

SHARON J. CROOKS, K.C. LLM, PM, C-ARB

e-mail: sjcrooks@conflictsolutionsinc.ca

CURRICULUM VITAE

BAR MEMBERSHIP (32+ YEARS)

- 1) Alberta, Canada (June, 2000)
- 1) Ontario, Canada (Feb, 1991)
- 2) New York, USA (Jan, 1989)

PERSONAL

Canadian Citizen
Irish Citizen (EEC Passport)

EMPLOYMENT

**OWNER AND SENIOR ADR PROFESSIONAL
TRAUMA INFORMED CONFLICT SOLUTIONS INC.**

SEPT'22- CURRENT

As the owner and manager of this trauma informed alternative dispute resolution [ADR] company I oversee the administrative and personnel requirements. I also provide trainings on trauma and ADR, and conducted many of the mediations, arbitrations, med/arb's, parenting coordination and coaching ADR services offered. This company provides ADR services to lawyers and their clients, to unrepresented people and to companies.

**MANAGING PARTNER ROWANOAK LAW OFFICE
*Legal Aid Society of Alberta***

**OCT '02 – SEP '22
*Red Deer, AB, CANADA***

As the managing partner of a 2 partner, 6 associate office in Sylvan Lake I oversaw all aspects of the administration of the firm. The firm had a broad general practice including real estate, commercial, litigation, family, child welfare, children's law, criminal and estate work. Until 2020 I carried a full case load of files including matters of divorce, family, and wills and estates. I also represent children through LRCY as section 112 counsel and as appointed by the court and / or the parties in high conflict family matters. From 2020 to 2022 I stopped litigating and focused my practice on Mediation / Arbitration [ADR work], Collaborative Law and LRCY [children's work].

**SENIOR CIVIL STAFF COUNSEL
*Legal Aid Society of Alberta***

**JUNE '00 - OCT '02
*Red Deer, AB, CANADA***

As senior Staff Counsel, I set up and then managed the Central Alberta Law Office, a project of the Legal Aid Society of Alberta. This office employed 3 lawyers practicing both civil and criminal law and includes several support staff. My case load included matters of civil litigation primarily in the areas of family, child welfare, divorce, and miscellaneous other civil matters. The office also operated a walk-in legal clinic and I functioned as duty counsel for the mandatory statutory review of Emergency Protection Orders granted in Central Alberta. I worked with the local Justices to develop a format for those orders.

DIRECTOR
International Seminar & Information Services
Ottawa, ON, CANADA

JAN'98-DEC'99

I provided international and business consulting to government and private sector clients. In addition to providing general corporate, commercial advice this often-included detailed information respecting financial havens and their regulatory structures (Caribbean, European, Asian etc.,) offshore corporate and trust structuring as well as cross-border legal issues for various business and government entities. I have also consulted with the RCMP and given seminars for them on offshore structuring and money laundering. This was a private company and provided services on a consulting basis.

SENIOR TRUST AND LEGAL OFFICER
The Newport Pacific Group

APR'95-NOV'97
Various, CANADA

Duties focused on providing international facilities to high-net-worth clients in the form of offshore structures including asset protection trusts, foreign corporations and foreign bank and investment accounts for personal and business applications. I also assisted individuals in obtaining second citizenships in selected countries having accessible and lawful citizenship programs. I was responsible for advising clients on the suitability of various vehicles in a range of jurisdictions including the desirability of tax havens and/or tax treaties for particular applications. Extensive drafting was performed. I also acted as a Senior Trust Officer for two of the corporation's affiliated foreign trust companies in Nevis and Belize. Reporting directly to the Chief Legal Officer I supervised a small staff of junior legal officers and support personnel.

LEGAL COUNSEL
Department of Justice, International Assistance Group

YEARS EMPLOYED (MAY'94-APR'95)
Ottawa, ON, CANADA

This position involved assessing the sufficiency of evidence presented by Canadian counsel in support of outgoing extradition requests as well as evidence submitted by other countries in support of their extradition requests. An integral part of this work included the provision of detailed legal opinions to the Minister of Justice on extradition requests from foreign legal personnel and police agencies. This entailed a thorough understanding of conflicts law and cross-border legal issues. Finally, I was also involved in coordinating incoming and outgoing mutual legal assistance requests from North America, Asia, and Europe.

LEGAL CONSULTANT (SECONDMENT)
United Nations Commission of Experts (UNCOE)

YEARS EMPLOYED (FEB'94-MAR'94)
Various, Former YUGOSLAVIA

I was recruited, as a legal expert to participate in the UNCOE Sexual Assault Mission conducted in the former Yugoslavia. As one of the senior legal consultants on this project I was involved in negotiations with international and local NGO's, other special interest groups and local governments to locate potential witnesses. In addition, to the negotiation, location and interviewing of victims of sexual assault and other war crimes, I was responsible for the operation and supervision of 3 of the 11 interdisciplinary teams operating as part of this mission.

LEGAL COUNSEL

***Department of Justice, Crimes Against Humanity
and War Crimes Section***

YEARS EMPLOYED (AUG'92-MAY'94)

Ottawa, ON, CANADA

My duties in Canada included working with an interdisciplinary team of lawyers, police officers, and historians in investigating complex cases of WWII War Crimes and Crimes Against Humanity in Eastern Europe. I was responsible for organizing and coordinating our teams foreign witness interview trips, participating in the witness interviews and production of detailed evaluations of the evidence gathered. In assessing the investigative direction and litigation potential of cases I reviewed all evidence, wrote interim reports, and eventually produced a detailed recommendation to the Minister of Justice respecting the criminal prosecution and/or denaturalization possibilities. In Europe I negotiated with foreign government officials, police and procurators respecting the gathering of evidence from foreign witnesses and was involved in the development and application of Canada's Memorandum[s] of Understanding with various foreign governments. This job required significant negotiation/mediation skills and a detailed knowledge of international and domestic criminal law as well as immigration and citizenship law.

