

Alexandra Marchosky
Madison Environmental Group, Inc.

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Education

J.D. Columbia Law School. 2003.
B.A. Northwestern University. 1998.

Professional Experience

- 2008- **Madison Environmental Group, Inc.** Madison, Wisconsin
Project Assistant. Provides sustainability consulting support, including data collection, green materials sourcing, secondary research, and corporate sustainability reporting.
- 2006-2008 **The Next Level: Coaching for Excellence, LLC**, New York, NY
Founder. Designed and delivered programs to help attorneys develop effective writing and business skills, including “The Elements of Good Writing” and “E-Mail Etiquette” seminars and individual coaching in writing.
- 2007-2008 **Framework: CR**, Wilton, CT
Project-Based Associate. Drafted corporate responsibility reports. Collected information and data for reports. Conducted critical review of report drafts in comparison to GRI guidelines and competitors’ reports. Advised on potential legal risks related to report disclosures.
- 2007-2008 **Eco-Coach**, Washington, D.C.
Project-Based Associate. Helped local businesses develop environmentally beneficial business practices. Conducted eco-audits of current operations and suggested energy, water, and waste saving changes. Researched and recommended environmentally friendly service providers and materials. Prepared and delivered workshops showing individuals how to conserve resources and implement other sustainable practices at home and the office.
- 2007 **GreenOrder, Inc.**, New York, NY
Project Consultant. Lead associate on a multi-phased project for one of the 25 top-grossing American law firms, advising senior management on developing its clean-tech practice. Deliverables included: draft business plan, SWOT analysis, competitor profile, stakeholder identification and outline of key marketing messages for each group. Drafted and edited marketing communications.
- 2007 **J. Ottman Consulting**, New York, NY
Junior Consultant/Assistant. Researched companies’ environmental initiatives. Updated databases, proofread documents, and laid-out and formatted presentation graphics/slides.
- 2005 **Goods That Give**, New York, NY
Vice-President, Sales. Executed business-to-business marketing strategies. Reviewed legal agreements.
- 2003-2005 **Holland & Knight LLP**, New York, NY
Associate Attorney. Researched legal issues and wrote memoranda and briefs. Helped prepare clients to testify. Managed case files. Provided *pro bono* representation in domestic cases and through the Legal Aid Society. Designed, developed, and implemented summer associates writing program.

Activities and Achievements

- 2008 Society of Organizational Learning Sustainability Consortium and U Process
2004 Received *Pro Bono* Award from The Legal Aid Society of New York
2004 Admitted to New York State Bar
2001-2003 Editor and Judge, Columbia Law School First Year Moot Court Program
2001-2002 Kent Scholar at Columbia Law School
2000-2001 Stone Scholar at Columbia Law School
1998 Graduated cum laude from Northwestern University