



Slingshot Legal Services

Proudly offers full-service assistance with:

- Mediation Services
- Paralegal Services

Visit www.SlingshotLegal.com for testimonials, references and much more!

Mediation Services

Slingshot Legal Services offers our clients expertise in mediation services while providing clients a safe and comfortable environment in resolving disputes among both individual and business clients. As a full-service mediation provider, we provide virtual and on-site support.

Slingshot Legal Services handles a wide variety of disputes, specializing in, but not limited to:

- Business-to-Business
- Construction
- Real Estate
- Landlord/Tenant
- Neighbor-to-Neighbor
- Contract
- Divorce
- Estate
- Employment
- Child Custody, Support, and Parenting Time

A Mediators role is to:

- Provide a safe space where the parties can openly and honestly discuss difficult topics without reservation or fear.
- Help all parties to collaborate and think outside of the box to find creative solutions to resolve their present conflict.
- Follow up with all parties to check in and see how things are progressing since the mediation concluded, and collectively decide if any additional follow-up is necessary.

Paralegal Services

Slingshot Legal Services has been providing quality on-demand, senior-level paralegal support in a wide range of practice areas since 2015. With over **32-years** experience in numerous aspects of law, our clients can rest assured that they are in good hands when they utilize our services.

As a full-service paralegal firm, Slingshot Legal Services legal possesses strong work ethics and exceptional problem-solving skills handling a wide variety of disputes, specializing in, but not limited to:

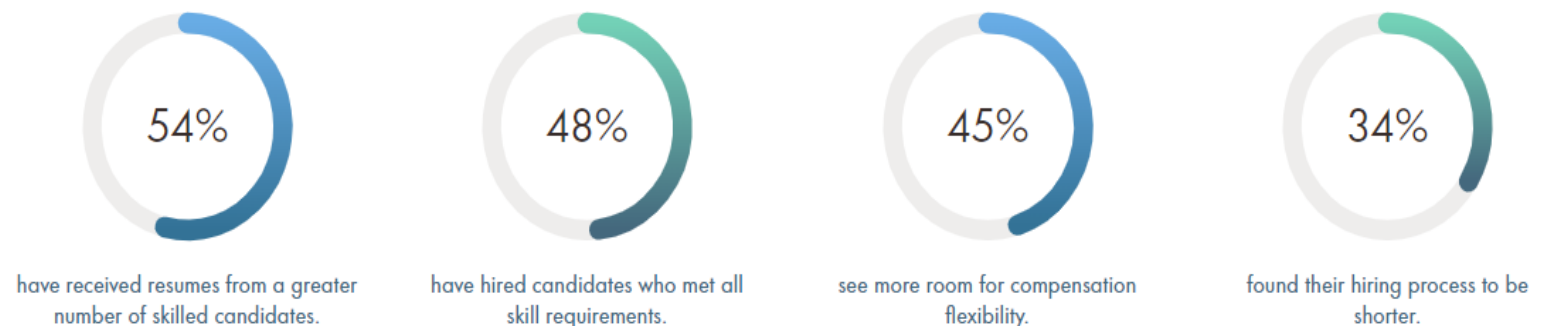
- Preparation of complaints
- Document requests and responses
- Notice of depositions
- Subpoenas
- Interrogatories and response to interrogatories
- Motion to compel and response to motion to compel
- Preparation of contracts
- Demand notices
- Cease and desist notices
- Breach of contract notices
- Collection notices
- Construction lien documents
- Landlord/Tenant documents
- Employee handbooks
- Divorce documents including QDRO's, settlement and termination agreements
- Conduct construction site inspections
- Debtor examinations
- Deposition attendance
- Mediation
- Arbitration
- Trial support

The High Cost of Doing Business

Whether you are a solo practitioner, small, medium or large firm, the most substantial costs associated with running the business are your daily overhead costs.

These overhead costs not only include the costs of providing office space and/or remote offices for your staff, but also include employee salaries, legally required benefits (social security, Medicare, federal and state unemployment insurance, and Workers' Compensation), paid time off, bonuses, holiday pay, retirement savings plans, health, life and/or disability insurance, among others. With costs continuing to rise across the board, having a contract paralegal and a contract mediator on board can make all the financial difference.

Employers share the biggest benefits of hiring remote talent:*



*Multiple responses were permitted.

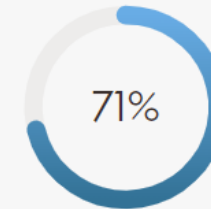
Contract Workers: A New Way to Grow!

Substantial Savings!

