

# DeVonne Noel Austin

## EDUCATION

**Roger Williams University School of Law, Bristol, RI**  
Juris Doctorate, May 2017

**University of New Mexico, Albuquerque, NM**  
Master of Public Administration, May 2013

**Stephen F. Austin University, Nacogdoches, TX**  
Bachelor of Arts, Public Administration & Criminal Justice Law Enforcement, May 2010

## PROFESSIONAL EXPERIENCE

**Mike's Mile Foundation** Denver, CO  
*Program Director* June 2017 – October 2021

Conducted research using software to draft documents to advise on policy direction including implementation and evaluation. Developed goals and objectives for Colorado-based programs. Designed strategies for organizational outreach and funding opportunities. Drafted and submitted requests for the program's budget and fiscal needs. Allocated resources to implement programs and evaluated performance measures and outcomes.

**Mike's Mile Foundation** Albuquerque, NM  
*Program Manager* Jan. 2013 – Aug. 2014

Implemented mentoring, instruction, leadership and education programs. Interacted effectively and professionally with administration, and community stakeholders including local agencies to achieve programs objectives. Conducted research and outreach and drafted reports for feedback for program evaluation.

## LEGAL EXPERIENCE

**Office of the Public Defender 15<sup>th</sup> Judicial Circuit** West Palm Beach, FL  
*Felony Division Intern* Jan. 2017 – Apr. 2017

Drafted legal documents for trial and appeals. Conducted legal research, attended depositions and trials.

**Rhode Island Senate Policy Office** Providence, RI  
*Policy Intern* April 2016 – Sept. 2016

Published policy resolutions and created commissions. Summarized policy talking points for Senator's and attended Senate floor hearings. Worked with commissions in agriculture, labor, health, education and public welfare. Gained a familiarity with administrative, environmental, and natural resource law.

**Rhode Island Legal Services** Providence, RI  
*Equal Justice Works Associate* June 2015 – Aug. 2015

## SKILLS

Trained in Legal Drafting, Grant Writing, Contract Drafting, Quantitative and Qualitative Research, Excel, Trial Works, Mediation, PeopleSoft, STAC System, Showcase, SPSS, and Microsoft Office for PC and MAC. WPM 53. AED/CPR Certified.