

Nancy Lynn Benavides

1639 Brush Hill Road
Tallahassee, FL 32308

(850)545-7011
nbenavid@law.fsu.edu

EXPERIENCE

Associate Dean for Student Advancement & Academic Programs	5/2019 - Present
Associate Dean for Student Advancement	10/2017 – 5/2019
Associate Dean for Student Affairs	8/2004 – 10/2017
Assistant Dean for Student Affairs	11/2001 – 8/2004
Florida State University College of Law	Tallahassee, FL

As of 5/1/24, my role has expanded to now include direct oversight of the student-facing offices at the law school, including Office of Student Advancement, Office of Career Services & Professional Development, Office of Academic Success, and Office of Academic Bar Success. I also co-supervise (with the FSU Counseling Center) our part-time embedded clinician.

Directly responsible for the development and delivery of a comprehensive program of activities, events and support services to the 500+ member student body. Responsible for development and analysis of evaluative instruments to assess the effectiveness of services delivered to the student body, including programming surveys and exit interviews with graduating law students.

Developed the law school's award-winning professionalism+ program, *Raising the Bar*. This innovative professionalism program includes a mental health/wellness component, 3L mentoring program, financial responsibility planning, civic engagement, and practice areas skills development components.

Provide extensive counseling and advising services to student body on wide range of issues including, but not limited to academic planning and support, individual exit interviews with all graduating law students, bar examination preparation, wellness and wellbeing workshops, professionalism-related matters, career counseling, and similar-related academic and non-academic matters.

Directly responsible for developing, interpreting and implementing internal and external policies that affect the daily and overall operation of Office of Student Advancement and other student-facing offices and the College of Law in general; serve as a member of Admissions Committee; Scholarship Committee (chair); Admissions Readmission Subcommittee; Community Cabinet. Previously served on the Student Affairs Faculty Committee [chair]; and Bar Examination Committee (ad hoc).

Responsible for planning, implementation and oversight of all major programming events of the College of Law, including First Year Orientations, Transfer Student Orientation, Commencement, and special guest events. Primary oversight responsibilities for One-Week Orientation Program and Summer for Undergraduates Program.

Work collaboratively with a number of FSU main campus partners, including the FSU Office of Accessibility Services, the Counseling Center, FSU Police Department, FSU Foundation, Office of Financial Aid, and Office of Student Conduct and Community Standards.

Directly responsible for identifying, recommending and setting strategies and parameters for all College of Law scholarship offers to current students. Coordinate with outside organizations (Florida Bar Sections, voluntary bar association, and related organizations) to promote, nominate and select students for specific scholarship opportunities.

Advise law school's co-curricular and extracurricular student organizations on programming and budgetary issues; developed listserv of daily announcements to all students, faculty and staff. Serve as faculty advisor to multiple law student organizations and undergraduate prelaw organizations.

Serve as liaison between law school and Board of Bar Examiners; advise students and graduates on all matters concerning bar admissions and bar preparation; responsible for preparing law school responses to student application amendments and other character and fitness issues and Certificate of Dean forms.

Oversee and manage law school examination process, including scheduling and proctoring exams, communication of policies, and coordination with IT and Faculty Support Offices to ensure a smooth examination period.

Oversee the Academic Programs Office, including all aspects of bar support, academic advising, advanced legal writing, and academic oversight programs.

Serve as primary contact on Conduct Code matters, including honor code violations and grade appeals. Liaison to University's Office of Student Conduct on non-academic conduct matters.

Collaborate with the Alumni and Development Office on efforts to establish alumni network and raise funds for numerous law school events. Oversee administration of Book Award gifts, including identifying recipients and preparing recognitions each semester.

Supervise professional and support staff members in the College of Law Student Advancement, including Assistant Dean for Student Affairs, Assistant Director of Student Advancement, and Co-Curricular Programs Manager, Externships Program Assistant and PILC Program Assistant. Also supervise Associate Dean for Career Services, Assistant Dean for Academic Success, and Director of Bar Support.

Director of Summer for Undergraduates Program
Florida State University College of Law

5/2002 - 6/2008
Tallahassee, FL

Served as Director of four-week extensive academic prelaw program designed to acquaint students with the law school experience and careers in the law. During my tenure in the position, applications to the program increased by more than 950%. Secured more than \$500,000 in grant funding for program (over 6-year period) to provide supplemental funding for Summer for Undergraduates Program and increase class size to 60 students.

Created and implemented programming designed to introduce undergraduate students to the law school admissions process, including workshops on LSAT preparation, researching and evaluating law schools, and writing personal statements; expose students to variety of legal careers available with a J.D. through the introduction of attorney mentors, guest speakers, and law firm visits; and excite participants about the study of law through introduction to law classes and legal writing workshops, law school exam, and moot court oral arguments. Additional activities include visits to Florida Supreme Court; a teambuilding retreat; and group projects.

