



## Sarah Jane Shine

Of Counsel

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### PRACTICES

Employment and Labor  
Business Litigation

### EDUCATION

University of California Davis School of  
Law, J.D., 2008  
Order of the Coif

Cornell University, B.A., 2005  
*summa cum laude*

### BAR ADMISSIONS

California  
Alaska

**As a former general counsel, Sarah understands the complex challenges businesses face in managing workforce issues while pursuing strategic objectives, allowing her to deliver pragmatic, business-minded counsel.**

Sarah brings an in-house perspective and executive leadership experience to her practice. She regularly advises on workplace investigations, policy development, employee discipline and terminations, and employment agreements. Sarah also provides compliance training to diverse audiences. She brings valuable insight into what businesses need from their outside counsel when litigation arises.

Her experience overseeing legal operations for a major corporation makes her particularly valuable to companies navigating the intersection of employment law, business growth, and regulatory compliance. She frequently partners with senior leadership and boards of directors on corporate governance matters and conflicts of interest questions when they arise.

Sarah has built a proven track record of partnering with HR departments and executive teams to develop practical solutions for workplace challenges. She understands the criticality of responsive, strategic counsel on employee relations issues and business matters.

Sarah most recently served as Senior Vice President and General Counsel of Arctic Slope Regional Corporation (ASRC), Alaska's largest privately owned company. Prior to her role at ASRC, she practiced employment law and served as a litigator at an Am Law 200 firm.

### EXPERIENCE

#### Employment Litigation

- Discrimination, Harassment, and Retaliation (federal / state / local law)
- Breach of Contract
- Employment-related Torts
- Wrongful Discharge / Whistleblower

#### HR Counseling, Compliance, and Risk Management

- Accommodations, Disabilities, Leaves
- Employment Policies, Handbooks, and Manuals

- Executive Compensation and Employment Contracts
- Employment / Severance Agreements
- Employee Misconduct
- Hiring, Discipline, Performance Evaluations, and Terminations
- Internal Investigations
- OSHA, Workplace Safety, and Emergency Response
- Pay Practices and Independent Contractors
- Policy Violations
- Workplace Privacy and Data Security

#### **Unfair Competition**

- Noncompete and Restrictive Covenant Agreements
- Trade Secret Protection / Enforcement

#### **Union Issues**

- Grievances and Arbitrations
- Negotiating Collective Bargaining Agreements
- Unfair Labor Practice Charges (ULPs)

#### **Wage and Hour Compliance**

- Audits
- Contractor Classification
- Policies and Procedures
- Response to Government Investigations

#### **RECOGNITION**

- Alaska Business Legal Elite, Corporate Counsel, 2023-2024
- *Chambers USA*, Labor and Employment, 2014-2016
- Top Forty Under 40, Alaska Journal of Commerce, 2022

#### **PROFESSIONAL AND CIVIC AFFILIATIONS**

- Alaska Bar Association, Employment Law Section, Co-Chair, 2025-present
- Boys and Girls Club of Alaska, Board Member, 2020-2024
- Alaska's Gold Nugget Triathlon, Board Member, 2013-2015