

WVU College of Law
Alumni Jobs Newsletter
July 2018



ANNOUNCEMENT NO: #18-031 POSITION TITLE: Assistant Deputy (Child Support Services Division)
Office of the Attorney General for the District of Columbia (Washington, D.C.)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <div>GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL</div> <div>POSITION VACANCY ANNOUNCEMENT</div> <div>*AMENDED*</div> <div>This position is being reposted. Previous applicants need not reapply; all candidates will be considered.</div> <div>ANNOUNCEMENT NO: #18-031 POSITION TITLE: Assistant Deputy (Child Support Services Division) POSITION GRADE & SERIES: LX-1 SALARY RANGE: \$135,000 – \$150,000</div> <div>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines. OPENING DATE: June 29, 2018 CLOSING DATE: July 13, 2018 DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public</div> <div>WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Child Support Services Division 441 4th Street NW Washington, DC 20001</div> <div>NO. OF VACANCIES: One (1)</div> <div>This position is outside of the collective bargaining unit.</div> <div>DESCRIPTION OF DUTIES: This position is located in the Office of the Attorney General (OAG), Child Support Services Division (CSSD). The CSSD is responsible for elevating the well-being of children and the self-sufficiency of families by delivering first-rate child support services that help parents meet the financial, medical, and emotional needs of their children.</div> <div>The Assistant Deputy works under the supervision of the Deputy Attorney General of the Child Support Services Division who also holds the title Director, IV-D Program. The Assistant Deputy serves as the Deputy's alter ego and directs the activities of approximately 200 employees. The IV-D program is established pursuant to Title 4, Part D of the Social Security Act (42 U.S.C. § 651) and is the District's federally required program which provides parentage support and enforcement services. The Assistant Deputy independently plans, organizes, and discharges his/her duties, exercises broad authority for the overall direction, development, administration and management of CSSD's daily operations and consults with the Deputy on policy issues.</div> <div>Major responsibilities include but are not limited to:</div> <div><div>1) Managing program operations and staff for efficiency and effectiveness of service; identifying barriers to quality services.</div><div>2) Preparing reports designed to resolve problems; directing new policy, program modifications or organizational clarity necessary to improve effectiveness of the child support enforcement delivery system.</div><div>3) Assessing CSSD legal mandates; interpreting and overseeing technical training; consulting with CSSD staff on standards and regulatory requirements; and developing an appropriate evaluation process to monitor and/or determine compliance with various provisions;</div><div>4) Acting as principal liaison with Federal and other District agencies on legislative matters relating to the child support enforcement system; coordinating the review and development of legislation relating to CSSD's programs and services; facilitating the development of testimony for presentation before the Council and Congress and responding to legislative questions impacting CSSD and the Office of the Attorney General.</div><div>5) Developing the annual budget and multi-year plan to implement the most cost-effective and beneficial strategies to accomplish the mission of CSSD, and to assure that a system for reporting and accountability is established and implemented;</div><div>6) Developing partnerships with representatives of other District agencies, judicial agencies, civic associations, schools and the business communities to effectively administer the child support enforcement program;</div><div>7) Representing the Deputy on committees or boards, task forces and meetings with professional societies and organizations, interpreting policy initiatives, goals and objectives;</div><div>8) Monitoring the automated data processing systems for CSSD; overseeing system-generated data used in federal reports and annual data reports; developing data relative to current and long-range administrative goals, organizational changes, utilization of funds and manpower, management controls, utilization of equipment and space, and professional requirements and interrelations with the OAG and with outside agencies;</div><div>9) Planning, directing, coordinating and administering CSSD programs through staff; establishing performance standards; and formulating overall plans for personnel, equipment, space, operating procedures, and training.</div></div> <div>QUALIFICATIONS: The candidate must have managerial experience; knowledge of the federal and local laws and regulations governing the District's child support program; demonstrated ability to administer contracts; experience in budgeting and reporting; excellent presentation and people skills; and demonstrated ability to form and cultivate relationships with labor unions.</div> <div>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.</div> <div>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.</div> <div>HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.</div> <div>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</div> <div>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</div> <div>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</div> <div>DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</div> <div>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</div> <div>NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis</div>

of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF THE OFFICE OF THE ATTORNEY GENERAL

Desired Class Level: Graduate/Alumni
Posting Date: July 3, 2018
Expiration Date: July 13, 2018
Contact: Ms. Arlyntha Love Program Support Assistant 441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States
Resume Receipt: E-mail
Default email for resumes.: Arlyntha.Love@dc.gov
Additional Documents: Cover Letter, Writing Sample
ID: 3562

Attorney

Robert Dunlap Esquire, PLLC (Beckley, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Small firm (2 attorneys, 7 employees total) specializing in civil litigation, family law, criminal law, small amount of personal injury. Interest, and some experience in civil litigation helpful.
Desired Class Level:	Graduate/Alumni
Posting Date:	July 3, 2018
Expiration Date:	August 31, 2018
Contact:	Robert Dunlap Owner/Partner 208 Main Street Beckley, West Virginia 25801
Resume Receipt:	E-mail
Default email for resumes.:	robertdunlapesq@gmail.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	3563

Associate position

Ray, Winton & Kelley PLLC (Charleston, WV)

Position Type: Full-time	
Practice Area(s): Corporate, Estate Planning & Probate, Taxation	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Ray, Winton & Kelley, PLLC is seeking an associate to practice in the areas of estate planning, tax, and transactional work. The firm will accept resumes from recent graduates to those with up to five years' experience. Bar passage required for recent graduates.
Desired Class Level: Graduate/Alumni	
Posting Date: July 2, 2018	
Expiration Date: August 3, 2018	
Salary Range: 60,000 - 69,999	
Contact:	Mark Kelley Partner 109 Capitol Street Suite 700 Charleston, West Virginia 25301
Resume Receipt: E-mail	
Default email for resumes.: markkelley@rwk-law.com	
Additional Documents: Cover Letter	
ID: 3560	

