



Alice Corvo

Operations and Administrative Coordinator

she/her/hers

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Overview

I chose Klein Hornig because of the incredible culture. People here really care about the work that we do, and that's reflected in the kindness and respect that permeates the firm. I feel like I'm an important part of a team and that feels good.

Alice Corvo is an integral part of Klein Hornig's administrative team. She works closely with the Executive Director and the Director of IT to ensure smooth daily operations. Alice tracks and manages Klein Hornig's library resources and subscriptions, manages onboarding/departures, maintains insurance policies and bar admissions, and oversees the firm's client/matter opening process.

Alice joined the firm in 2020, quickly taking on more responsibilities and expanding her role with creativity and aplomb. Her organization and persistence make her an important member of the Klein Hornig team.

“ If I am not better, at least I am different.

-Jean-Jacques Rousseau

My Team



Amanda M. Cote
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Christopher Cummings
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Beverley O'Reilly
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Involvement and Recognition

- Association of Legal Administrators, *Member*

Credentials

- University of Vermont, B.A., Theatre
- East 15 Acting School, MFA, Acting