

## **Benita N. Jones**

Littler CaseSmart Counsel

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## **Focus Areas**

Littler CaseSmart

## **Overview**

As a member of the Littler CaseSmart – Charges™ team and based in North Carolina, Benita N. Jones is responsible for handling charges from investigation to conclusion. She works on client-dedicated service teams, focusing on handling administrative agency charges. She investigates charge allegations, reviews pertinent documents, interviews key witnesses, and provides clients an assessment of the risks associated with the charge. In partnership with the client, she defends the charge by drafting persuasive position statements and responses to the agency's requests for information.

A mission-driven lawyer with over 15 years of experience in nonprofit, in-house, and private practice roles, Benita has extensive experience in the area of education law. Prior to joining Littler, Benita regularly represented a range of clients in employment and labor law matters, including hiring processes, compensation, employee relations, discipline and termination, equity and inclusion, accommodations, and discrimination, harassment, and retaliation allegations. She also has defended clients in demands, litigation, mediation, and administrative complaints before state and federal courts, the U.S. Equal Employment Opportunity Commission, the National Labor Relations Board, and the U.S. Department of Education. She strived to serve clients by strategically resolving claims, grievances, and disputes in cost-effective ways.

## **Professional and Community Affiliations**

- Board Member, Save the Children Head Start (U.S.)

## **Education**

J.D., Georgetown University Law Center, 2007, *Dean's Scholar*

B.A., Yale University, 2004, *magna cum laude*, *Phi Beta Kappa*

## Bar Admissions

North Carolina  
Virginia

## Courts

U.S. Court of Appeals, 4th Circuit  
U.S. District Court, Eastern District of North Carolina  
U.S. District Court, Western District of North Carolina  
U.S. District Court, Middle District of North Carolina

## Speaking Engagements

**Navigating Internal Complaints and Investigations Involving University Employees: Twists, Turns and Best Practices**  
College and University Professional Association for Human Resources, NC Chapter, Teaching and Learning Session  
November 2022

**Supporting Institutional Commitments to Diversity and Inclusion: The Contours of Risk Whispering Consistent with the Rules of Professional Conduct**  
National Association of College and University Attorneys Discrimination Law Conference  
April 2021

**Remote Work: Policies, Benefits, Taxes and Other Regulatory and Compliance Considerations**  
Remote Work: Policies, Benefits, Taxes and Other Regulatory and Compliance Considerations  
March 2021

**Back to the Future...of Work in 2021**  
College and University Professional Association for Human Resources, NC Chapter Legal Session  
January 2021