

JENNIFER MCGILLIVARY, J.D.

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EDUCATION

Juris Doctor, Saint Louis University School of Law, 2000
St. Louis, Missouri

Bachelor of Science in Business Administration, Murray State University, 1997
Murray, Kentucky
Magna Cum Laude

HONORS, AWARDS AND ACTIVITIES

St. Louis University School of Law, 1997 – 2000:
Staff Editor, *St. Louis University Law Journal*
Staff, *St. Louis University Law Journal*
Staff Editor, *Federalist Forum*
Staff, *Fidelity & Surety Newsletter*
University Scholarship

Murray State University, 1993 – 1997:
Outstanding Senior in Business Administration
Omicron Delta Kappa Honor Society
Beta Gamma Sigma Honor Society
Alpha Chi Honor Society
Dean's List
Dean's Advisory Committee
Phi Beta Lambda, National Parliamentarian
Student Government Association, Senate Chair
Student Ambassador
Alpha Omicron Pi, Programming VP

TEACHING EXPERIENCE

Lecturer, Fall 2012 – Present

University of Missouri – St. Louis

- Instruct *Legal Environment of Business* course within College of Business Administration, Finance and Legal Studies Department, and Pierre Laclède Honors College.
- Create and instruct *Finance, Law & Ethics* course for Pierre Laclède Honors College.
- Create and instruct *Assessing and Managing Ethics & Compliance Risk* course for Pierre Laclède Honors College.
- Instruct *Workplace Ethics* course within Pierre Laclède Honors College.

Adjunct Instructor, Fall 2013 – Present

St. Louis University

- Instruct *Introduction to Legal Research and Writing* within the Legal Studies Department.

Adjunct Faculty, Spring 2013 – Fall 2014

Maryville University

- Instruct *Business Ethics* course within the John E. Simon School of Business.

Continuing Legal Education Presenter, Spring 2013

University of Missouri – St. Louis

- Research, prepare, and present CLE seminar entitled, “A Review of the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010, the Status of its Implementation and Ethical Considerations.”

Annual Presenter, 1992 – Present

Illinois Coordinating Council for Career and Technical Student Organizations

- Prepare and facilitate session on parliamentary procedure for state officers of high school and collegiate student organizations.
- Moderate debate in Illinois Capitol building on current issues utilizing proper parliamentary procedure.

COURSES QUALIFIED TO TEACH

Alternative Dispute Resolution
Assessing and Managing Ethics and Compliance Risk
Business and Workplace Ethics
Finance, Law, and Ethics
Legal Environment of Business
Legal Research and Writing

RESEARCH EXPERIENCE

International Business Seminar, 1996

- Visited twelve multi-national corporations in Belgium, France, Germany, and the Netherlands.
- Attended presentations about each corporation detailing its business operations.
- Assigned to research Bayer AG, located in Germany, and wrote reports for university credit.

WRITING EXPERIENCE

Jennifer McGillivray and Hung-Gay Fung, “The Need for Ethical Reform in the US Financial Industry,”
International Review of Accounting, Banking and Finance 2013 5:1.

Responsible for researching and drafting opinions for Hon. Rodney W. Sippel:

- *Anheuser-Busch, Inc. v. City Merchandise*, 176 F. Supp.2d 951 (E.D. Mo. 2001);
- *The Dial Corp. v. Automotive, Petroleum and Allied Industries Employees Union, Local 618*, 183 F. Supp.2d 1164 (E.D. Mo. 2001);
- *Golleher v. Aerospace Dist. Lodge 837, I.A.M.A.W.*, 122 F. Supp.2d 1053 (E.D. Mo. 2000).

ADDITIONAL RELATED EXPERIENCE

AutoLine Arbitrator, 2013 – Present

Better Business Bureau, St. Louis, Missouri

- Arbitrate complaints filed by consumers of new automobiles against auto manufacturers.

Volunteer Mediator and Arbitrator, 2012 – Present

Better Business Bureau, St. Louis, Missouri

- Mediate and arbitrate complaints filed by consumers against businesses headquartered in the Eastern Missouri / Southern Illinois region.

Industry Arbitrator, 2008 – Present

FINRA (Financial Industry Regulatory Authority), St. Louis, Missouri

- Serve on arbitration panels for cases filed by customers and broker/dealers, including fiduciary and suitability claims, various securities regulations, and contract disputes.
- Analyze and discuss evidence presented to arrive at decision for the case.