Social Security Attorney
Jan Dils (Parkersburg, WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>Social Security Disability Attorney Our office is currently seeking Social Security Disability Legal Representatives to join our highly productive practice. The ideal applicant will have experience in Social Security Disability law, work well in a team, have strong communication skills, be compassionate, and have a high standard of ethics. This Legal Representative position will represent individuals with Social Security disability claims. Jan Dils Attorneys at Law has helped thousands of people get the benefits they deserve. We have proudly served as a voice for the disabled individual for over 23 years. Our practice has a dynamic culture, and we strive to find applicants who are committed to growth and success. Join an outstanding organization with a client-centered focus and a team of people who fight to make a difference. Desired Skills and Experience:<ul style="list-style-type: none">· Excellent organization and follow-up· Exceptional client service skills· Strong written and verbal communication· Solid judgement and decision-making· Proficiency in MS Office· Experience with any electronic case management software is preferredRequired Education:<ul style="list-style-type: none">· Juris Doctorate Degree from an accredited Law SchoolOR<ul style="list-style-type: none">· Non-Attorney Representative CertificationRequired Licenses:<ul style="list-style-type: none">· Must have Bar CertificationBenefits:<ul style="list-style-type: none">· We offer a competitive benefit and compensation packageJan Dils Attorneys at Law is an Equal Opportunity Employer (EEOC). Job Type: Full-time Locations: Parkersburg, Huntington, Charleston, Beckley, Logan- West Virginia Charlotte, NC</div>
Desired Class Level: Graduate/Alumni
Posting Date: July 2, 2018
Expiration Date: August 3, 2018
Contact: Mary-Michael McClung Human Resources and Culture Director 963 Market Street Parkersburg, West Virginia 26101 United States https://www.jandils.com
Resume Receipt: E-mail
Default email for resumes.: mary-michael@jandils.com
ID: 3558

Veterans Disability Attorney
Jan Dils (Parkersburg, WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>Veterans Disability Attorney Jan Dils, Attorneys at Law, LC is adding a VA Disability attorney to our team. This full-time position will require you to provide a high level of service to our clients while demonstrating a high level of integrity, accountability, and team commitment. Successful candidates will have two or more years of VA disability representation experience.</div> <div>Responsibilities include:<ul style="list-style-type: none">Preparing for a client's hearing by analyzing the cases and interpreting the laws.Conducting pre-hearings with clients to review case information and advise clients of court processes.Evaluating findings and developing strategies and arguments for case presentation.Representing clients in court regarding their VA disability claim.Assisting VA team members with questions and client concerns.Attending hearings in various locations.</div> <div>Benefits include:<ul style="list-style-type: none">Competitive salary based on experience.Health, Vision, Dental, and Life insurance.Paid holidays.401(k) Retirement plan with 3% match.80 hours of paid-time-off annually.Gym membership reimbursement.Firm sponsored cell phone.</div> <div>*Serious applicants should use the apply now button on this page.</div> <div>Jan Dils, Attorneys at Law, LC is an equal opportunity employer (EEOC).</div> <div>Job Type: Full-time</div> <div>Required experience:<ul style="list-style-type: none">VA Disability Attorney: 2 years</div> <div>Job Type: Full-time</div> <div>Locations: Parkersburg, Huntington, Charleston, Beckley, Logan- West Virginia Charlotte, NC</div>
Desired Class Level: Graduate/Alumni
Posting Date: July 2, 2018
Expiration Date: August 3, 2018
Contact: Mary-Michael McClung Human Resources and Culture Director 963 Market Street Parkersburg, West Virginia 26101 United States https://www.jandils.com
Resume Receipt: E-mail
Default email for resumes.: mary-michael@jandils.com
ID: 3559

Attorney
ACLU - West Virginia (Charleston)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>P O Box 3952 Charleston WV 25339-3952 (304) 345-9246 www.acluwv.org</div> <div>CAREER OPPORTUNITY: STAFF ATTORNEY/ LEGAL DIRECTOR American Civil Liberties Union of West Virginia</div>

The American Civil Liberties Union of West Virginia (ACLU-WV) seeks a dynamic, experienced Staff Attorney/ Legal Director to direct the diverse and challenging legal activities of the organization. The ACLU of West Virginia is a non-partisan, non-profit public interest organization dedicated to protecting and expanding civil liberties for all people in West Virginia. A major focus of our work is to extend the promise of the Bill of Rights to those groups who have traditionally been denied its protections. We accomplish our goals through litigation, advocacy, public education, and grassroots organizing. Given the policies currently being pursued in Washington and Charleston, we believe that our mission is as relevant and important today as it has ever been.

The Staff Attorney/ Legal Director can anticipate working on issues such as freedom of speech, expression and association, religious liberty, privacy, racial justice, reproductive freedom, LGBTQ rights, criminal justice and drug policy reform, and protection from government abuses. The job duties will also include non-litigation advocacy involving community outreach, coalition building, writing and publishing reports, planning and participating in public meetings, legislative research and advocacy, and media interviews. The Staff Attorney/ Legal Director reports to the Executive Director who is responsible for the overall program of the ACLU-WV.

To learn more about the work of the ACLU-WV and the ACLU nationwide, please visit www.acluwv.org and www.aclu.org.

POSITION OVERVIEW:

The Staff Attorney/ Legal Director will lead and expand the ACLU-WV legal program and increase the affiliate's visibility across West Virginia. The Staff Attorney/ Legal Director, in coordination with the Executive Director, will be responsible for setting the overall legal strategy to advance the ACLU-WV mission. This includes developing and litigating high-impact, complex federal and state cases, as well as managing legal staff and interns. The Staff Attorney/ Legal Director will work closely with peers in the organization, foster relationships among the legal community, advocate for change in the civil liberties landscape, and engage supporters in achieving our mission. The position requires a willingness to work beyond the normal work day, including evening and weekend meetings and events.

RESPONSIBILITIES:

- Create multi-pronged strategies using litigation, public education, and legislative and policy advocacy to further the organization's priority issues;
- Coordinate legal intake with staff and ensure that intake is properly evaluated and processed;
- Present selected cases to the Executive Director for evaluation, and present approved cases to the Legal Committee and the Board for evaluation and authorization of litigation;
- Research civil liberties issues, and prepare legal memoranda and demand letters;
- Conduct complex federal and state court civil liberties litigation, including all aspects of discovery, motion practice, briefs, trials, appellate work, and amicus briefs;
- Secure the services and expand the pool of cooperating attorneys;
- Monitor litigation handled by cooperating attorneys and provide back-up assistance as needed;
- Participate directly in litigation in selected cases, either as co-counsel with cooperating attorneys or, when necessary, as lead counsel;
- Analyze and draft legislation;
- Prepare and/or provide testimony at legislative hearings;
- Update Know Your Rights Seminars and present as needed;
- Recruit and supervise legal interns;
- Prepare necessary dockets and reports for the Executive Director and Board;
- Develop and maintain relationships with the legal staff at the national ACLU, its projects, and other affiliates;
- Participate in national ACLU legal conferences and maintain the requisite CLE requirements (at the ACLU-WV Foundation's expense).

