

Janet L. Holt
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EDUCATION

GEORGETOWN UNIVERSITY LAW CENTER, Washington, D.C.
L.L.M., International and Comparative Law, *with distinction* Feb., 1997

HAMLIN UNIVERSITY SCHOOL OF LAW, St. Paul, MN
J. D., *cum laude*, May, 1981

LONDON SCHOOL OF ECONOMICS, London, England
Summer Certificate Program in International Law, 1980

UNIVERSITY OF WISCONSIN-MADISON
Bachelor of Science, Consumer Sciences, 1977

HONORS

Silver Gavel Honor Society, Hamline University School of Law, 1981
Awarded to graduates in the top ten percent of the class

Law Review, Hamline University School of Law, 1979

Academic Scholarship, Hamline University School of Law, 1978

American Jurisprudence Awards, Real Property and Torts, 1978

National Merit Scholarship Award, 1972

EXPERIENCE

Real Estate Broker/Owner
Holt for Homes, Inc.

May 2014 - Present

Janet opened her own firm serving the greater Fredericksburg and Stafford areas in 2014. Janet has been a licensed realtor in Virginia since 1999 and obtained her Virginia Broker's license in 2002. She was a licensed **Real Estate Broker** in the State of Minnesota, 1983-1992

Associate Editor

Oct. 2000-Oct. 2002

Association of Trial Lawyers of America, Washington, D.C.

Responsible for editing TRIAL magazine, an association publication delivered to the largest organization of trial lawyers in the U.S. Solicited and edited contributions from authors on a variety of legal topics and saw them through the production process. Also wrote 1-2 articles per month on current legal topics.

Adjunct Faculty

Georgetown University, Washington, D.C.

May 1996 - 2006

Taught core legal courses in Georgetown's post-baccalaureate certificate program for legal assistants, including *international law*, *legal research and writing*, *advanced legal writing*, *real property*, *contract law*, *constitutional law* and *ethics*.

Editor

Lexis-Nexis, Dayton, Ohio

January 2000-July 2000

As a home-based legal editor, prepared case law summaries for Lexis-Nexis' retrospective project, analyzing and placing into electronically searchable format cases from all jurisdictions and in all areas of law, with emphasis on the United States Supreme Court.

Assistant Professor

University of Maryland, Baltimore City Community College

Aug. 1997-June 1999

Legal Assistant Program

Taught core legal courses and electives, including *introduction to law*, *legal writing*, *ethics*, *real property*, *office practice*, *business organizations*, and *civil litigation*, in both Associate's degree and Certificate programs. Created and taught new course in computer assisted legal research, including *Westlaw*, *Lexis* and web-based systems. Oversaw upgrade of library collection to conform to ABA standards. Responsible for student advisement. Awarded "Faculty of the Year" by the student body.

Training Director

Aug. 1993 -Aug. 1994

The **Home Ownership Center**, St. Paul, MN, is a non-profit corp. formed by lenders to implement the federal Community Reinvestment Act by enabling low and moderate income people to become home owners. As sole ed. specialist on staff, designed, produced and delivered comprehensive programs, including all aspects of *real estate practice, financing, Fair Housing laws*, and *mortgage lending practices and regulations*. Responsible for in-house production of all materials, including graphics and disc-based presentations. Also co-ordinated networking and outreach functions, working with the *Mortgage Bankers Association, FNMA, FHLMC*, and government officials from many states. Designed and produced curriculum and materials for educational sessions for potential home buyers conducted by community organizations.

Consultant and Instructor

May 1984-Aug. 1994

Under contract with **ProSource Educational Services**, St. Paul, MN, wrote curriculum and materials and delivered training to real estate and legal professionals in many aspects of *real estate practice*, including *contract law* and documentation, *financing and banking practices and regulations, agency law*, federal and state *Fair Housing*, sales presentations, *appraisal*, and closing procedures and regulations, including *RESPA*.

Senior Education Specialist

West Publishing, St. Paul, MN

1991

Developed and delivered training programs for a national staff of 250 account representatives for West's *WESTLAW* computer-assisted legal research service. Re-designed initial training program, wrote manuals and created graphic conceptals. Designed and delivered disc-based training using Macintosh desktop publishing systems. Integrated sales and communications training into the curriculum. Created advanced training curricula and materials on special topics including *real property, securities, bankruptcy*, and *intellectual property*.

Adjunct Professor

1983-1985

Department of Business Administration, **University of St. Thomas**, St. Paul, MN. Replaced a tenured faculty member during two year sabbatical, teaching business law to upperclass undergraduates, primarily accounting students preparing for the CPA exam. Topics included *real property, contract law, torts, sales, commercial paper, creditor-debtor relations, corporations* and *agency law*.

Attorney

1981-1983

Practice with the **land use planning and real estate department** of 70+ attorney firm Larkin, Hoffman, Daly and Lindgren, Ltd., Minneapolis, MN, and Washington, D.C., (until 1983) included representation of developers, major lenders, and individuals in commercial and residential property acquisitions and sales, negotiation and drafting of development and financing agreements and documentation, all related title matters, closings, and foreclosures. Responsible for major clients. **Sole practice** after leaving the firm included representation of individuals and small to medium size businesses, primarily construction companies, including general and sub-contractors.

ACTIVITIES

Member, Fredericksburg Area Chamber of Commerce

Member, National, VA, and Fredericksburg area Realtors' Associations

Member, VA Womens' Council of Realtors

Member, Aquia Evening Lions

Member and volunteer, Historic Fredericksburg Foundation

Member, Fredericksburg Area Museum and Cultural Center