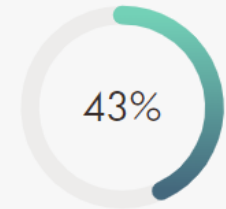
- **NO** benefits of any kind are required, resulting in substantial savings on overhead costs each year.
- No hourly minimums or contract commitments.
- Assignment duration can be short term or open-ended - there are no minimum or maximum time requirements.
- Slingshot Legal Services does not charge its clients for use of office space or office equipment (computers, printers, phones, etc.).
- The only expense our clients incur is the salary to compensate us for the services we are hired to do for your firm.

Savvy employers embrace flexible workforces

- Companies are bringing in more contract professionals to support their core teams and keep up with customer demand and the accelerated pace of business.
- This model also favors professionals who prefer contract work and are eager to help businesses quickly get back up to speed.
- Many businesses are benefiting from managed services arrangements with an outside provider that offers a combination of consulting methodologies and operational talent, a cost-effective solution for these firms' skills and scalability needs.



of companies expect to increase their use of contract talent in 2022.



of companies use contract professionals as the majority of their staff.



Shawn Stanley, President

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- (503) 956-6629 •
- www.slingshotlegal.com •

OBJECTIVE

Seeking to provide new clients with exceptional mediation services that utilize my 32 years of mediation experience, specialized understanding of multi-party mediation and litigation disputes, and consistent ability to build and maintain satisfactory client relationships and confidentiality. Slingshot Legal Services strives to provide tailored mediation services to our diverse, multi-industry clientele in need of effective conflict resolution. With a practice model that values trust, integrity, and a commitment to the client's unique needs, SLS stands on the foundation of widespread rapport and respect that we have built with our clients over many years of practice.

MEDIATION AND ADDITIONAL SERVICES

- Contract Negotiations and Disputes
- Union Negotiations and Disputes
- Commercial and Residential (Landlord/Tenant) Disputes
- Family Law Disputes (Divorce, Child Custody, Real Estate Conflicts)
- Construction Disputes
- Internal Corporate Disputes
- Public Speaking and Educational Seminar Presenting
- Extensive Experience with Relativity, Summation, FileSite and Clio
- Construction Contractor Board Disputes
- BOLI, OSHA, and SAIF Disputes
- Property and Real Estate Disputes
- 2-5 Party Mediations
- Client Representation in Private Arbitration Proceedings (ORS 36.670)

PROFESSIONAL EXPERIENCE

Slingshot Legal Services - Mediation & Paralegal Services - *President*

May 2015-Present

- Mediate 2-5-party disputes covering diverse conflicts within Construction, Family, Corporate, and other legal disciplines, including contract resolution, familial conflict, and landlord/tenant disputes for successful, expedient, and balanced resolutions.
- Identify dynamic and individualized needs of all parties involved in mediation to better understand diverse perspectives and develop innovative strategies for conflict resolution while maintaining neutrality.
- Manage all client engagement prior to, during, and after mediation cases to ensure effective communication with clients.
- Determine effective strategies to develop a business model focused on integrating the needs of community stakeholders into practice and policy to develop a strong network of clients.

Schwabe, Williamson & Wyatt, PC
Senior Paralegal-Construction Services

Jan 2004-April 2015

- Maintained comprehensive communication with clients to ensure clarity and build a client-focused experience for an extensive case load.
- Consulted with clients prior to mediations, arbitrations, trials, and other legal processes and prepared witnesses and attorneys with essential information of each case and parties involved.
- Attended trials and assisted counsel in a variety of cross-discipline trials.
- Completed extensive paralegal duties pertaining to the management and oversight of project assistants and junior paralegals, prepared complaints and notebooks prior to all proceedings, assisted in replying to complaints, subpoenas and liens, and participated in on-site inspections of construction defects.

Tarlow Jordan & Schrader/ Tarlow, Naito & Summers
Senior Paralegal

Mar 1997-Dec 2003

- Engaged with and debriefed clients, witnesses, and attorneys in preparation for arbitrations, mediations, hearings, and trials and prepared all related notebooks and documents.
- Coordinated meetings with clients regarding individual needs and expectations related to construction issues, defects, and other conflicts.
- Performed a variety of paralegal duties pertaining to the drafting and preparation of necessary documents for various attorneys, assisting attorneys in trial preparation, and conducting all aspects of discovery.

Bogle & Gates, PLLC
Legal Assistant/Paralegal

Jan 1990-Mar 1997

- Conducted client interviews to establish a working relationship and discern client needs prior to meeting with attorneys.
- Assisted in preparing attorneys for trials, hearings, arbitrations, mediations and closings.
- Prepared and drafted legal documents for various attorneys and performed public notary duties as needed.
- Reviewed discovery findings, prepared exhibits, and organized and maintained extensive case files.