AT THE DISCRETION OF THE EXECUTIVE DIRECTOR:

- Engage in public speaking and articulate ACLU-WV views to the public and the media on a broad range of issues;
- Write press releases, op-ed pieces, and newsletter articles;
- Travel to attend local, statewide or national meetings;
- Assist in fund-raising efforts by participating in meetings with donors, speaking at donor events, and otherwise working with development staff to ensure consistent funding of our work.

QUALIFICATIONS:

- J.D. and admission to the West Virginia Bar (or admission within one year of hire);
- A deep and demonstrated commitment to civil liberties and civil rights, and strong support for the goals of the ACLU;
- At least 3 years of litigation experience and/or experience as a legislative lawyer or in crafting or implementing civil rights policy;
- Ability to develop and implement non-litigation strategy;
- Ability to analyze and articulate legal concepts and other complex issues and communicate them to a variety of audiences;
- Excellent research, writing and analytical skills;
- Skills as an articulate public advocate;
- Excellent organizational skills;
- Flexibility for travel;
- Personal enthusiasm, optimism, and a sense of humor;
- Strong interpersonal skills, including the ability to work collaboratively with other lawyers, staff members, and within diverse community organizations and coalitions.

SALARY & BENEFITS:

Salary and title (Staff Attorney or Legal Director) are commensurate with experience and within the parameters of the ACLU-WV compensation scale. Excellent benefits offered, including generous health insurance plan, life and long-term disability insurance, 401(k), generous sick, vacation, holiday leave and parking.

APPLICATION PROCEDURE:

Submit a letter of interest, resume, legal writing sample, law school transcript (if in practice less than 5 years), and a list of three professional references including contact information, to mail@acluwv.org with a subject line of "Attorney Position." Application materials may also be mailed to:

ACLU of West Virginia Attorney Search
P.O. Box 3952
Charleston, WV 25339-3952

DEADLINE:

Applications will be reviewed as they are received and will continue until the position is filled. Applicants are encouraged to apply early.

The ACLU of West Virginia is an Equal Opportunity/Affirmative Action employer and encourages women, people of color, people with disabilities and LGBTQ people to apply. We value a diverse workforce and an inclusive culture. The ACLU of West Virginia strongly encourages applications from all qualified individuals without regard to race, color, religion, gender, gender identity or expression, sexual orientation, age, national origin, marital status, citizenship, disability, criminal history, and veteran status.

Desired Class Level: Graduate/Alumni
Posting Date: June 29, 2018
Expiration Date: July 31, 2018
Contact: ACLU P.O. Box 3952 Charleston, West Virginia 25339-3952 United States
Resume Receipt: E-mail
Default email for resumes.: mail@aclywv.org
Additional Documents: Cover Letter, Writing Sample
ID: 3556

Compliance Analyst, Verbatim
Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

Position Type: Full-time
Practice Area(s): Corporate
Description: <p>Verbatim is the premier managed service provider of subsidiary compliance solutions to multinational organizations. We support the complex compliance needs of the world's largest and most sophisticated multinational corporations. We are a team of compliance professionals armed with subject matter expertise, global jurisdictional reach, and a robust, customizable technology platform. We are dedicated to the coordination and execution of substantive and routine corporate governance and compliance matters, focusing on global secretary matters exclusively which frees clients to concentrate internal resources on more strategically significant issues and initiatives.</p> <p>Verbatim is a wholly-owned subsidiary of Orrick, Herrington & Sutcliffe LLP, a leading global law firm. Verbatim does not engage in the practice of law; our employees act as compliance coordinators while managing lawyers in more than 130 jurisdictions. Legal advice concerning corporate law compliance is provided by legal advisors coordinated by Verbatim.</p> <p>Verbatim currently has openings at Orrick's Global Operation Center in Wheeling, WV for Compliance Analysts. This positon has potential remote work / telecommuting opportunities on a part-time basis after 6 months in the role.</p> <p>As a Compliance Analyst, you will be responsible handling corporate compliance, subsidiary maintenance, incorporation, dissolution and general corporate housekeeping activities for the global subsidiaries of multinational clients. The Compliance Analyst prepares corporate documents and dedicatedly leads the entire matter process (from initiation through completion and publication in a web-based compliance platform), probes for cross-selling opportunities, and develops positive working relationships with clients. This position requires excellent project management skills, the ability to lead local counsel as well as good knowledge of international corporate requirements and procedures.</p>
Responsibilities: <ul style="list-style-type: none">• Provides consultative service as the initial point of contact for client inquiries.• Dedicatedly leads matters through the entire lifecycle by establishing a matter with each request.• Establish yourself as a subject matter expert and trusted business partner.• Develops and maintains knowledge of the clients, Verbatim and industry as a whole by attending and fully engaging in formal and informal training/mentoring sessions; engaging in self-directed learning• Controlling counsel fees by managing local counsel to provide services within proposed budget• Represents Verbatim by developing and maintaining comprehensive knowledge of industry trends and general business and financial acumen through various sources and initiatives.
Requirements: <ul style="list-style-type: none">• 4 – year BS/BA degree or equivalent work experience required, paralegal certificate from an ABA approved paralegal program preferred. JD degree a plus.• Strong analytical and critical thinking/problem solving skills, attention to detail and accuracy• Knowledge of corporate law and in-house/law firm experience is needed.• Excellent communications skills (written, verbal and relationship building).• Confirmed ability to handle and prioritize complex and concurrent projects adapting to a dynamic and high-energy department with multiple deadlines.• Experience with legal database systems e.g., Two-Step, ICOSA, CT or Bridgeway a plus.• Proficiency with MS Office Suite (Word, Excel, PowerPoint, & Outlook).• Commitment to Verbatim's core values and client service standards. <p>To submit your resume and cover letter for this position, please visit Orrick's Paralegal and Professional Staff listing at www.orrick.com/careers/.</p> <p>No phone calls please.</p> <p>All qualified applicants will receive consideration for employment without regard to race, sex, color, religion, national origin, sexual orientation, gender identity, protected veteran status, or on the basis of disability.</p>
Desired Class Level: Graduate/Alumni
Posting Date: June 28, 2018
Expiration Date: August 28, 2018
Contact: Karen L. Sincavich HR Generalist 2121 Main Street Wheeling, West Virginia 26003 United States http://www.orrick.com
Resume Receipt: Other (see below)
How to Apply: To submit your resume and cover letter for this position, please visit Orrick's Paralegal and Professional Staff listing at https://www.orrick.com/Careers .
Additional Documents: Cover Letter
ID: 3555

