

Melissa J. White

Melissa@mylifeopportunities.com • 928.274.3551

OWNER, MY LIFE OPPORTUNITIES

Co-Author, *Restoring My Beautiful Life*

Life Coach

Inspirational Speaker

Certified Radical Forgiveness Coach and Workshop Facilitator

Registered Yoga Teacher

Writer

- Inspire individuals and groups to live their lives more authentically
- Empower people to find their individuals truths and listen to the inner wisdom
- Coach clients in letting of the past, creating changes, and transforming their lives
- Facilitate workshops designed to empower, enlighten, and transform
- Perform Radical Forgiveness Ceremonies
- Present motivational speeches and classes
- Teach inspired yoga classes designed to merge the physical, mental and spiritual
- Motivate clients to stay on task in their self-developed goals
- Guide students in pranayama and meditation
- Counsel individuals in day-to-day decision-making

PROFESSIONAL BACKGROUND

Attorney

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS

2000-2003; 2004-2005; 2009-2011

CHARLESTON, WV

- Defended Division in Circuit Court matters throughout the state
- Argued motions
- Wrote Supreme Court and Circuit Court briefs
- Defended and prepared employees in and for depositions
- Drafted policies and procedures
- Prepared risk management strategy
- Counseled employees on litigation-related and risk management issues
- Presented presentations on risk management
- Monitored outside counsel and assisted with trial strategy
- Represented the Division in mediation
- Attended committee meetings

Work Study/Housekeeping Manager

SHOSHONI YOGA RETREAT

March-October 2009

ROLLINSVILLE, CO

- Practiced meditation and yogic lifestyle
- Managed housekeeping operations in the lodge and temples
- Supervised and trained other work study in housekeeping operations
- Cleaned the lodge and temples
- Set up for health therapy treatments
- Maintained puja items in temples
- Organized and circulated laundry for the lodge and temples

Sedona Guide

SEDONA SOUL ADVENTURES

2006- 2009

SEDONA, AZ

- Gave clients a tour of Sedona
- Led clients through guided meditations on the land
- On call throughout clients' stay to serve as a resource and support

- Counseled clients in how to integrate their retreat into their day-to-day life once home

Director of Sales

SEDONA SOUL ADVENTURES

2006-2008

SEDONA, AZ

- Connected with potential clients to meet their retreat goals
- Planned spiritual retreats for individuals designed to transform their lives
- Worked as a Radical Forgiveness Practitioner with clients who wished to release the past
- Assisted clients in releasing judgments and aligning with their heart's truth
- Counseled clients in how to integrate their retreat into their day-to-day life once home
- Assisted with retreat coordination

Attorney

NATIONWIDE TRIAL DIVISION, LAW OFFICES OF DANA F. EDDY

2003-2004

CHARLESTON, WV

- Defended insureds in trial
- Developed trial strategy and prepared for trial
- Took lay and expert depositions
- Defended depositions
- Counseled clients
- Prepared witnesses
- Wrote motions, pleadings, and appellate briefs
- Participated in infant summary proceedings
- Met with claims representatives to develop case

**Founding Member
Of Counsel**

WHITE & STAREK, PLLC

1999-2000

2000-2001

CHARLESTON, WV

- Represented clients in custody matters
- Served as a Guardian Ad Litem in civil litigation
- Served as a Guardian Ad Litem in mental hygiene proceedings
- Represented children and parents in abuse and neglect cases
- Mediated civil and family matters
- Represented clients in collections matters
- Defended clients in civil matters
- Attended hearings and depositions on behalf of other attorneys
- Performed research and write briefs for other attorneys
- Developed and implemented business plan

Staff Attorney

ROSS, DIXON & MASBACK, L.L.P.

