

JAMES RAYMOND MILLER

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EDUCATION

The University of Iowa, College of Law

Juris Doctor candidate

GPA: 3.49

Activities:

Board Positions: Equal Justice Foundation, 1L Representative; National Lawyers' Guild, 1L Representative
Committees: Graduate and Professional Student Government, Government Relations Committee
Pro-Bono Society Member, Fall 2022

Iowa City, Iowa

May 2025

University of Northern Iowa

Bachelor of Arts in Philosophy; Program Certificate in Computer Science

Cedar Falls, Iowa

May 2018

EXPERIENCE

Citizen Lawyer Program, Pro Bono Project

Iowa Supreme Court Access to Justice Commission Volunteer

- Research legal programs to help increase access to legal services for underrepresented communities in Iowa

Iowa City, Iowa

1L Year, 2022 – 2023

Ahlers & Cooney, P.C.

Public Finance Paralegal

- Facilitated the financing of public sector projects by drafting required proceedings and managing and tracking the progress of bond sales and bid letting for municipal clients
- Ensured client compliance with state and federal tax code by drafting due diligence requests and performing preliminary reviews of due diligence responses from client

Des Moines, Iowa

September 2020 – August 2022

Pearson Bollman Law

Estate Planning Paralegal

- Drafted wills, revocable trusts, supplemental needs trusts, ancillary documents, and deeds for clients

IT Systems Administrator

- Managed the firm's computer systems, ensuring best security practices, and performed tech support

West Des Moines, Iowa

July 2019 – September 2020

July 2019 – September 2020

DLL Finance Group

In-House Paralegal (Temporary)

- Updated legal forms for company-wide use and managed hundreds of business licenses for six corporate entities spanning all 50 states, Puerto Rico, and the Virgin Islands to ensure compliance

Johnston, Iowa

January 2019 – July 2019

Let America Vote

Deputy Field Organizer (Internship)

- Performed volunteer recruitment, trained and managed volunteers to ensure they were advancing our group's goals, and improved visibility for the candidates, voter engagement, and voter education

Des Moines, Iowa

June 2018 – August 2018

The Sayer Law Group, P.C.

Property Law/Real Estate Legal Assistant

- Managed dozens of foreclosure and title issue files per month, spanning properties in nine states, document preparation, editing, review, and filing/recording, and created firm forms and templates

Waterloo, Iowa

May 2016 – June 2018

VOLUNTEERING AND COMMUNITY ENGAGEMENT

Ahlers & Cooney: Diversity and Inclusion Committee Member, March 2021 – August 2022

Cedar Valley Rotary Club: Member, 2017 – 2018

Sayer Law Group: Founding Member of Community Outreach Committee, 2016 – 2018

Group organizer and participant in monthly volunteering at the Cedar Valley Food Bank, 2017 – 2018

Team Leader - American Heart Association's Cedar Valley Heart Walk, 2017 & 2018

Sayer Law Group Volunteer of the Year, 2017