

Jasmine N. Plott

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EDUCATION

University of North Carolina School of Law, Chapel Hill, NC

Juris Doctor, May 2019

University of North Carolina School of Information and Library Science, Chapel Hill, NC

Master of Science in Library Science, May 2019

University of North Carolina at Chapel Hill, Chapel Hill, NC

Bachelor of Arts, English and Psychology, Information Systems minor, May 2015

LIBRARY EXPERIENCE

Wake Forest University Law Library, Wake Forest University, Winston-Salem, NC

Law Librarian

August 2023-Present

- Teach one (1) credit Legal Research course to first-year law students
- Meet individually with students to provide legal research support for legal writing courses and research assistant projects
- Serve as liaison to assigned law school faculty by submitting purchase requests for research materials, conducting research on their behalf, and updating their faculty profiles on the law school website
- Support international students by managing study carrels, teaching guest lectures, and connecting them to campus resources
- Provide reference assistance to patrons, both within the law school community and the public, via email and in person
- Host workshops for law students on topics that include Bluebook citation
- Collaborate with colleagues to develop content for social media to promote library services
- Participate on library committees to enhance the growth of the law school
- Promote student wellbeing by offering stress relief activities throughout the academic year

Greensboro College, Greensboro, NC

Reference and Instruction Librarian

August 2022-August 2023

- Taught 15-25 library instruction sessions per semester in all disciplines offered at Greensboro College
- Provided reference assistance by answering questions posed by students, faculty, and staff that are presented in-person, through LibChat, or over email
- Provided student research services in-person and online
- Designed and implemented a process to create tutorials teaching students how to use library resources, such as the library catalog
- Coordinated and managed the Research Challenge Raffle, a monthly research question that students answer for the opportunity to win a prize
- Conducted library assessment activities by collecting library use statistics and managing the spreadsheet that collects data about library instruction, events, and outreach
- Recorded data about patron interactions using LibAnswers
- Engaged in library outreach by presenting ideas that are later implemented, collaborating with other areas on campus, and assisting in coordinating library events

- Updated existing and create new library research guides
- Created How To Guides to educate other library staff, students, faculty, and staff about how to perform certain tasks or interact with library resources
- Managed library student workers and interns by developing tasks that align with each student's interests and goals, supervising shifts, coordinating weekly schedules, and approving timecards
- Oversaw interlibrary loan procedures, which includes borrowing, lending, and distributing sources, on a daily basis using the program OCLC WorldShare
- Provided user and technical support for members of the college community

Kathrine R. Everett Law Library, University of North Carolina School of Law, Chapel Hill, NC

Laura N. Gasaway Graduate Assistant

August 2018-May 2019

- Answered legal research questions from the law school community through in-person reference, chat service, and telephone
- Researched, analyzed, and produced written products for research projects requested by law school faculty and administration, such as memorandums or annotated bibliographies
- Reviewed and updated library research guides in various subject areas including the North Carolina research guide and the international law research guide
- Drafted problems to be used for written assignments in an Advanced Legal Research course taught by one of the law librarians
- Participated in outreach involving a Halloween-themed scavenger hunt to help law students use library resources

Kathrine R. Everett Law Library, University of North Carolina School of Law, Chapel Hill, NC

Library Research Assistant (LibRA)

August 2017-May 2018

- Wrote memorandums and annotated bibliographies in response to legal research questions posed by law school faculty
- Researched and responded to questions in a variety of legal subject areas using legal research databases
- Provided summaries of the research process and search terms to help patrons develop effective research strategies

J. Michael Goodson Law Library, Duke University School of Law, Durham, NC

Digital Initiatives Intern

May 2016-August 2016

- Added recently published faculty materials to the faculty archive
- Updated the English law research guide
- Assigned metadata descriptions to photo slides
- Converted DVCAMS into DVD format

Kathrine R. Everett Law Library, University of North Carolina School of Law, Chapel Hill, NC

Interlibrary Loan and Circulation Assistant

May 2016-August 2016

- Performed interlibrary loan tasks using ILLiad for law school faculty, students, and staff
- Checked books in and out using the Millennium system
- Offered basic help to library patrons and the public

