IRIS LIAO

510-600-4689 | irisliao1225@gmail.com

EXPERIENCE

Constellation Institute, Berkeley, CA — Sep 2026 – Present
Program Coordinator, Senior Briefings
- Manage inbound requests for onsite visits, coordinating with network organizations to align schedules and interests
- Conduct congressional research to prioritize outreach for the senior briefings program

Generator Residency, Berkeley, CA — Jun – Sep 2026
Fellow
- Built and maintained Google Workspace, Airtable, and Slack systems for records, expenses, time tracking, account access, and tasks
- Coordinated formation and operations for four affiliated entities, including filings, banking, and compliance
- Supported public communications, including protest materials and AI-safety book promotion
- Developed early-stage AI-risk policy and field-building projects, including an antitrust handbook and Taiwan initiatives

Hogan Lovells LLP, San Francisco, CA — Oct 2025 – May 2026
Associate
- Coordinated arbitrator assignments and scheduling across legal teams and arbitrators for a mass arbitration involving approximately 12,000 claimants; drafted legal briefs
- Managed discovery, meet-and-confers, third-party communications, and client relations in a homeowner–contractor dispute
- Drafted memos, motions to dismiss, and other filings in privacy litigation involving website tracking
- Pro bono: Represented a client in an immigration petition involving domestic violence

Institute for Law & AI, Remote — Jun – Oct 2025
Summer Law Fellow
- Wrote memos on moral hazards of mandatory AI insurance and analyzed state bills requiring third-party AI audits, focusing on compliance burdens and enforcement

Office of the California Attorney General, San Francisco, CA — Jun – Aug 2023
Law Clerk, Criminal Division, Appeals, Writs and Trials Section
- Drafted criminal appellate briefs for the California Court of Appeal, including factual statements and legal arguments

EDUCATION

The University of Chicago Law School & Booth School of Business, Chicago, IL
J.D., M.B.A. — June 2025
James & Ann Spiotto Scholarship Recipient

Swarthmore College, Swarthmore, PA
B.A. in Economics, with High Honors — May 2022
Minors in Asian Studies and Cognitive Science

LEADERSHIP AND ACTIVITIES

UChicago Law School

Pro Bono Board | President — Dec 2022 – Jun 2025
- Led restructuring and helped secure a dedicated pro bono career services hire

Law & Business Society | Co-President — Jun 2023 – May 2024
- Raised over $20,000 from firms; launched mentorship, pro bono, and business consulting programs; organized student events

Law Women's Caucus | Co-Vice President — Jun 2023 – May 2024
- Organized an annual banquet for 100+ attendees and created the "Motherhood & the Law" conversation series

SKILLS AND INTERESTS

Bar Admission – California
Languages: Mandarin Chinese (native); Japanese (intermediate working proficiency)
Arts: Classical piano; dance (ballet, modern, classical Chinese, Chinese minority group styles, Kathak); choreography; video editing (Premiere Pro)