Assistant General Counsel, 2004 – 2008

Edward Jones, St. Louis, Missouri

- Investigated and responded to federal and state agency inquiries, evaluated settlement options, and recommended policy changes to address regulatory requirements.
- Created mentor program and assisted in the training and development of attorneys, paralegals, and compliance officers.
- Managed paralegal and legal assistant responsibilities regarding regulatory matters.
- Examined customers' trusts, wills, powers of attorney, contracts, and investment policies as they related to brokerage accounts and transactions.
- Served as a member of Securities Industry and Financial Markets Association (SIFMA) State Legislative and Regulatory Committee.

Associate Attorney, 2002 – 2004

Blackwell Sanders Peper Martin, LLP, St. Louis, Missouri

- Represented national and regional broker/dealer firms in securities arbitration proceedings, including pre-hearing conferences, mediation statements, motion practice, oral argument and arbitration hearing.
- Represented businesses in various commercial disputes, involving contracts, torts, bankruptcy, secured transactions, negotiable instruments, and intellectual property claims.
- Served as contract attorney for A.G. Edwards' Law Department and the May Company Legal Department.

Law Clerk for Hon. Rodney W. Sippel, 2000 – 2002

U.S. District Court of Missouri, Eastern District, St. Louis, Missouri

- Researched and drafted opinions and orders in cases involving constitutional law (civil rights, due process, jurisdiction), contracts, agency, negligence, intentional torts, employment discrimination, labor disputes, habeas corpus (review of criminal trials, including death penalty case), arbitration reviews, antitrust, securities, intellectual property, and administrative law.

Legal Assistant, 1999 – 2000

CPI Corp., St. Louis, Missouri

- Investigated Equal Employment Opportunity Commission complaints and drafted responses.
- Prepared registration forms and withdrawal certificates for limited liability companies.
- Tracked general liability litigation, assisted with discovery requests, and reported litigation costs.
- Reviewed leases in preparation for stock sale of subsidiary.

Law Clerk Intern for Hon. Catherine D. Perry, 1998

U.S. District Court of Missouri, Eastern District, St. Louis, Missouri

- Researched and drafted opinions and orders, primarily related to habeas corpus matters.
- Observed trials, hearings, and conferences involving many substantive and procedural areas of law.

Legal Assistant, 1996 – 1997

Law Office of F. Jeanne' Carroll, Murray, Kentucky

- Assisted in preparation of wills, trusts and divorce decrees.
- Managed office responsibilities, including client contacts, document preparation, and court filings.

Accounting Intern, 1993 – 1996

Dean Foods Corporation, Murray, Kentucky

- Computed daily accounts receivables and assisted account payables department.
- Prepared credit memos and sales reports.

PROFESSIONAL QUALIFICATIONS

Missouri Bar, 2000

U.S. District Court, Eastern District of Missouri, 2000

National Association of Securities Dealers (now Financial Industry Regulatory Authority):

- Series 7 (General Securities Representative), 2004 – 2008
- Series 9 (General Securities Sales Supervisor), 2004 – 2008
- Series 10 (General Securities Sales Supervisor), 2004 – 2008
- Series 24 (General Securities Principal), 2005 – 2008
- Series 63 (Uniform Securities Agent State Law Examination), 2004 – 2008

Missouri Insurance License, 2005 – 2008

Practicing Law Institute Internal Investigations: Legal, Ethical and Strategic Issues, 2007

FINRA Dispute Resolution Arbitrator Training, 2008

University of Missouri – School of Law Mediation Training for Civil Cases, 2010

Missouri State University (in cooperation with Washington University) Civil Mediation Training, 2012

Better Business Bureau Binding Arbitration and AutoLine Arbitration Training, 2013

COMMUNITY INVOLVEMENT

St. Louis University, Billiken Barrister Mock Trial Tournament Judge

Parkway School District Government Relations Committee – Barretts Elementary Representative

Barretts Elementary School – PTO Vice President 2015-16

Circle of Friends Early Childhood Center Committee, Chair

Manchester UMC – Church Council, Finance Committee, Safe Sanctuary Task Force, Auction

Committee, Adult Education (including *Financial Peace University* Coordinator),

Children's Education, Vacation Bible School Coordinator, Choir Accompanist