

JAN M. BAKER

701 Main Street • Columbia, South Carolina • (803) 777-7737; baker@law.sc.edu

LEGAL WRITING INSTRUCTOR **2006-PRESENT**
UNIVERSITY OF SOUTH CAROLINA
SCHOOL OF LAW

Law School Curriculum Committee (2007- 2009)
Law School Adjunct Faculty Committee (2009-2010)
Law School Career/Student Services Committee (2010-2011)
Law School Curriculum Committee (2011- present)
Faculty Advisor, South Carolina Journal of International Law and
Business (2007-Present)
Faculty Advisor, DRI (2009-present)

PROFESSIONAL HISTORY

ATTORNEY **1998-2006**
King & Dalrymple, P.A.
West Columbia, South Carolina

Served as Associate in a Bankruptcy law firm. Responsible for initial client interviews, representation of clients in Chapter 13 and Chapter 7 Bankruptcy cases, and staff management.

ADJUNCT PROFESSOR **1997 - 2006**
University of South Carolina School of Law
Columbia, South Carolina

Taught Legal Writing to first year law students. Responsible for classroom instruction, student conferences, and grading of written assignments.

ADJUNCT INSTRUCTOR **2001 -**
PRESENT
Midlands Technical College
Columbia, South Carolina

Taught Bankruptcy and Business Law to Paralegal students. Responsible for classroom instruction and grading of student projects and exams.

ADJUNCT INSTRUCTOR **2005- 2006**
South University

Columbia, South Carolina

Taught Bankruptcy Law, Legal Writing, and Computers in the Workplace to Paralegal graduate students and undergraduate students. Responsible for classroom instruction, lab assignments, and grading of student projects and exams.

STAFF ATTORNEY **1997-1998**
South Carolina Supreme Court
Columbia, South Carolina

Researched legal issues and prepared memoranda for members of the South Carolina Supreme Court; briefed members of the Court on *pro-se* prisoner petitions; drafted orders for members of the Court.

LAW CLERK **1995-1997**
United States Bankruptcy Court
Middle District of Florida, Jacksonville, Florida

Researched legal issues for Bankruptcy Judge; drafted Judicial Orders and Opinions for signature and publication; handled routine administrative duties for Bankruptcy Judge.

ADJUNCT PROFESSOR **1996-1997**
Florida Coastal School of Law
Jacksonville, Florida

Taught Legal Research and Writing to first year law students. Responsible for classroom instruction, student conferences, and student grades.

ADJUNCT INSTRUCTOR **1996-1997**
Florida Community College at Jacksonville
Jacksonville, Florida

Taught Legal Research and Writing to Paralegal students. Responsible for classroom instruction, student conferences, and student grades.

EDUCATION

JURIS DOCTOR **1994**
University of South Carolina
School of Law
Columbia, South Carolina

Member, South Carolina Law Review; Strom Thurmond Legal Scholarship;
Legal Writing Instructor; American Jurisprudence Award, Contracts II.

BACHELOR OF ARTS
Winthrop University
Rock Hill, South Carolina

1991

Honor Graduate, *cum laude*; Editor, *The Anthology*; Copy Editor, *The Tatler*;
President of Freshman Honor Society.

MEMBERSHIPS AND AWARDS

Member, South Carolina Bar Association, Admitted 1994
Member, Georgia Bar Association (inactive), Admitted 1995
Member, American Bar Association

2008-Present, Board of Commissioners, Columbia Music Festival Association
2006-President, South Carolina Bankruptcy Law Association
2006-Present, South Carolina Bar Law Related Education Committee
2007-2008, South Carolina Bar Law School Liaison Committee
2005-Vice President, South Carolina Bankruptcy Law Association
2004-Secretary, South Carolina Bankruptcy Law Association
2003-Treasurer, South Carolina Bankruptcy Law Association
2003 South Carolina Pro Bono Lawyer of the Year, South Carolina Bar
2003 William E. S. Robinson Public Service Award, South Carolina
Bankruptcy Law Association

PUBLICATIONS AND PRESENTATIONS

Books and Book Chapters

SOUTH CAROLINA BANKRUPTCY PRACTICE MANUAL (S.C. Bar 2003, 2d ed.
2008) (co-authored with C. Jennalyn Dalrymple & Lydia A. Eloff).

Bankruptcy Practice in South Carolina, in THE PARALEGAL SURVIVAL GUIDE:
FACTS & FORMS (Joseph J. Mallini, Jr., William McSorley, & Wynne M.
Potash, eds., 1999) (co-authored with Robin Blume, C. Jennalyn Dalrymple &
Jane Downey).