Recruited and selected law faculty to teach law class and legal writing sections. Hired, trained and managed six law students to serve as mentors to the students throughout the program. Personally advise each program participant -- both during the course of the program and in later undergraduate

and law school years in mentoring capacity, on issues ranging from academic planning and choosing a law school to career choices and bar exam preparation.

Since 2009, have maintained a primary oversight role in all aspects of the program and teach many of the skills workshops in the program.

Director of Office of Career Planning & Placement
Florida State University College of Law

9/2000 – 11/2001
Tallahassee, FL

Provided career planning and placement services for approximately 700 law students and for law school's alumni population. Directly responsible for developing, interpreting and implementing internal and external policies that affect overall operation of the Placement Office; preparing and disseminating information materials to assist in marketing the College of Law and its students and alumni to local and national employers; designing, administering and presenting a variety of career-related programming events for students; coordinating and overseeing on-campus recruitment programs; maintaining various educational and informational systems; and conducting all one-on-one counseling of students and alumni. Additional duties include, but are not limited to, producing written educational materials; coordinating off-campus recruitment programs and regional job fairs; developing outreach programs with student organizations and other law departments; representing the College of Law to the public and establishing, maintaining and enhancing relationships with a wide variety of national employers; and compiling, maintaining and analyzing a variety of statistical data on enrolled students, alumni, employers and career resources.

Law Firm Administrator
Feldesman, Tucker, Leifer, Fidell & Bank LLP

2/1999 – 9/2000
Washington, DC

Directed administration of the affairs of 50+-attorney law firm practicing in areas of health law, family, estates & trusts, military law and education law; responsibilities included direct reporting to partnership and management committees; formulating and recommending human resource policy including direct participation in attorney recruiting, hiring, training, evaluation and compensation; hiring and supervising support staff; assisting in development of long-range strategic planning; assisting in implementation of business development and marketing efforts, including website development; identifying, researching, compiling and analyzing information on market trends relating to employment, firm/practice area/attorney profitability, and attorney and staff compensation issues.

Managing Attorney/Associate/Firm Administrator
Patrick J. Christmas & Associates P.C.

9/1993 – 1/1999
Washington, DC

Managed 15-person plaintiff and medical malpractice firm; hired, trained and supervised new associates and staff; developed training and orientation programs; conducted annual performance reviews; developed tracking system for 600+ caseload; managed 50+ medical malpractice cases.

EDUCATION

University of Maryland Francis King Carey School of Law
Juris Doctor, May 1992

Baltimore, MD

PROFESSIONAL ACTIVITIES AND AFFILIATIONS

COMMITTEES:

National Organization Committees:

LexCon 24 (AccessLex) Planning Committee (2024)
ABA Accreditation Site Visit Team (University of Louisville, Brandeis School of Law, Fall 2017)
Law School Admission Council, Board of Trustees (2015-2017)
ABA Section of Legal Education and Admissions to the Bar, Member (2016-Present)
 New Associate Dean's Conference Planning Committee (2017 and 2019)
Association of American Law Schools (AALS), Member (2010-Present)
 Student Services Section, Chair (2011)
 Pro Bono and Public Service Opportunities
 Balance in Legal Education Section
 PreLegal Education and Admission to Law School
NASPA, Student Affairs Administrators in Higher Education, Member (2013-Present)
NALSAP, National Association of Law Student Affairs Professionals (2019-Present)
Association of Academic Support Educators (AASE) (2014-Present)

State/Florida Bar Committees:

Second Judicial Circuit Pro Bono Committee (2018-Present)
Florida Bar's Standing Committee on Professionalism (2008-2012)
 Chair, Training & Education Committee Working Group (2010-11)
Florida Bar's Student Education and Admission to Bar Committee (2004-Present)
Florida Bar's Recruitment and Retention Committee (2008)

University-Wide Committees:

Florida State University Fellowship Committee, Member (2003 -2009)
Florida State University Teaching Awards Committee (2006-2009)
Prelaw Advising Committee (2006-2016)
College of Law Dean Search Committee (2026, 2016)

College of Law Committees:

Community Cabinet (2019-Present)
Scholarship Committee, Chair (2002-Present)
Admissions Committee (2002-Present)
Student Affairs Faculty Committee (2002-2024, Chair)
Bar Examination Faculty Committee (2004-05; 2017)
American Bar Association/Association of American Law Schools Accreditation & Self Study
Committee (2008, 2014, 2024)
Various Senior Staff Search Committees (2002-Present)

ASSOCIATION/ORGANIZATION MEMBERSHIPS:

Maryland State Bar (Admitted 1992, *inactive status*)
District of Columbia Bar (Admitted 1995, *inactive status*)
Tallahassee Bar Association (2004 – Present)
Tallahassee Women Lawyers (2001–2023); Employment Chair (2016-2017); Mentoring Committee
(2016-2023)

District of Columbia Trial Lawyers Association (1997–2000)

TEACHING

In addition to presenting various workshops on the Florida State University campus, including the College of Law, throughout the academic year, since 2016 I have taught an FSU undergraduate course, HUM 1921, which is a seminar for undergraduate students from Bryan Hall Learning Community who are interested in pursuing careers in the law. The course includes in-depth discussion of issues students face in law school and the legal profession. There is also a mentoring component of the course that infuses the importance of professionalism, ethics and civility.

