

# Annie M. Delva

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**Professional License** Florida Bar 1025365

## Education

**Stetson University College of Law**, Gulfport, FL

Juris Doctor *cum laude*

December 2019

GPA: Top 20%

Highest Grade Distinction, Legal Research & Writing II

Honors: Honor Roll, Phi Delta Phi, Legal Honor Society Executive Board

**Art Institute of Ft. Lauderdale**, Ft. Lauderdale, FL

Bachelor of Science, *with honors*, Fashion Merchandising

June 2010

## Languages

Haitian Creole (Fluent)

## Experience

**Legal Aid Society of Palm Beach County**, West Palm Beach, FL

Pro Bono Project Attorney

January 2021 – April 2021

- Handled client intake/interview for specific pro bono case
- Prepared for evidentiary hearings and motions hearings including witness prep
- Represented client in court and through matter resolution

**Integrity Alliance**, Tampa, FL (Remote)

Corporate Assessment Coordinator

September 2020 – February 2021

- Designed and published corporate assessment tool for large corporation company culture review
- Analyzed data, designed and hosted focus groups with corporate employees and participate in training

**United States District Court for the Southern District of TX**, McAllen, TX

Judicial Extern for the Honorable Ricardo J. Hinojosa

June 2019 – August 2019

- Researched substantive and procedural issues and drafted memoranda on various motions and orders
- Observed and assisted in hearing and trial preparation including numerous meeting with the Judge

**American Bar Association Commission on Law and Aging**, Washington, DC

Research Assistant for Volunteer Visitor Guardianship Research Project

June 2018 – August 2018

- Researched and provided updated information of ABA adult guardianship court volunteer visitor programs.
- Created, updated, and expanded chart of volunteer visitor programs and developed statement of findings

**Goldbranch Capital**, Delray Beach, FL

Senior Business Development Manager

July 2016 – July 2017

- Identified and helped to develop strategic relationships with potential clients into a strong pipeline
- Trained and led business development associates

**Edward Jones**, Palm Springs, FL

Business Office Manager

October 2010 – March 2013

- Established branch goals while maintaining and cultivating client base and provided support to the sales team
- Ensured compliance with FINRA policies, standards and regulations and maintained financial databases

**Law Office of Christine Pierre-Louis**, Boynton Beach, FL

Legal Secretary

September 2007 – January 2009

- Assisted senior partner and managed all office affairs including accounts and maintaining client files
- Assisted in preparing legal documents including briefs and pleadings and filed documents with court clerk

## Personal Interests

Tennis; Interior Décor; Volunteering; Golden Age Detective Fiction; Dance; Creative Writing; Hospitality