Deputy General Counsel
West Virginia University

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: Deputy General Counsel Position
<p>The General Counsel's Office at West Virginia University is accepting applications for the position of Deputy General Counsel for Health Sciences Center. This position, which reports directly to the General Counsel, will represent and advocate the legal interests of West Virginia University, the WVU Board of Governors, the President, and others on legal matters affecting the University by rendering a broad array of legal services as assigned, including, without limitation:</p> <p>Provide advice and guidance to senior administration, Deans, faculty, and staff within the University Health Science Center.</p> <p>Provide direct policy-making input and advice on matters of substantial magnitude related to critical University activities, policy questions and operation procedures and, as needed, draft, modify, or review institutional policies, procedures, and practices.</p> <p>Assist the University with clinical trial negotiation, agreements, administration, and compliance.</p> <p>Assist the University with federal, state, and industry sponsored contract and research grant solicitation, negotiation, administration, and compliance.</p> <p>Review, draft, and negotiate contracts on behalf of the University.</p> <p>Provide advice and counsel on research related activities engaged in by the University including, but not limited to federal, state, or administrative agency research and contract compliance issues, industry clinical research, and conflict of interest.</p> <p>Provide, under supervision of General Counsel, high quality advice to the Board on legal matters affecting the University.</p> <p>Provide advice and assist in the negotiation and review of matters pertaining to acquisitions, public-private partnerships, strategic alliances, large-scale contracts and other commercial transactions and relations relating to the University.</p> <p>Provide advice and counsel on patient care activities engaged in by faculty, staff, and students at the Health Sciences Center in Morgantown, at the Charleston Division, at the Eastern Division, and at affiliated location.</p> <p>Provide advice and counsel on healthcare compliance, including but not limited to federal, state, or administrative regulatory compliance, HIPPA, and professional credentialing issues.</p> <p>Manage and oversee outside counsel regarding medical malpractice litigation or other litigation matters.</p> <p>Provide advice and counsel on employment issues relating to clinician track faculty and residents.</p> <p>Provide advice and counsel on academic and research integrity issues.</p> <p>Responsible for the supervision and evaluation of Senior Associate General Counsels and Associate General Counsels from time to time as assigned by the General Counsel, and is expected to act as a guide and mentor for other office attorneys in all aspects of their work.</p> <p>All other duties as may be assigned from time to time by the General Counsel.</p>
Qualifications
<p>J.D. degree from an accredited law school</p> <p>Experiential knowledge in two or more of the following areas of legal practice is required: health care law, contract law (especially complex transactions), employment, in-house representation of a public agency or other complex organization, corporate law, compliance with regulations governing federal research or clinical trials, intellectual property, and litigation.</p> <p>10 years relevant experience preferred in health care law, contract law (especially complex transactions), employment, in-house representation of a public agency or other complex organization, corporate law, compliance with regulations governing federal research or clinical trials, intellectual property, and litigation.</p> <p>Currently licensed to practice law in West Virginia or become licensed within the first twelve months of employment</p> <p>Valid driver's license</p>
Requirements
Background check
To apply, visit careers.wvu.edu, click on Staff positions, and search for Deputy General Counsel for Health Sciences Center.
About WVU
<p>At West Virginia University, we pride ourselves on a tireless endeavor for achievement. We are home to some of the most passionate, innovative minds in the country who push their limits for the sake of progress, constantly moving the world forward. Our students, faculty and staff make this institution one of the best out there, and we are proud to stand as one voice, one university, one WVU. Find out more about your opportunities as a Mountaineer at http://hr.wvu.edu/</p> <p>West Virginia University is an Equal Opportunity/Affirmative Action Employer and the recipient of an NSF ADVANCE award for gender equity. The University values diversity among its faculty, staff and students, and invites applications from all qualified individuals, including minorities, females, individuals with disabilities and veterans.</p>
Desired Class Level: Graduate/Alumni
Posting Date: June 27, 2018
Expiration Date: July 31, 2018
Contact: Human Resources Human Resources 1 Law Center Drive Morgantown, West Virginia 26505 United States
Resume Receipt: E-mail
Default email for resumes.: WVUHIRE@mail.wvu.edu
ID: 3553