PROFESSIONAL AFFILIATIONS - PAST AND PRESENT

- LeTip International, Inc. Sellwood Chapter-Ethics Chair
- Oregon Mediation Association
- Home Builders Association of Metro Portland
- Mediate.com Member (Practitioner Mediator)
- ESB Certified, Certification Office for Business Inclusion & Diversity for the State of Oregon
- Preferred Mediator for CLC, Inc. (OR, WA, ID, CA, MT & AK)
- Member- Portland Elks Lodge - Milwaukie Chapter

EDUCATION EXPERIENCE

Bachelor of Science-Psychology and Sociology • Portland State University
Graduate Studies-Conflict Resolution • Portland State University



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OBJECTIVE

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PARALEGAL SERVICES

- Construction/Judgment Lien Preparation
- Lien Notice Preparation and Delivery
- Lien Negotiation
- Commercial/Residential Site Inspections
- Extensive experience with Relativity, Summation, FileSite, and other eDiscovery systems as well as Clio
- Preparation of all Requested Pleadings
- Contract Preparation
- Preparation of all Real Estate Forms
- Preparation of all Necessary Garnishment forms
- Jury Selection Assistance
- Deposition, Mediation, Arbitration, and Trial Attendance
- Public Speaking and Educational Seminar Presenting
- Preparation of all Divorce Documents (including QDRO's)
- Process Service Specialist

PROFESSIONAL EXPERIENCE

Slingshot Legal Services - Mediation & Paralegal Services
President

May 2015 - Present

- Manage client engagement and assist in facilitating multi-discipline conflict cases, preparing clients for depositions, hearings, trials, and other dispute resolution processes under direct supervision of a licensed attorney.
- Compile key data for discoveries, review contracts for preparation, and prepare all pleadings, including complaints, answers, and discovery pleadings, under direct supervision of a licensed attorney.
- Conduct construction lien preparation/post-lien notices, debtor examinations, property traces, and the preparation of demand notices, as well as detailed research of all parties involved in mediation cases.
- Develop and exercise specialized knowledge of construction litigation support pertaining to construction management, contract reviews, site visits, and reviewing key documents.
- Attend hearings and trials while assisting in the preparation of mediation and arbitration.
- Assist clients in small-claim filings and provide public notary services pertaining to confidential documents.

Schwabe, Williamson & Wyatt, PC

Jan 2004 - April 2015

Senior Paralegal - Construction Services

- Maintained comprehensive communication with clients to ensure clarity and build a client-focused experience for an extensive case load.
- Prepared and drafted all notebooks prior to proceedings, a diverse range of complaints (breach of contract, lien foreclosures, quantum meruit, and more), as well as assisted in drafting answers to complaints (subpoenas, construction liens, and post-lien notices).
- Coordinated and performed all levels of discovery for a diverse clientele.
- Attended and conducted extensive construction-site inspections to determine defects and noncompliant conditions, consulting construction experts to determine noncompliance.
- Served as point of contact for clients prior to depositions, hearings, trials, arbitrations, and mediations and prepared attorneys and witnesses according to each case's needs.
- Attended and assisted counsel during a variety of trials across legal disciplines.

Tarlow, Jordan & Schrader/Tarlow, Naito & Summers

Mar 1997 - Dec 2003

Senior Paralegal

- Served a variety of attorneys across legal disciplines to prepare Full Cycle files for summons, complaints, answers, interrogatories, requests for production, appeals, and any post-trial proceedings.
- Prepared and prioritized all trial notebooks and exhibits, including all needed demonstrative exhibits, and assisted attorneys with all other aspects of trial preparation, research and documentation.
- Coordinated and performed all levels of discovery with a special focus on reviewing client documents for privilege and relevancy to individual proceedings.
- Served as point of contact for clients regarding construction issues/defects and debriefed clients, witnesses, and attorneys concerning hearings, trials, and other legal proceedings.

Bogle & Gates, PLLC

Jan 1990 - Mar 1997

Legal Assistant/Paralegal

- Assisted attorneys in preparation for trials, hearings, and closings, prepared indexes
- Drafted a diverse range of legal documents for attorneys across multiple legal disciplines and performed public notary duties upon request.
- Reviewed discovery findings, prepared exhibits, and organized and maintained case files.
- Served as point of contact for clients and conducted interviews prior to attorney meetings.

PROFESSIONAL AFFILIATIONS - PAST & PRESENT

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