

**KEITH J. KIRCHUBEL**  
**MEDIATOR**

**WORK EXPERIENCE**

**State of Colorado, Department of Education, Exceptional Students Unit**

*Principal Consultant, Dispute Resolution*, January, 2007 to Present: Supervise the Department's Dispute Resolution Team, including job performance planning and reviews for employees. Supervise contract Hearing Officers and Mediators serving in the state's special education due process system. Provide training to these same professionals in the substantive and procedural law in this area, proper conduct of hearings and mediations, dispute resolution theory and practice.

**State of California, Department of General Services, Office of Administrative Hearings**

*Administrative Law Judge I*, December, 2005 to October, 2006: Presided over general jurisdiction and special education evidentiary hearings arising out of state and federal law. Rendered detailed written decisions including extensive fact finding and legal analysis on employment and professional licensing matters. Completed extensive in-house training on administrative procedure and substantive law. Certified as civil case mediator and served as mediator for more than 20 cases throughout California.

**State of California, Department of Transportation, Legal Division**

*Deputy Attorney III*, June 1998 to December, 2005: Represented the State of California in all aspects of Government Tort, Civil Service and Public Contract litigation including filing pleadings, discovery, law and motion, mediation, trial, appellate briefing and argument. Obtained unanimous defense verdicts in multiple "first-chair" jury trials, as well as "zero awards" in multi-issue construction contract arbitrations. Provided Legal Research and Consultation to Departmental clients on internal "house counsel" matters. Active in Department's Government Tort section.

**The Miles Law Firm**

*Associate*, April, 1997 to June, 1998: Concurrent with duties at the California Department of Education, performed client intake, legal and factual research, drafted pleadings and discovery, and conducted negotiations regarding general business and civil litigation matters.

**State of California, Department of Education, Child Development Division**

*Program Analyst-Appeals Coordinator*, January, 1996 to June, 1998: Resolved due process appeals regarding adverse actions taken by the State against contractors and recipients of subsidized child care. Convened appeal hearings and composed the Department's findings and decisions. Performed research and analysis of statutory and regulatory authority regarding the competitive bidding process, contract performance and termination.

**State of California, Department of Consumer Affairs, Arbitration Review Program**

*Program Analyst*, November, 1993 to January, 1996: Monitored regulatory compliance of certified "Lemon Law" arbitration program representing largest share of new motor vehicle market in California. Performed legal research and analysis pertaining to written warranty and damages issues, and existing consumer law. Proposed legislative reforms.

**State of California, Department of Toxic Substances Control**

*Law Clerk Intern*, Spring, 1995: Researched and drafted responses to public comments regarding CERCLA consent order. Investigated complaints and recommended regulatory responses regarding transportation of solid waste. Researched and analyzed legal issues pertaining to inter-agency cooperation and legislative reforms.

**EDUCATION**

**University of Nevada, National Judicial College**

*Judicial Writing*, 2006

**University of the Pacific, McGeorge School of Law**

*Juris Doctor* with Great Distinction, 1996

*Academic Awards and Achievements:*

Order of the Coif: ranked 11<sup>th</sup> in class of 107, cumulative GPA: 3.61/4.00

Roger J. Traynor Honor Society: honored for academic excellence in the study of law

Dean's Honor Roll: recognized each academic year

American Jurisprudence Awards: Employment Law (1996), Sales and Leases of Goods (1995), Water Law (1996)

International Moot Court Honors Board Award: honored for participation during 1995-1996

Verne Adrian and Annabel McGeorge Academic Achievement Scholarship: 1996

**University of California, Berkeley**

*Bachelor of Arts* in English Language and Literature, 1986

*Cumulative GPA:* 3.30/4.00

**Other:** Completed Civil Case Mediator Training and Certification, 2006

**BAR STATUS**

Active member of the Colorado Bar, in good standing: #37837

Active member of the California Bar, in good standing: #189352

As member of California Bar Litigation Section, participated in review and suggested revisions to draft CACI jury instructions at request of the California Judicial Council

**REFERENCES**

**Hon. Karl Engeman, Presiding ALJ**

State of California OAH  
2349 Gateway Oaks, #200  
Sacramento, CA 95833  
(916) 263-0880

**Hon. Gary A. Geren, ALJ**

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2349 Gateway Oaks, #200  
Sacramento, CA 95833  
(916) 263-0880