ANNOUNCEMENT NO: #18-037 POSITION TITLE: TRIAL ATTORNEY – 2 vacancies (Equity Section)
Office of the Attorney General for the District of Columbia (Washington, D.C.)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <p>GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL</p> <p>POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-037 POSITION</p> <p>TITLE: TRIAL ATTORNEY – 2 vacancies (Equity Section) POSITION GRADE & SERIES: LS 12/1 to 14/1 SALARY RANGE: \$81,246 – \$114,171</p> <p>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.</p> <p>OPENING DATE: June 22, 2018 CLOSING DATE: July 13, 2018 DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public</p> <p>WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Public Interest Division Equity Section 441 4th Street NW Washington, DC 20001</p> <p>NO. OF VACANCIES: Two (2)</p> <p>This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.</p> <p>DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia is seeking two trial attorneys for the Equity Section in the Public Interest Division. The Equity Section defends the District of Columbia in class actions and other major civil lawsuits filed in the United States District Court for the District of Columbia and the Superior Court of the District of Columbia, particularly those cases that seek declaratory and injunctive relief.</p> <p>The attorneys will defend the District of Columbia and its executive level agencies, officials, and employees in complex constitutional litigation brought against the District challenging its laws, regulations, policies and practices. These cases are high profile and seek injunctive and other declaratory relief, with substantial impact on executive level agencies and their programs and policies. The cases often implicate claims under the First, Second, Fourth, Fifth, and Eighth Amendments to the Constitution. The attorneys will defend all class action and other systemic challenges to the services, practices, conditions and care provided by District agencies and departments, and challenges to their component operations; civil actions seeking to enjoin enforcement of or otherwise challenge District laws; and civil actions challenging many regulatory actions taken by District agencies. These cases vary from individual to class action complaints and from singular to system-wide challenges. Because the cases often address purported systemic problems with agency programs, practices, and policies, the candidate typically will advise several constituent District agencies on matters related to pending litigation and matters where there are orders awarding permanent injunctive relief. This includes Court oversight of various consent decrees and other ongoing court monitoring of judicial relief.</p> <p>The successful candidate will file pleadings, conduct and respond to written and oral discovery, file dispositive motions, negotiate settlements, advise agency personnel on policies and practices challenged in litigation, and conduct trials and contested hearings. There is substantial contact with client agencies.</p> <p>QUALIFICATIONS: The position requires knowledge of municipal law and significant civil litigation experience. Prior civil litigation experience must include trials, motions and discovery practice, taking and defending depositions, and a thorough knowledge of the Federal Rules of Civil Procedure.</p> <p>The ideal candidates should have strong negotiation, litigation, and analytical skills, and excellent legal research, oral and written advocacy skills; the ability and willingness to manage several complex cases at one time; and proven litigation experience with the ability to litigate matters brought against the District in a fast-paced and deadline-driven environment. Outstanding writing skills and the ability to handle a heavy and complex caseload are required.</p> <p>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.</p> <p>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.</p> <p>HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) resumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlynthia Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.</p> <p>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</p> <p>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</p> <p>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</p> <p>DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</p> <p>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</p> <p>NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.</p> <p>OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF THE OFFICE OF THE ATTORNEY GENERAL</p>
Desired Class Level: Graduate/Alumni
Posting Date: June 26, 2018
Expiration Date: July 13, 2018
Contact: Ms. Arlynthia Love Program Support Assistant

441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States

Resume Receipt: E-mail

Default email for resumes.: Arlyntha.Love@dc.gov

Additional Documents: Cover Letter, Writing Sample

ID: 3543

Associate Attorney
Sherman Law Firm (Romney)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Sherman Law Firm- A Law firm engaged in the general practice of law with offices located in both Romney, West Virginia and Moorefield, West Virginia is seeking an Associate Attorney. Any applicants must be a good standing member of the WV State Bar or else currently studying and sitting for the bar exam. Please send resumes to: cwilkins@leshermanlaw.com.
Desired Class Level: Graduate/Alumni	
Posting Date: June 26, 2018	
Expiration Date: July 31, 2018	
Contact: Larry Sherman	
Attorney	
255 West Main Street Romney, West Virginia 26757 United States	
Resume Receipt: E-mail	
Default email for resumes.: cwilkins@lesherman.com	
ID: 3542	

Fellowship
Yale Law School (New Haven, CT)

Position Type: Fellowship	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	<p>The Yale Law School Career Development Office is now accepting applications for the 2018-19 CDO Public Interest Fellow. The Fellowship is a full-time, one-year residential appointment, with the possibility of reappointment.</p> <p>The CDO Public Interest Fellowship is designed for a law school graduate who is interested in pursuing a career in higher education academic administration and who has a particular interest in public interest, including both nonprofit organizations and government.</p> <p>The CDO Public Interest Fellow will:</p> <ol style="list-style-type: none">1. Strategize new avenues for learning about and promoting post-graduate public interest opportunities, focusing on non-YLS fellowships, government honors programs and other entry-level public interest employment.2. With support and training from CDO counselors, provide career counseling to students, with a focus on public interest students.3. Enhance CDO's current public interest resources and develop new resources to meet the needs of students.4. Collaborate with CDO's Public Interest Director to manage public interest fellowship application processes for several YLS fellowships administered by CDO. Coordinate with University grants office, other YLS fellowship administrators and Public Interest Director to serve the needs of fellowship applicants. Support the needs of the student-faculty Fellowship Working Group.5. Coordinate outreach to current fellows regarding their fellowship experiences and post-fellowship plans, analyze responses and author report summarizing responses.6. Coordinate Yale law student participation in several public interest career fairs. Advise students on maximizing fair experience and obtain feedback from students after events. Coordinate CDO's annual student public interest career fair and additional public interest events as needed.7. Manage CDO's weekly public interest e-news which informs the school's public interest community about career events and opportunities.8. Work with and help supervise CDO's Yale Law Student Public Interest Liaison. <p>The CDO Public Interest Fellow will commence work in summer or fall 2018 and will receive a competitive stipend plus benefits and office space at the Yale Law School.</p> <p>To apply, please email the following application materials to Kelly Voight, Assistant Dean, Yale Law School Career Development Office at kelly.voight@yale.edu:</p> <ol style="list-style-type: none">1. cover letter explaining your interest in the Fellowship and describing your public interest experience;2. resume;3. law school transcript;4. list of three references. <p>Applications will be reviewed on a rolling basis.</p> <p>Yale University considers applicants for employment without regard to, and does not discriminate on the basis of, an individual's sex, race, color, religion, age, disability, status as a veteran, or national or ethnic origin; nor does Yale discriminate on the basis of sexual orientation or gender identity or expression. Title IX of the Education Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions that receive federal financial assistance. Questions regarding Title IX may be referred to the University's Title IX Coordinator, at TitleIX@yale.edu, or to the U.S. Department of Education, Office for Civil Rights, 8th Floor, Five Post Office Square, Boston MA 02109-3921. Telephone: 617.289.0111, Fax: 617.289.0150, TDD: 800.877.8339, or Email: ocr.boston@ed.gov.Please</p>
Desired Class Level: Graduate/Alumni	
Posting Date: June 26, 2018	
Expiration Date: July 31, 2018	
Contact:	<p>Kelly Voight Assistant Dean P.O. Box 209090 New Haven, Connecticut 06520-9090 United States</p>
Resume Receipt: E-mail	
Default email for resumes.: anika.lemar@yale.edu	
Additional Documents: Cover Letter, Unofficial Transcript	
ID: 3544	

