

# KELSIE BRUST

3121 Fremont Avenue South Unit 1 • Minneapolis MN • 55408 • (651) 398-8845  
kelsie.brust@gmail.com

---

## WORK EXPERIENCE

### Medtronic, Inc.

*Litigation Department • Law Clerk • June 2011-present*

- Research and organize high-priority projects for multiple legal branches including Litigation, E-Discovery, Government Affairs, Compliance, Employment, IP and Regulatory groups. Extensive working knowledge of many internal Medtronic databases and legal systems
- Work directly with a host of inside and outside counsel on an array of case work components
- Discovery team member for the duration of the Firefighters Securities litigation suit
- Go-to in Litigation Dept. for PowerPoint, SharePoint, Publisher, Prezi, Word and Excel special projects
- Coordinate and complete full collection of Subpoena submissions to outside parties and courts
- **Noteworthy Accomplishments to Date:** Spearheaded IT solution for diabetes document handling resulting in significant cost and time savings for Legal Group; revamped Non-Compete document handling for efficient processing; designed multiple organizational websites as go-to information points- including for Regulatory, Litigation Paralegal and Non-Compete teams; Managed presentation of key company products to top corporate law firms at 2011 MP3 Summit; Coordinated and participated in case interview of past CEO Arthur Collins; Generated several presentations for top-level executives and large groups, four presentations for MDT Global Legal summit, one presentation given to 165 HROC employees, one presentation receiving comment from SVP Chris O'Connell "(This is) the coolest presentation I have ever seen"; Flown to Boston by Government Affairs group to plan and implement MDT dinner for party of 46- including 30 top Chinese Officials and multiple Harvard staff members.

### Medtronic, Inc.

*Intern, Legal Department • Full-time Summer 2010 • Part-time Spring 2011*

- Assisted with a variety of litigation case work and in-house projects
- **Noteworthy Accomplishments:** Designed and implemented organizational website for legal department now regularly utilized; sent twice independently to Memphis, TN to help orchestrate and coordinate rush litigation project, then eliminated need for return trips by redirecting discovery and IT efforts

### St. Olaf College

*Junior Counselor • Full-time paid position • 2009-2010*

- Responsible for wellbeing of 30 freshman females, as well as safety of 250 dorm residents
- Planned numerous meetings, activities and events to foster sense of community
- Twenty-four hour resource for support and information for underclassmen
- Received Most Successful Programming Award for All-Hall event in fall term

### White Bear Sailing School

*Sailing Instructor • Race Coach • Life Guard • Full-time for Four Summers • 2006-2009*

- Taught beginning, intermediate, advanced, and adult classes. Promoted in 2008 to Race Coach
  - Directed up to 15 students at a time, on the water and in the classroom
  - Created and implemented curriculum that included a wide variety of lectures and activities for all ages
- 

## EDUCATION

### St. Olaf College

*Bachelor's Degree 2007-2011*

- Double Major in **Philosophy** and **English** with a Concentration in **Middle Eastern Studies**
  - Cumulative **GPA 3.5** and Dean's List (3.75+) for 2011
  - **Noteworthy Accomplishments:** 2011 Winner of GIMSE literary and photo contest; first place film in Interim Film Festival 2010
- 

## LEADERSHIP EXPERIENCE

### World Bridge

*Co-founder • Executive Director • Part-time • 2009-present*

- Designing research-driven website to address global food, shelter, education and medical shortages
- Aim to provide international resource for society that provides useful information on charitable organizations serving people with unmet basic needs

### The Image Project

*Consultant and Supporter • 2010-present*

- Initiated and organized December 2011 fundraiser resulting in 52 books sold, \$5,600 dollars raised and 40+ attendees
- Extensive involvement in editing and marketing book *A Full Circle* written about the Image Project
- Regular contribution and brainstorming with organization's Executive Director

### State High School Ultimate Frisbee Coach

*Coordinator and Coach • 2 seasons*

- Assistant A-team and head B-team coach for South Squall women's ultimate team (40+ girls in program)
- Involves heavy coordination, directing of team, leadership at practices, games and weekend tournaments 5-6 days a week for 3 months
- Assistant coach (by invitation) of YCC women's HS Ultimate team- All-star team of top Minnesota women's HS players (6 weeks July-Aug 2012)