DIRECTOR OF LEGAL SERVICES

The Children's Aid Society of Hamilton-Wentworth

YEARS EMPLOYED (MAY'91-AUG'92)

Hamilton, ON, CANADA

As one of 5 directors of the Society I reported directly to the Managing Director and was involved in administering a \$12 million plus budget. I supervised 3 support staff, 2 in-house lawyers as well as 5 senior counsel doing contract work for my department. This position provided broad management experience, extensive interdisciplinary community involvement, mediation/facilitation, and an extensive and varied litigation practice involving ongoing liaison with the Justices at the Unified Family Court.

Management Responsibility: providing legal advice to management; report writing; budget projections; legal training for social workers and child abuse police officers; involvement in case management decisions; assignment and supervision of litigation and other tasks; revision and updating of agency legal policy and procedures; hiring and training of legal and support staff; communicating with union representatives and assisting the Director of Human Resources in administering the labour contract; and acting as the first stage in the grievance procedure.

Litigation Responsibility: managing all of the Society's applications going before the Court; negotiation and mediation; conducting numerous complex and lengthy trials; providing legal advice to the Services Department and case specific directions to individual social workers; interviewing children, young adults and parents respecting sexual, physical and mental abuse; liaising with the Courts, the Police Child Abuse Unit, the Official Guardian's Office and the Crown's office respecting certain high profile cases; and the preparation of child witnesses for criminal court.

ASSOCIATE / ARTICLED CLERK
Borden & Elliot

YEARS EMPLOYED (SEP'89 –MAY'91)
Toronto, ON, CANADA

I re-qualified with this Bay Street firm when I returned to Canada from New York. While technically completing my provincial articles, much of my time here was spent on a high profile thirty-million-dollar commercial case with Senior Counsel. I conducted witness interviews, discoveries, organized/assessed the production of technical information for court, researched a number of commercial legal issues and attended at a 12-week trial.

ASSOCIATE
Purrington, McConnell & Agus

YEARS EMPLOYED (MAY'88-SEP'89)
New York, NY, USA

Working with this boutique Wall Street firm and later with the spin-off firm of *Agus & Hatem*, I carried a case load of 150-200 active litigation files and was responsible for the negotiation, mediation, settlement, pleadings, arbitration, and litigation of my case load. The cases involved admiralty, aviation, international corporate and commercial (including letters of credit), insurance, trade, finance, and banking law. I appeared regularly in the State and Federal Courts in and around Manhattan.

VOLUNTEER / NON-PROFIT POSITIONS

Member FMC Family Mediation Canada (2020 – Current)

Member ADRIA Alternative Dispute Resolution Institute of Alberta P-Arb (2020 – C)

Chair / Member AFMS Alberta Family Mediation Society (2013 – current)

Member Red Deer City Policing Services Committee (Fall 2005 – 2007)

Member of the Red Deer Collaborative Law Group (Spring 2003 to current)

Member Sylvan Lake Rotary Club (Fall 2002 to 2016)

Member Sylvan Lake Chamber of Commerce (Fall 2002 to 2016)

Lodging Coordinator for Emergency Services Committee, Red Deer City (2001-2009)

Member DRVIC Domestic-Relationship Violence Initiative Committee (2001-2009)

Co-Chair Crisis Center in Red Deer (Fall 2000-2009 - formerly Central Alberta Sexual Assault Center)

Member Central Alberta Bar Association (Summer 2000 to current, past executive)

TEACHING

FMC Live – co-host on livestream which interviews professionals about their Trauma Informed Practice (Family Mediation Canada)

Webinar presentations/Panelist on Child Welfare Mediation; Children's Rights; Trauma Informed Practice; Mediation and Med-Arb; New Divorce Act; etc.

Speaker/Panelist on Family Violence and Emergency Protection Orders for various groups throughout Central Alberta (2001 – 2015)

Speaker/Panelist on LESA Child Welfare Boot Camp (March 2010)

EDUCATION (COURSE LIST FOR CONTINUING LEGAL AND ADR TRAINING AVAILABLE ON REQUEST)

LL.M <i>University College, University of London</i> Master's degree in International Commercial Law.	YEARS ATTENDED (1987 - 88) <i>London, ENGLAND</i> VP/Founding Member of the Postgraduate Law Society.
LL.B <i>University of Alberta, Faculty of Law</i>	YEARS ATTENDED (1984 - 87) <i>Edmonton, AB, CANADA</i>
INTERNATIONAL LAW COURSES <i>University of Aix-en-Provence, Faculty of Law</i>	YEARS ATTENDED (SUMMER 1986) <i>Aix-en-Provence, FRANCE</i>
INTERNATIONAL LAW COURSES <i>Downing College, Cambridge University</i>	YEARS ATTENDED (SUMMER 1985) <i>Cambridge, ENGLAND</i>
B.A. <i>University of Winnipeg, Faculty of Arts</i> Double majors in Criminology and Psychology.	YEARS ATTENDED (1981 - 84) <i>Winnipeg, MB, CANADA</i>

REFERENCES AVAILABLE ON REQUEST