Practice Innovation Attorney

Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

Position Type:	Full-time
Practice Area(s):	All Practice Areas
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Orrick currently has an opportunity for a Practice Innovation Attorney in the Global Operations Center ("GOC") in Wheeling WV or any of our US office locations.</p> <p>Do you love working with smart, dynamic, creative legal teams? We have the opportunity for you!</p> <p>Orrick is again one of the Fortune 100 Best Companies to Work For, the annual list that recognizes companies with extraordinary workplace cultures. Selected among hundreds of companies that Fortune considered this year, Orrick is one of only five law firms to make the 2018 list.</p> <p>Your Responsibilities:</p> <p>The Practice Innovation Attorney is dedicated to supporting our practice groups, matter teams and attorneys in the delivery of efficient and high quality legal services. This professional will serve as an internal consultant and a liaison between the practice of law and the delivery of efficient legal services. He or she will play a critical role in the design and cycle of improvement as Orrick pursues its industry leading role of delivering innovative, top tier client service. Consequently, it is crucial that this Practice Innovation Attorney possess a solid understanding of the practice of law as well as a creative and industrious mindset that facilitates innovation and efficiency. Responsibilities include:</p> <ul style="list-style-type: none">• Coordinating and leading efforts with practice groups and individual attorneys to develop and improve the use of practice content to streamline the firm's legal services• Supporting and leading projects to improve the delivery of our legal services, including process mapping, project planning, and resource integration• Developing and delivering training on practice content, resources, and the efficient delivery of legal services• Evaluating and benchmarking the firm's services and tools through external benchmarking and competitive intelligence• Instituting workflows and processes to improve the utilization of practice content• Communicating and consulting with administrators, attorneys, paralegals and staff on the firm's practice content, efficiency and legal service initiatives and projects• Developing and maintaining internal practice resource content• Assisting with marketing, business development and client-related materials about the firm's practice resources, tools, and efficiency initiatives <p>Your Qualifications:</p> <ul style="list-style-type: none">• Juris doctorate (J.D.) from an accredited university or college is required.• Minimum of four (4) years of experience as an attorney in a large law firm.• Superior written and verbal communication skills with demonstrated ability to present complex ideas to attorneys, managers, clients, and the general public.• Committed to solving practical problems and taking care of a variety of concrete variables in situations where only limited standardization and/or specific direction exists.• Excellent analytical, project management, prioritization, and organization skills.• Able to work independently with excellent judgment, handle multiple tasks at a time, and quickly prioritize projects.• Ability to work collaboratively and build positive relationships at all organizational levels.• Flexible dedicated teammate with ability to approach problems with a sense of ownership, enthusiasm, and innovation.• Strong interpersonal and customer service skills, coupled with a positive outlook; excellent public relations and tact skills.• Familiarity with best practices and technology to manage workflows, documents and communications.• Availability to travel as necessary.• Passionate about the importance and relevance of knowledge management, practice and project management and efficiency to help the firm meet its overall business plan.• Ambition, high energy, and initiative to work beyond the position's written duties and assist as needed. <p>Orrick is a leading global law firm with a particular focus on serving companies in the technology, energy and financial sectors. We are recognized worldwide for delivering the highest-quality legal advice and for our culture of innovation and collaboration.</p> <p>Our formula for success is simple—we provide the highest quality service to our clients and we hire the brightest and most talented individuals at every level. As an employer of choice we will provide our employees with challenging work, training opportunities, team oriented culture, and the opportunity to work with the best talent in the legal profession.</p> <p>Our Global Operations Center in Wheeling, West Virginia, is home to more than 300 members of our team. Established more than a decade ago, it was the first centralized administrative operation in a major law firm.</p> <p>Orrick offers a friendly work environment, competitive salary, and excellent benefits.</p> <p>Please visit www.orrick.com for more information about the firm.</p> <p>To submit your resume and cover letter for this position, please visit our Paralegal and Professional Staff listing at www.orrick.com/careers/.</p> <p>No phone calls please.</p> <p>All qualified applicants will receive consideration for employment without regard to race, sex, color, religion, national origin, sexual orientation, gender identity, protected veteran status, or on the basis of disability.</p> <p>Consistent with the SF Fair Chance Ordinance, an arrest and conviction record will not automatically disqualify a qualified applicant from consideration.</p> <p>Qualified applicants with criminal histories will be considered for the position in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	June 26, 2018
Expiration Date:	August 25, 2018
Contact:	Karen L. Sincavich HR Generalist 2121 Main Street Wheeling, West Virginia 26003 United States http://www.orrick.com
Resume Receipt:	Other (see below)
How to Apply:	To submit your resume and cover letter for this position, please visit our Paralegal and Professional Staff listing at https://www.orrick.com/Careers
	No phone calls please.
Additional Documents:	Cover Letter
ID:	3545

Attorney
Legal Aid of West Virginia

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: Clarksburg Attorney Position
Immediate opening for an attorney in Legal Aid of West Virginia's Clarksburg office to provide civil legal services to domestic violence victims. The positions will involve litigation, outreach, and close work with domestic violence service partners and law enforcement. Highly rewarding work with terrific benefits (4+ weeks' vacation/holidays, PEIA medical coverage). Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Tuesday, July 3, 2018. EOE Qualified attorneys with military experience, women, minorities and people with disabilities are encouraged to apply.
If you have any questions, please let me know.
Thanks and have a great day,
Kerry LeMasters
Desired Class Level: Graduate/Alumni
Posting Date: June 25, 2018
Expiration Date: July 3, 2018
Contact: Ms. Kerry LeMasters Administrative Director Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States
Resume Receipt: E-mail
Default email for resumes.: jobs@lawv.net
Additional Documents: Cover Letter
ID: 3541

