



Equal justice starts here.

September 3, 2013

Dan Ruben
Equal Justice America
13549 E. Boundary Rd.
Building II Suite 204
Midlothian, VA 23112

Via email to: katie@equaljusticeamerica.org

In re: Jordan Levey

Dear Mr. Ruben,

I am writing to comment on Jordan Levey's summer 2013 fellowship. I am a supervisory attorney in the Children and Families Practice Group at LAF (Legal Assistance Foundation) and I supervised Jordan this summer when she was a law clerk at LAF. LAF is the largest provider of free civil legal services to low income and elderly residents of Cook County, Illinois.

Jordan started work for LAF in May 2013 and was an immediate asset to our practice group. She jumped right in and assisted the attorneys in all aspects from interviewing and advising clients, drafting pleadings and briefs, preparing for depositions and hearings, and handling court appearances. It was clear that she was a natural for the work. Jordan has a very approachable manner and interacts with clients in a professional and courteous but comfortable way. I could always trust that our clients would be treated with respect and given great service when they worked with her.

Jordan is very thorough in her work and produces a very high quality product. Because of this feature, Jordan was called upon by every attorney in the office for assistance. She is reliable, and she works efficiently. Jordan is also very versatile-- along with her skills with clients, she is also writes very well. Jordan could handle every task thrown at her and quickly became a valuable member of our project.

Jordan also obviously enjoyed working with clients. I was very pleased with the way she handled all aspects of client interaction from interviews to advice and drafting pleadings and preparing clients for court. She worked very well with needy and demanding clients and was patient and diligent.

Jordan works hard and is very self-motivated. When she asks questions, they are well thought out and only after doing her own investigation. Jordan never waits for work to be handed to her—she regularly sought out assignments and opportunities to learn. Jordan showed great enthusiasm for our work and is clearly committed to representing domestic relations clients. She approached every assignment with a great attitude and was always available to help. On a more personal note, Jordan was funny and a real pleasure to have around.

If there are further questions about Jordan's skills or my experience with her, please don't hesitate to contact me.

Sincerely,



Katherine W. Shank
Supervisory Attorney
312.347.8335
kshank@lafchicago.org