I also create the program content and teach multiple sessions/workshops during the four-week Summer for Undergraduates Program.

PRESENTATIONS

LexCon24, Panelist. *Navigating Bar Admission: Tackling Character and Fitness Challenges* (Salt Lake City, UT, November 2024)

LexCon24, Panelist. *Transitioning with Confidence: Designing Orientation Programs for 2Ls and 3Ls* (Salt Lake City, UT, November 2024)

The Florida Bar CLE, Panelist, *Why Female Lawyers Are Leaving the Practice of Law – And How to Effect Change* (Webinar, April 2024)

ABA Associate Deans Conference, Presenter, Plenary: “Collaboration, The Intersection: How Do We All Work Together?” (Chicago, IL, July 2023)

Florida State University College of Law Black Law Students Association (BLSA), Presenter, *Ten Mistakes Law Students Make on Law School Personal Statements* (January 2022)

Florida State University Phi Alpha Delta Undergraduate Chapter, Law School Admissions Panelist, (January 2022, 2023)

Florida State University College of Law Women in Prelaw Society, Presenter, *Ten Lessons Learned from the Most Successful Lawyers I Know* (November 2021)

Florida State University Phi Alpha Delta Undergraduate Chapter, End of Year Banquet Keynote Speaker (April 2020)

ABA Associate Deans Conference, Presenter, Plenary 1: Building a Culture of Communication and Cooperation Among the Associate Deans at the Law School (Chicago, IL, June 2019)

FSU College of Law Board of Visitors Meeting, Presenter, Introducing *Raising the Bar: Our New Professionalism+ Program* (Tallahassee, FL, February 2019)

Law School Admission Council (LSAC) Annual Meeting, Presenter, *Balancing Mental Health Issues in Law School and Bar Admissions* (Palm Springs, CA, June 2017)

Florida State University Honors Legal Scholars, Guest Speaker, *101 Things You Can Do with a Law Degree* (Tallahassee, FL, February 2017)

Florida State University College of Law and Henry Latimer Center for Professionalism, *The Winning Edge Presentation* (Tallahassee, FL, March 2015)

Florida State University Pre-Law Society, Guest Speaker, *10 Things I Wish I'd Known About Law School Admissions* (Tallahassee, FL, February 2016)

Law School Admission Council (LSAC) Training Program, Presenter, *Florida State University's Summer for Undergraduates Program: Co-Curricular Programming* (Las Vegas, NV, 2016, Ft. Worth, TX, 2012, Houston, TX 2011)

Florida State University Center for Exploratory Students and Career Center, Panelist, *Liberal Arts and Prelaw Panel* (Tallahassee, FL, March 2014)

Florida State University Center for Exploratory Students and Career Center, Panelist, *Liberal Arts and Prelaw Panel* (Tallahassee, FL, February 2013)

Association of American Law Schools, Presenter, *Positive Partnering, Communication and Collaboration Across the Administration* (Washington, DC, AALS Annual Meeting, Student Services Section, January 2012)

Association of American Law Schools, Program Moderator, *Managing Your Energy: The Key to Your Success* (New Orleans, LA, AALS Annual Meeting, Student Services Section, January 2010)

Zonta International, Speaker, *Women in the Legal Profession* (Tallahassee, FL, November 2009)

Southeastern Association of Law Schools, Presenter, *Florida State College of Law's Summer for Undergraduates Program* (Palm Beach, FL, SEALS Annual Meeting, July 2009)

University of Alabama, Presenter to Prelaw Students, *So You Think You Want to Go to Law School? Ten Things You Need to Know* (Tuscaloosa, AL, November 2008)

Samford University, Presenter to Prelaw Students, *So You Think You Want to Be a Lawyer? Ten Things to Consider* (Birmingham, AL, November 2008)

Phi Alpha Delta Regional Conference, Panelist, *Law School Admissions* (Tallahassee, FL, April 2008)

AWARDS

Peter Kutulakis Award Recipient, 2024 (AALS Student Services Section)

ABA Standing Committee for Professionalism Smythe E. Gambrell Recipient, 2020 (Director, Raising the Bar Professionalism+ professionalism program)

The Florida Bar Standing Committee on Professionalism Law Faculty Professionalism Award, 2019

NASPA Florida Outstanding Service to Students Award, 2014

Guardian of the Flame Faculty Award (Burning Spear), 2013

Outstanding Law School Administrator Award (Student Bar Association), 2005, 2006, 2007

Florida State University Undergraduate Advising Award, 2005