Administrative Director of Courts
Supreme Court of Appeals of West Virginia (Charleston WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>Administrative Office of The Supreme Court of Appeals of West Virginia Position Announcement Administrative office - Kanawha County Employment Opportunity Position open until filled (Posted 06/14/18) The Supreme Court of Appeals of West Virginia has an immediate professional opportunity for an Administrative Director of Courts in Charleston, West Virginia. This position directly reports to the Chief Justice of the Supreme Court of Appeals, as well as the other Justices. Administrative Director of Courts Position Purpose: This position performs highly responsible administrative work in directing the administrative activities of the Supreme Court and carrying out the duties set forth in Article VIII, § 3 of the West Virginia Constitution and West Virginia Code Chapter 51. Primary areas of responsibilities include: Security Services; Communications and Public Information; Legal Services, including Library and Human Resources Services; Technology Services; Finance, Accounting and Administration Support, including Payroll and Facilities Management; Education and Outreach Programs; Probation Services; and Court Services and Support, including Children and Juvenile Services, Circuit, Family, Magistrate, and Specialty Courts, including Drug and Business Courts. The Administrative Director also serves as a liaison to advisory groups of committees, of Justices, Judges, administrators that provide recommendations and advice for policy-making, business practice change, and service delivery. Minimum Qualifications: <ul style="list-style-type: none">• Bachelor's Degree from an accredited institution with a degree in judicial administration, business administration, public administration, law, or a related administration field. Juris Doctorate or advanced degree highly preferred.• At least ten (10) years of progressively responsible experience in legal administration, court administration, and/or related judicial experience is highly preferred, but not mandatory.• At least ten (5-10) years of supervisory experience preferred. Skills and Knowledge: <ul style="list-style-type: none">· Licensed to practice law in West Virginia (highly preferred).· Ability to interact with the public and government officials in a variety of situations and circumstances.· Ability to organize, direct, and coordinate administrative activities in a manner conducive to full performance and high morale.· Knowledge of the organization, functions, responsibilities, and procedures of the courts.· Knowledge of court procedures, legal documents, laws, and legal factors pertaining to the West Virginia judiciary highly desirable.· Knowledge of modern principles and practices of public administration.· Ability to express ideas on a variety of subjects, including legal and technical, clearly and concisely, orally and in writing.· Demonstrated leadership acumen with high ethics and the ability to perform ad hoc problem solving in fast paced, high pressure situations. Primary Duties and Responsibilities include: <ul style="list-style-type: none">• Supports the Supreme Court of Appeals of West Virginia in discharging its responsibility to provide for the administration of justice.• Implements the rules, orders, and policies of the Court as they apply to court administration as well as enforces all Chief Justice directives and state statutes related to courts within the West Virginia Judicial System.• Develops and implements strategic plans designed to ensure a shared vision and values throughout the Courts of West Virginia.• Develops, promotes, and enforces statewide administrative practices and procedures under the direction and approval of the Supreme Court of Appeals. Engages in continuing examination and evaluation of existing administrative practices and procedures toward making recommendations for improvements.• Leads and directs with integrity the employees of the Administrative Office of the Supreme Court through oversight of employee selection, employment, performance management, and termination processes, executed in accordance with the law and sound human resources management principles.• Prepares the state judicial budget following principles of cost-effectiveness, efficiency, and transparency. Monitors expenditures to ensure compliance with the budget.• Gathers and analyzes a variety of reports and statistics, and makes recommendations for appropriate action in support of the principles of the Supreme Court of Appeals.• Participates in appropriate and assigned legislative, executive, public, and other extracurricular activities toward promotion of the efforts of the Supreme Court and its administration of justice, including the delivery of speeches, papers, and other materials to diverse groups. Represents the Supreme Court in non-judicial matters with outside entities such as law enforcement, news media, committees, bar associations, and other groups having an interest in the courts of West Virginia, and administrative matters such as delivery of probation and related services, and the high overriding goal of administration of justice in West</div>

Virginia.

- Performs other duties as assigned

Criminal Background Check: Successful candidates must submit to criminal background check and a drug screen.

Compensation and Benefits include:

- Competitive salary based on experience and qualifications,
- Medical Insurance,
- Optional Flexible Benefits Coverage (dental, vision, disability, and excess medical),
- Life insurance,
- Defined benefit pension plan,
- Section 457 deferred compensation plan, 12 paid holidays, and
- Annual and sick leave.

West Virginia Courts

West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at www.courtswv.gov.

Equal Opportunity in Employment

It is the policy of the West Virginia judiciary to provide equal opportunity in employment for all persons, and to recruit, select, train, promote, retain, and discipline without regard to race, color, sex, age, disability, religion, sexual orientation, or national origin. Further, it is the policy of the West Virginia judiciary to maintain a professional workplace in which individuals are accorded respect, and an environment free of harassment, including verbal or physical conduct that creates an intimidating or hostile environment for any individual on any prohibited basis. As an employer with an Equal Employment Opportunity/Affirmative Action Plan, the Court complies with government regulations and related Equal Employment Responsibilities where applicable.

Application Process

To apply for this position, please direct the completed Court Employment Application (available on Court website), signed and notarized Release for Criminal/Background Check (available on Court website), along with a letter of interest highlighting applicable experience, and a resume, including references to:

Joan.Mullins@courtswv.gov

Thank you for your interest in employment with the Supreme Court of Appeals of West Virginia.

Desired Class Level: Graduate/Alumni
Posting Date: June 15, 2018
Expiration Date: August 31, 2018
Contact: Joan Mullins Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305
Resume Receipt: E-mail
Default email for resumes.: Billie.T.Catlett@wv.gov
Additional Documents: Cover Letter
ID: 3532

Share Job Description - Deputy General Counsel for Health Sciences Center (09058) Deputy General Counsel for Health Sciences
West Virginia University

