

Christopher James Welter
614-935-1746
cwelter@antiochcollege.edu

EDUCATION

Antioch College, Bachelor of Science, Environmental Science: French Language Concentration 2015-2019
Academic Standing/GPA

- Antioch College Dean's List: Fall 2015, Summer 2016, and Fall 2016 / GPA: 3.609

WORK EXPERIENCE

Scholl-Ashodian, LLP, Havertown, PA (M-F, 40 hours per week) October 2017- December 2017
Legal Assistant

- Compile case plans to assist with firm workflow: research state court filings, monitor case specific filings
- Draft various bankruptcy, foreclosure, and consumer protection motions, claims, objections, and other relevant documents
- Perform ongoing reception duties: greet clients, answer the phone, update court lists

Supervisor: Roger Ashodian, (610)446-6800 , rashodian@schollashodian.com (may contact for reference checks)

Antioch College, Yellow Springs, OH (M-F 15 hours per week) June 2016- October 2017
Editor-in-Chief, The Antioch Record

- Supervise and delegate tasks to editorial staff and serve as lead Teaching Assistant in Community Reporting Practicum
- Manage operating budget of over \$10,000.00 while generating revenue from advertisements and alumni subscription service
- Evaluate and edit submitted content and contribute news stories to each issue

Supervisor: Jane Foreman, (713)448-0768, jforeman@antiochcollege.edu (may contact for reference checks)

Law Office of Phillip Brigham, Chicago, IL (M-F, 40 hours per week) January 2017 – April 2017
Legal Aide

- Researched case law and financial records to draft legal documents in criminal, civil, and appellate cases
- Participated in trial preparation including pre-trial negotiation, motion filing, and case file organization
- Performed ongoing reception duties: greeted clients, answered the phone, and coordinated incoming and outgoing mail

Supervisor: Phillip Brigham, (773)782-7614, pbrigham@phillipbrighamlaw.com (may contact for reference checks)

Southeast Michigan Stewardship Coalition, Ann Arbor, MI (T,W,Th 20 hours per week) April 2016-June 2016
Intern

- Conducted preliminary research for National Science Foundation grant advocating place-based education in the sciences
- Prepared press release and managed social media platforms for annual Community Forum event
- Recorded minutes at administrative meetings along with other miscellaneous office duties

Supervisor: Ethan Lowenstein, (734)709-8044, ethan.lowenstein@emich.edu (may contact for reference checks)