What a Lawyer Does: A Coloring Book for Young Children (S.C. Bar) (co-
authored with Robin Blume & Lisa Smith).

When Mommy and Daddy Get a Divorce: A Coloring Book for Young

Children (S.C. Bar) (co-authored with Robin Blume & Lisa Smith).

Short Articles

To Freeze or Not to Freeze: Supreme Court Addresses the Banker's Dilemma, 7 S.C. Law. 15 (1996).

Teaching Legal Writing in the 17th Grade: Tips for Teaching Career Students Who Fly Nonstop From First Grade to First Year, 16 Persps. 19 (Fall 2007).

A = Analysis: Labeling Written Comments to Correspond with Grade Evaluation Sheets, 22 Second Draft (newsltr. of Leg. Writing Inst.) 4 (Fall 2007).

Fall Break Is Only a "Click" Away: Using an Audience Response System to Merge a Pre-break Legal Research and Legal Writing Review, 23 Second Draft (newsltr. Of Leg. Writing Inst.) 5 (Spring 2009) (co-authored with Terrye Conroy).

Practice Makes Perfect: Making the CASE for Advanced LRW Courses, 25 Second Draft (newsltr. Of Leg. Writing Inst.) 22 (Spring 2011).

Son of a Preacher Man – What Homiletics Can Teach Us About Oral Advocacy, 19 Persps. 197 (Spring 2011).

Presentations (2003 to Present)

Moderator: South Carolina Bankruptcy Practice, South Carolina Bar Association, University of South Carolina, November 2003.

Moderator: 2006 South Carolina Bankruptcy Law Annual Seminar and Convention, Savannah, Georgia, August 2006.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, February 2007.

Teaching Legal Writing in the 17th Grade: Tips for Teaching Career Students Who Fly Nonstop From First Grade to First Year, 7th Annual Rocky Mountain Legal Writing Conference, Las Vegas, NV, March 2007.

Bankruptcy Law and Credit Counseling, South Carolina Department of Consumer Affairs, Columbia, South Carolina, April 2007.

Backpack to Briefcase: Packing Essential Research and Writing Skills for Careerland, presented with Rebekah Maxwell, Carolina Legal Research and Writing Colloquium, Wake Forest University School of Law, May 2007.

The Bluebook: A Review, United States District Court for the District of South Carolina, Columbia, SC, August 2007.

Getting It Write: A Legal Writing Primer for Bankruptcy Lawyers, South Carolina Bankruptcy Law Association Annual Convention and Seminar, Asheville, NC, September 2007.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, October 2007.

Bankruptcy Issues in Predatory Lending, Panel Speaker, Palmetto Affordable Housing Forum, Columbia, SC, January 2008.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, February 2008.

Co-Dependent No More? When Teaching Becomes Enabling, presented with Professor Lisa Eichhorn, Legal Writing Institute, Indianapolis, Indiana, July 2008.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, September 2008.

Moderator: Port Security Panel Discussion, The South Carolina Journal of International Law & Business Spring 2009 Symposium, University of South Carolina School of Law, Columbia, SC, February 2009.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, February 2009.

You Can't Have One Without the Other, presented with Terrye Conroy and David Lehmann, SEAALL Annual Meeting, Athens, GA, April 17, 2009.

Drafting Shareholder Agreements, Midlands Technical College Business Law course, Columbia, SC, July 2009.

Introduction to Citation and Research (Legal Citation Review), National Advocacy Center, Columbia, SC, October 2009.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, October 2009.

Legal Citation Review, National Advocacy Center, Columbia, SC, December 2009.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, February 2010.

Panelist on Federal Clerkships, University of South Carolina School of Law, March 2010.

Going Solo in the Bankruptcy Court (3-day workshop), University of South Carolina School of Law, March 2010.

Drafting Shareholder Agreements, Midlands Technical College Business Law course, Columbia, SC July 2010.

Training for Legal Support Staff, National Advocacy Center, Columbia, SC July 2010.

Legal Writing and Analysis for Support Staff, National Advocacy Center, Columbia, SC, August 2010.

Legal Research for Paralegals, National Advocacy Center, Columbia, SC, October 2010.

Legal Writing for Pre Law, University 401 Presentation, University of South Carolina, Columbia, South Carolina, February 2011.

Legal Writing: Context, Curriculum, and Community, co-presented with Elizabeth Dalzell, SEALL Convention, Columbia, SC, April 2011.

Moderator, Kernels of Wisdom: A Panel for New Attorneys and Paralegals, South Carolina Bankruptcy Association Annual Convention and Seminar, Myrtle Beach, SC, May 2011.