



Janelle E. Rynes

SENIOR DIRECTOR OF LEGAL SUPPORT SERVICES & RECORDS

As Senior Director of Legal Support Services & Records, Janelle is responsible for managing the firm's support service departments which ensures that client work is completed.



Education

University of Illinois at Urbana-Champaign BA,
Political Science, 1992

Offices

Washington, DC

Phone

202.857.6482

Email

janelle.rynes@arentfox.com

Janelle oversees six departments firmwide, including the Paralegal Program, Litigation Support, Records, Office Services, Litigation Docketing, and Travel.

Janelle has served as a Commissioner on the ABA's Paralegal Education Approval Commission; she has taught the class "Legal Technology and Litigation Management" for George Washington University's Paralegal Program; and served on Georgetown's Paralegal Program Advisory Committee. Prior to working at Arent Fox, Janelle was the Electronic Discovery, Special Projects Case Manager at Arnold & Porter in Washington, D.C.