Davis Library, Research and Instructional Services, University of North Carolina at Chapel Hill, Chapel Hill, NC

Carolina Academic Library Associate

August 2015-May 2017

- Taught 7-10 library instruction sessions for first-year English course per semester

- Provided reference services to patrons in-person, via chat service, and over the telephone
- Engaged in outreach to promote library services and events for Davis Library, such as the planning end of semester stress relief programming
- Managed social media platforms, including Twitter and Facebook, for Davis Library
- Organized and implemented First-Year Scavenger Hunts
- Compiled bibliographies of requested resources for faculty
- Participated in collection development by reviewing and recommending print and electronic resources for purchase via GOBI
- Conducted circulation tasks, such as checking books in and out to patrons

LEGAL EXPERIENCE

North Carolina Department of Commerce, Division of Employment Security, Raleigh, NC

Appeals Referee

September 2021-May 2022

- Conducted up to 6 hearings per day regarding unemployment insurance benefit claims
- Maintained order during hearings to promote efficiency and mutual respect among the parties
- Wrote decisions applying the law to determine whether a claimant was qualified/disqualified or eligible/ineligible for benefits
- Scheduled and rescheduled hearings as necessary to accommodate the parties' schedules and ensure fairness
- Provided customer service to all parties to answer basic questions about the unemployment insurance benefits process and referred questions to the appropriate department as necessary

Legal Aid of North Carolina, Inc., Foothills Office, Morganton, NC

Staff Attorney

January 2020-August 2021

- Independently managed a sizable caseload in numerous practice areas including housing law, family law (domestic violence, custody, divorce), and benefits law (unemployment insurance benefits, social security benefits).
- Conducted investigations and negotiations in cases by performing detail-orientated interviews, collaborating with local organizations and agencies (housing specialists, social workers, etc.), and researching relevant areas of the law
- Litigated in a variety of settings including Small Claims Court and District Court, administrative hearings, and grievance hearings.
- Utilized extensive legal research and writing skills to compose pleadings, briefs, motions (i.e. Summary Judgment, Vacating a Judgment), settlement agreements, and court orders.
- Attended and conducted community trainings on how to keep people in their homes

McDowell County District Attorney's Office, Marion, NC

Assistant District Attorney

October 2019-January 2020

- Tried cases in District Court in various areas of criminal law after receiving training under the head prosecutor
- Managed District Court calendar call
- Negotiated plea deals with public defenders and private defense attorneys
- Attended weekly meetings with the McDowell County Sheriff's Office where law enforcement officers posed questions they had and discussed cases with the assistant district attorneys

Mecklenburg County, District Attorney's Office, Charlotte, North Carolina

Legal Intern for Special Victims Team

May 2018–August 2018

- Assessed and evaluated case files for Assistant District Attorneys
- Compiled case summaries
- Proposed preliminary plea offers
- Inspected numerous phone dumps and exported reports from the RFID Reader for attorney trial preparation
- Tried three cases, negotiated plea offers, organized and labeled shucks, and handled docket call during two weeks in District Court
- Prepared and completed weekly bond hearings
- Drafted direct questions for attorney preparation in trial
- Researched and presented a proposal, along with a checklist of factors, for Assistant District Attorneys to use when conducting domestic violence bond hearings

North Carolina Coalition Against Domestic Violence, Durham, North Carolina

Legal Intern

May 201–August 2017

- Performed intake interviews with clients and serve as contact person for their case
- Crafted trial preparation documents including direct questions for hearings, drafts of domestic violence protective orders, and hearing continuances.
- Drafted subpoenas, motions to quash subpoenas, and answers to counterclaims.
- Assisted supervising attorneys with client management and support during court hearings

TEACHING EXPERIENCE

Wake Forest University School of Law, Winston-Salem, NC

August 2023–Present

- *LAW 134: Legal Research I (0.5 credits, required)* Fall 2023
- *LAW 154: Legal Research II (0.5 credits, required)* Spring 2024, (expected) Spring 2025

