



CGS3
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Kate Anderson

Marketing & Communications Manager / Paralegal

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Kate Anderson is a rising star whose ability to grasp business complexities and legal nuances far exceeds her years of experience. In her role as a paralegal, she assists in the preparation of lease agreements, corporate formation documents, and other legal documents to ensure clients' needs are met and their projects stay on-schedule. She is known for her forward-thinking mindset and her ability to focus on details while maintaining a grasp of the big picture.

As Marketing & Communications Manager, Kate directs all marketing initiatives, including strategic content development, brand management, client communications, award submissions, sponsorships, and event planning. She also oversees key consultant relationships and acts as project manager on long-term capital projects for the firm. She combines her knack for thoroughness with a keen awareness of the overall goals of the firm to bring greater understanding and consistency to every project she undertakes.

Prior to joining CGS3, Kate worked as in-house paralegal for Geocon Incorporated, where she assisted in the review, negotiation and administration of consulting agreements for clients and subcontractors. In addition to her paralegal certificate, she holds a Master of Education degree from the University of San Diego.

Education

- Paralegal Certificate, Business Litigation Specialty (Honors), University of San Diego
- M.Ed., Curriculum & Instruction, University of San Diego
- B.A., Philosophy, Gonzaga University

Involvement

- University of San Diego Paralegal Alumni Association