

WILLIAM (SCHYLER) SULLIVAN

1515 W. New York Street
Indianapolis, IN
(317) 903-8609

EDUCATION:

Southern Illinois School of Law, Carbondale, IL *May 2019*

- Juris Doctorate

Indiana University Purdue University Indianapolis, Indianapolis, IN *Dec. 2015*

- Indiana University School of Public and Environmental Affairs: B.S. in Public Affairs Management

EXPERIENCE:

YMCA of Greater Indianapolis, *Director of Teen Programing: November 2023-February 2024*

- Evaluated teen programs, and recommended changes based on compatibility within the community, center, and Association goals. Was responsible for the development of new teen programs.
- Assisted the Financial Development Department in the identification, and writing for grant funding, and annual campaign funding to support the sustainability of teen programs.
- Goal was to select, train and supervise paid, and volunteer department staff.

Recovery Legal Group, Anderson, IN *Senior Paralegal: January 2023 to April 2023*

- Managed a large caseload, working in a fast paced environment across the United States. Spoke to 4-8 clients a day, dealing in different districts within states, and managed a team of 9 paralegals.

Neighborhood Downtown Zoning Assistance, Indianapolis, IN *Associate: September 2020 – January 2023*

- Draft petitions, work a caseload which consists of attending neighborhood meetings, appearing at hearings with the Metropolitan Development Commission, Board of Zoning Appeals, and Plat Commission.
- Create presentations to use at hearings, meet with clients either at the site or in the office to discuss project goals.
- Build relationships with City Councillors, and other local, and state officials, as well as neighbors to generate support for the filed petition.

Katz Korin Cunningham, Indianapolis, IN *Paralegal August 2019 – February 2020*

- Work as a correctional healthcare litigation paralegal assisting in brief writing and research.
- Correspond with clients and perform tasks in a paced environment with tight deadlines.
- Sat in on depositions inside prisons and work within the federal court system including settlement conferences.

Southern Illinois Law Center, Carbondale, IL *September 2018 – August 2019*

- Work as a general contractor, any aspect of case preparation.
- Draft motions, and perform discovery.
- Set up and conduct client interviews to assist firm goals

Boje, Benner, Markovich, and Hixton, Noblesville, IN *May 2018 – August 2018 Certified Legal Intern*

- Participate in every aspect of case preparation
- Conduct hearings as advised by partners
- Involved in all aspects of case preparation for seven attorneys, including family law and personal injury
- Drafted motions, demands, and interrogatories

Southern Illinois School of Law Domestic Violence Clinic, Carbondale, IL *Jan 2018 – May 2019 711 Licensed Student Advocate*

- Conduct client interviews
- Go to hearings on Plenary Orders of Protection, involved in all parts of case preparation
- Class meetings discussing domestic violence and the Illinois Domestic Violence Act
- Represented clients in initial conferences and in court on an order of protection hearing

Awards:

- Order of Barristers
- First Place Oral Advocate UC Davis School of Law Refugee and Asylum Moot Court Competition
- First Place Intramural Moot Court Competition & Best Brief Award