Greensboro College, Greensboro, NC

August 2022–Present

- *CLD 2100: Define Your Path (1 credit, required)* Spring 2023
- *Library Instruction Sessions*
 - British Literature 1 Fall 2022
 - Comparative Vertebrates Spring 2023
 - English, Communications, and Media Studies: First Year Composition Fall 2022, Spring 2023
 - 5 sessions per semester due to multiple sections being offered
 - Evidence Spring 2023
 - Greensboro College Seminars Fall 2022
 - 1-2 sessions per semester; depending on the instructor's preference, it can be a scavenger hunt or a traditional library instruction session.
 - History of Women Artists Fall 2022
 - Honors Thesis Research Seminar Fall 2022
 - Introduction to Business Careers Fall 2022, Spring 2023
 - Introduction to Christian Ethics Fall 2022, Spring 2023
 - Marketing Fall 2022, Spring 2023
 - Motor Behavior Fall 2022
 - Nutrition Fall 2022, Spring 2023

- Physiology for Special Populations Fall 2022
- Psychology Senior Seminar Fall 2022
- Stories We Tell Ourselves Spring 2023
- Teacher Education Preparation Spring 2023

University of North Carolina at Chapel Hill, Chapel Hill, NC August 2015 – May 2017

- *First Year English Writing Courses* Fall 2015, Spring 2016, Fall 2016, Spring 2017
 - Led 7-10 sessions per semester
- *First Year Scavenger Hunts* Fall 2016, Spring 2017
 - Led 10-15 sessions per semester

SERVICE

Wake Forest University School of Law

- International Programs Committee 2023-2024; Spring Semester Only for 2024-2025
- Student Wellbeing Committee 2023-2024; Spring Semester Only for 2024-2025

Greensboro College

- Secretary, Faculty Advisory Committee August 2022–August 2023

PUBLICATIONS

Contributing Blogger, *A Law Student's Experience Using Casetext – Part 2 – Using CARA* (April 30, 2019). Available here: <https://library.law.unc.edu/2019/04/a-law-students-experience-using-casetext-part-2-using-cara/>.

Contributing Blogger, *A Law Student's Experience Using Casetext – Part 1: Introduction to Casetext* (April 9, 2019). Available here: <https://library.law.unc.edu/2019/04/a-law-students-experience-using-casetext-part-1-introductionto-casetext/>.

Lara-Cinisomo, S., **Plott, J.**, Grewen, K. et al. The Feasibility of Recruiting and Retaining Perinatal Latinas in a Biomedical Study Exploring Neuroendocrine Function and Postpartum Depression. *J Immigrant Minority Health* 18, 1115–1123 (2016). <https://doi.org/10.1007/s10903-016-0391-5>.

PANELS & PRESENTATIONS

HOME: How Legal Aid Works to Keep People in Their Home, *Presenter* March 2021

HOME: Effect of the Emergency Directive Allowing Clerks to Delay Calendaring Eviction Proceedings, *Panelist* August 2020

Top 50 Women SuperLawyers Reception, *Presenter* August 2020

LAUNC-CH, Lightening Talk, UNC Chapel Hill Davis Library Scavenger Hunts, *Presenter* March 2017

PROFESSIONAL MEMBERSHIPS

American Association of Law Libraries	August 2023-Present
Southeastern Association of Law Libraries (SEALL)	August 2023-Present
American Library Association	
• Member, New Member Round Table	June 2022 - Present
○ Member, Governance Committee	July 2022 – July 2023
• Member, Association of College and Research Libraries (ACRL) Division	June 2022- Present
○ Mentee, ACRL Instruction Mentoring Program	October 2022 – July 2023
• Member, Instruction Division	June 2022 – Present
• Member, Reference and User Services Division	June 2022 – Present
Beta Phi Mu, Epsilon Chapter	April 2020
North Carolina State Bar	
• Inactive Status	April 2023 - Present
• Active Status	September 2019 – April 2023
Order of the Barristers	May 2019

PROFESSIONAL DEVELOPMENT

Carolina Consortium, <i>Conference Attendee</i>	May 2023
Techniques for Student Engagement in Libraries, <i>Library Juice Academy Course</i>	March 2023
Association of College and Research Libraries, <i>Conference Attendee</i>	March 2023