

JADA L. GAINES, ESQ

ATTORNEY

CONTACT

Bluffton, SC
(C) 843-271-2508
jada.l.gaines@gmail.com

BAR ADMISSIONS

- South Carolina, 2019
- North Carolina, 2022

AWARDS

- Legal Elite, 2024

EDUCATION

JURIS DOCTOR • JANUARY 2015

Thomas M. Cooley Law School
Lansing, MI

Family Law Certificate of Merit
Sixty Plus Inc., Elderlaw Clinic
Outstanding Lawyering Award

PARALEGAL CERTIFICATE •
AUGUST 2010

Technical College of the Lowcountry
Beaufort, SC

BA POLITICAL SCIENCE • MAY
2009

Winthrop University
Rock Hill, SC

Dr. Dorothy Jones' Women's Studies
Award

KEY SKILLS

Communication
Presentation
Organization
Legal writing
Negotiation
Contract Review
Time Management

SUMMARY

Goal-oriented and results driven attorney with five (5) years of combined experience as in-house counsel for a multi-state finance and title lending company and in-firm as an estate planning associate attorney. Experienced in negotiating settlements, reviewing contracts, managing an active and dynamic caseload, and as an Estate Planning Attorney, have experience in working with and creating estate plans for clients with various net worths, experience in Wealth Counsel, probate, and growing a small firm in both its revenue and clientele.

WORK EXPERIENCE

ASSOCIATE ATTORNEY • MAY 2022 - PRESENT

Elder Law & Estate Planning Center (2022-Present); A Division of
Lawyer Lisa, LLC (2024-Present) • Bluffton, SC

- Counsel clients regarding estate planning, wills, trusts, asset protection, probate administration and trust administration
- Advise and represent clients effectively by understanding their needs, and analyzing their particular situations
- Draft articles
- Host informative and engaging monthly virtual and in-person workshops designed to increase the public's knowledge on the importance of estate planning tools

JR. STAFF ATTORNEY • NOV 2019 – MAY 2022

TMX Finance Family of Companies • Savannah, GA

- Managed an active caseload of a variety of case types including commercial and business litigation, creditors' rights, tort, consumer finance, collection, disputes and regulatory compliance
- Coordinated and directed sophisticated and complex case strategy, draft pleadings, conduct discovery, legal research, interviewed and prepared witnesses for depositions and trial, and negotiated settlements.
- Managed external counsel in relation to complex litigation and associated fees, assisted management in the development of policies and procedures to mitigate corporate risk.
- Reviewed business and commercial contracts.

REFERENCES

- Available upon request

LITIGATION PARALEGAL • OCT 2016 – NOV 2019

TMX Finance Family of Companies • Savannah, GA

- Provided litigation support to in-house and external counsel in mid to high level litigation matters including purported class actions, trade secret issues, contract, tort, consumer finance, collection, condemnations, and arbitrations.
- Assisted with regulatory and compliance matters, including drafting correspondence to consumers, opposing counsel, state agencies, and other regulatory authorities.
- Coordinated and implemented department cross-training program.

E-DISCOVERY REVIEWER • APR 2016– OCT 2016

TMX Finance Family of Companies • Savannah, GA

- Analyzed and subjectively reviewed documents for substance, privilege, relevancy, and managed, tracked, and logged work through use of Excel Workbook.
- Responded to subpoena requests, prepared settlement agreements, and conducted various legal research and analysis.

EXTERN/LAW CLERK • SEP 2014 – DEC 2014

Witzel & Zoeller Lawyers, PC • Lansing, MI

- Legal research and writing assistant to partners of the firm who practiced in the fields of criminal defense, family law, and various civil liability matters.
- Conducted client intakes, client interviews, and participated in depositions.

LEGAL INTERN • MAY 2014 – AUG 2014

Cooley Law School Sixty Plus, Inc. Elder Law Clinic • Lansing, MI

- Practiced law under the supervision of a licensed attorney
- Appeared in probate court, conducted legal research, held client intakes and interviews
- Completed guardianship reviews by order of court
- Prepared estate planning documents such as wills, power of attorneys, deeds, settlement agreements, and hosted document reviews and signings of documents with the clients of the clinic.