1997-1998

WASHINGTON, DC

- Analyzed insurance coverage issues
- Drafted insurance coverage opinions and reservations of rights letters
- Represented insurance companies in coverage litigation
- Wrote motions and pleadings
- Monitored litigation involving insurance companies' insureds
- Counseled insurance companies regarding insurance coverage issues
- Researched legal issues
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Attorney

SHUMAN, ANNAND & POE

1995-1997

CHARLESTON, WV

- Argued dispositive motions
- Took depositions of lay and expert witnesses
- Wrote motions, pleadings, and appellate briefs
- Participated in and drafted documents for infant summary proceedings
- Interviewed witnesses
- Researched legal issues
- Summer associate, summers 1993 and 1994

Intern

THE HONORABLE NOEL ANKETELL KRAMER
 JUDGE, DISTRICT OF COLUMBIA SUPERIOR COURT

Spring 1994
 WASHINGTON, DC

- Researched legal issues
- Wrote legal memorandums
- Attended trials
- Electrically indexed recent legal decisions

Housing Administrator III

WEST VIRGINIA INSTITUTE OF TECHNOLOGY

1991-1992
 MONTGOMERY, WV

- Advised the Residence Hall Judicial Board and Hall Council
- Supervised 3 full-time employees and 20 part-time employees
- Planned and coordinated programming and staff training
- Developed and facilitated building and maintenance operations
- Counseled, disciplined, and advised residents
- Created and implemented newsletters and handbooks

ADDITIONAL WORK EXPERIENCE:

Worked throughout college and during vacations in numerous part-time positions including:
 New Student Orientation Coordinator, Student Assistant for the Conference and Facilities
 Office, and lifeguard at private and public pools 1985-1991

EDUCATION**Juris Doctor**

THE AMERICAN UNIVERSITY, WASHINGTON COLLEGE OF LAW (3.25/4.0 GPA)

May 1995
 WASHINGTON, DC

Activities: Student Bar Association: President, 1994-1995
 First Year Class Vice President, 1992-1993 (West Virginia University, College of Law)

Moot Court: Assistant Director, First Amendment Competition, 1994-1995
 International Institute of Space Law Moot Court Team Competitor, Spring 1994
University Board of Trustees: Educational Policy Subcommittee Member, 1993-1994

Master of Arts

BALL STATE UNIVERSITY (4.0/4.0 GPA)

July 1991
 MUNCIE, IN

Major: Student Personnel Administration in Higher Education

Activities: Research Project: "The New Student Orientation Course, A Model Curriculum"
 National Association of Student Personnel Administrators Case Study Participant, 1991

Bachelor of Arts

MARSHALL UNIVERSITY (3.05/4.0 GPA; 3.63/4.0 GPA WITHIN MAJOR)

May 1990
 HUNTINGTON, WV

Major: Counseling and Rehabilitation

Activities: Student Government: Student Body President, 1988-1989; Student Representative to the
 Institutional Board of Advisors; Student Senator; Senate Historian

Phi Mu Sorority: President, 1989-1990; Parliamentarian; Pan-Hellenic Delegate

Honors: Outstanding Leadership Award; Women of Marshall Scholarship Recipient; Kevin
 Russell Bowen Scholarship Recipient; Greek Woman of the Year; Homecoming Queen;
 Marshall University Dean's List; President, Order of Omega (Greek Leadership Honorary);

Outstanding Young Woman of America; Who's Who Among Students in American Colleges and Universities; National Dean's List

PROFESSIONAL MEMBERSHIPS AND TRAINING

Memberships: **West Virginia Bar** – Admitted October 1995; **United States District Court, Southern District** – Admitted October 1995; **District of Columbia Bar**– Admitted October 1997; **United States Supreme Court** – Admitted June 2000; **Yoga Alliance** – R.Y.T. 48287 – 2009.

Training: **Civil Mediation** – 1998 and 2004; **Family Law Mediation** – 1999; **Radical Forgiveness Workshops**– April 2002, May 2002, July 2002, August 2003, May 2006; **Radical Forgiveness Coach Training** – April 2002; **Radical Forgiveness Workshop Facilitator Training** – September 2006; **Yoga Instructor Certification** – November 2009.