation Training, University of Oregon School of Law***Committee Experience:***University of Oregon Student Health Advisory Committee**

June 2011 – June 2012

Evaluated proposed budgets of the University Health Center (UHC) and recommended an annual budget to the UHC Director. Evaluated and recommend criteria for determining policy for financing health care services for students through the UHC. Promoted good health throughout the university community through advising public relations strategies.

USC Volunteer Latin America, Coordinator

June 2008 - April 2009

Developed partnerships with Eco Era, ASCOMOTO, Miraflor, and The Fund for Costa Rica to execute and lead a service-learning trip to Costa Rica for 30 University of Southern California students.

*Special Studies:***European International Commercial Dispute Resolution***The Straus Institute for Dispute Resolution, Pepperdine University School of Law*

May 2013

Study Tour and Course regarding International Dispute Resolution in Europe. Attended class in London and in Geneva. Received lectures at site visits to include: London Court of International Arbitration, World Trade Center, and the World Intellectual Property Organization.

ADDITIONAL INFORMATION

Military Awards:

National Defense Medal; Naval Unit Commendation; Global War on Terrorism, Expeditionary & Service Medals; Naval Unit Commendation; Marine Corps Conduct Medal; Meritorious Mast x2; Rifle Marksmanship Expert Badge

Languages:

Fluent proficiency English; Elementary proficiency Spanish; Elementary proficiency Mandarin Chinese (spoken only)