

Julie Cannata

Director of Administration



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Chicago

Julie is responsible for the administration of Cooley's Chicago office. In her role as director of administration, Julie manages the daily operations of the Chicago office – including guest services and hospitality, facilities, office services, food and beverage, safety and security, and human resources. She also is responsible for preparing and managing annual operating and capital expense budgets, office construction and maintenance, and general administration.

Julie works closely with the partner in charge to move forward and implement priorities for the Chicago office. She also manages officewide events, oversees office committees, leads Chicago's Cooley Cares committee, and coordinates closely with various departments on firm initiatives and activities.

Before her corporate career, Julie was a violinist with various ensembles in Boston and Chicago. She also taught and lectured in music history and performance.

Education

Boston University
DMA ,

Boston University
MA ,

DePaul University
BA ,

Memberships & Affiliations

Senior Certified Professional in Human Resources (SHRM-SCP)

Association of Legal Administrators (ALA)