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>Deputy General Counsel for Health Sciences Center</div> <div>09058</div> <div>Description</div> <div>The General Counsel's Office at West Virginia University is accepting applications for the position of Deputy General Counsel for Health Sciences Center. This position, which reports directly to the General Counsel, will represent and advocate the legal interests of West Virginia University, the WVU Board of Governors, the President, and others on legal matters affecting the University by rendering a broad array of legal services as assigned, including, without limitation:</div> <div><ul style="list-style-type: none">• Provide advice and guidance to senior administration, Deans, faculty, and staff within the University Health Science Center.• Provide direct policy-making input and advice on matters of substantial magnitude related to critical University activities, policy questions and operation procedures and, as needed, draft, modify, or review institutional policies, procedures, and practices.• Assist the University with clinical trial negotiation, agreements, administration, and compliance.• Assist the University with federal, state, and industry sponsored contract and research grant solicitation, negotiation, administration, and compliance.• Review, draft, and negotiate contracts on behalf of the University.• Provide advice and counsel on research related activities engaged in by the University including, but not limited to federal, state, or administrative agency research and contract compliance issues, industry clinical research, and conflict of interest.• Provide, under supervision of General Counsel, high quality advice to the Board on legal matters affecting the University.• Provide advice and assist in the negotiation and review of matters pertaining to acquisitions, public-private partnerships, strategic alliances, large-scale contracts and other commercial transactions and relations relating to the University.• Provide advice and counsel on patient care activities engaged in by faculty, staff, and students at the Health Sciences Center in Morgantown, at the Charleston Division, at the Eastern Division, and at affiliated location.• Provide advice and counsel on healthcare compliance, including but not limited to federal, state, or administrative regulatory compliance, HIPPA, and professional credentialing issues.• Manage and oversee outside counsel regarding medical malpractice litigation or other litigation matters.• Provide advice and counsel on employment issues relating to clinician track faculty and residents.• Provide advice and counsel on academic and research integrity issues.• Responsible for the supervision and evaluation of Senior Associate General Counsels and Associate General Counsels from time to time as assigned by the General Counsel, and is expected to act as a guide and mentor for other office attorneys in all aspects of their work.• All other duties as may be assigned from time to time by the General Counsel.</div> <div>Qualifications</div> <div><ul style="list-style-type: none">• J.D. degree from an accredited law school• Experiential knowledge in two or more of the following areas of legal practice is required: health care law, contract law (especially complex transactions), employment, in-house representation of a public agency or other complex organization, corporate law, compliance with regulations governing federal research or clinical trials, intellectual property, and litigation.• 10 years relevant experience preferred in health care law, contract law (especially complex transactions), employment, in-house representation of a public agency or other complex organization, corporate law, compliance with regulations governing federal research or clinical trials, intellectual property, and litigation.• Currently licensed to practice law in West Virginia or become licensed within the first twelve months of employment• Valid driver's license</div> <div>Requirements</div> <div>Background check</div> <div>About WVU</div> <div>At West Virginia University, we pride ourselves on a tireless endeavor for achievement. We are home to some of the most passionate, innovative minds in the country who push their limits for the sake of progress, constantly moving the world forward. Our students, faculty and staff make this institution one of the best out there, and we are proud to stand as one voice, one university, one WVU. Find out more about your opportunities as a Mountaineer at http://hr.wvu.edu/</div> <div>West Virginia University is an Equal Opportunity/Affirmative Action Employer and the recipient of an NSF ADVANCE award for gender equity. The University values diversity among its faculty, staff and students, and invites applications from all qualified individuals, including minorities, females, individuals with disabilities and veterans.</div> <div>Job Posting: Jun 13, 2018 Posting Classification: Non-Classified Exemption Status: Exempt Benefits Eligible: Yes Schedule: Full-time</div>
Desired Class Level: Graduate/Alumni
Posting Date: June 15, 2018
Expiration Date: July 15, 2018
Contact: Human Resources Human Resources 1 Law Center Drive Morgantown, West Virginia 26505 United States

Resume Receipt: E-mail
Default email for resumes.: WVUHIRE@mail.wvu.edu
ID: 3534

Chinese/ Spanish-Speaking Bilingual Junior Attorney (Flushing, New York)
Troy Law, PLLC (Flushing, New York)

Position Type:	Full-time
Practice Area(s):	Employment
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM in Downtown Flushing, NY. We engage in aggressive litigation on behalf of blue-collar immigrant workers against employers who violate federal and state laws.</p> <p>Seeking a BILINGUAL JUNIOR ASSOCIATE to support all aspects of our fast-paced business. Primary responsibilities include research and drafting discovery requests and responses, motions, and other forms of correspondence to courts, interviewing clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions. This position is a great opportunity for bilingual attorneys with a demonstrated interest in economic justice/ poverty alleviation. Fluency in Chinese/ Spanish is a requirement. Admission to the NY Federal Bar is a must. (Note: Recent law graduates who have passed the bar but have not yet been admitted should apply only once they are admitted to the bar and to the district court as well.)</p> <p>Requirements</p> <p>Fluency in Chinese/ Spanish is a must!</p> <p>Applicant must be already admitted to New York Federal District Court Bar, and preferably in the District of New Jersey as well.</p> <p>An ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.</p> <p>To apply, send a resume with cover letter, legal writing sample, writing sample in either Chinese or Spanish, school transcript, & list of cases in which you appeared as the attorney of record for.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level:	LLM, Graduate/Alumni
Posting Date:	June 12, 2018
Expiration Date:	July 12, 2018
Contact:	<p>Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com</p>
Resume Receipt:	E-mail
Default email for resumes.:	recruit@troypllc.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID:	3529

Experienced Wage and Hour Attorney (Flushing, New York)
Troy Law, PLLC (Flushing, New York)

Position Type:	Full-time
Practice Area(s):	Employment
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM located in downtown Flushing, NY. Seeking an EXPERIENCED EMPLOYMENT LAW LITIGATION ASSOCIATE.</p> <p>Primary responsibilities include managing and assigning cases to junior associates, directing the researching and drafting of discovery requests and responses, motions, and other forms of correspondence to courts, supervising intakes of clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions.</p> <p>This position is a great opportunity for attorneys with a demonstrated interest in employment wage-and-hour law.</p> <p>Requirements:</p> <p>â”• Candidates must have at least two (2) years of relevant TRIAL experience in wage-and-hour and employment discrimination law before US district courts;</p> <p>â”• who is Admitted in New York Federal Bar for at least one (1) year, and preferably in New Jersey;</p> <p>â”• The ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.</p> <p>â”• Ability to speak Chinese and/or Spanish preferred, but not required.</p> <p>To apply, send a resume with writing sample, cover letter, school transcript, & list of cases in which you appear as the attorney of record. Please apply only if you meet all of the requirements above.</p> <p>Summarize your Employment Law Trial Experience in a Table Format with the following pertinent information:</p> <p>â€¢ Complaint Filing Date;</p> <p>â€¢ Court;</p> <p>â€¢ Index Number;</p> <p>â€¢ Brief Description of Nature of Case (Wage-and-Hour or Employment Discrimination, including whether the case is a class-action case); and</p> <p>â€¢ Your involvement in the case (in intake, computation of damages, motion drafting, and other pertinent information).</p> <p>All your information will be kept confidential.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level:	LLM, Graduate/Alumni
Posting Date:	June 12, 2018
Expiration Date:	July 12, 2018
Contact:	Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com
Resume Receipt:	E-mail
Default email for resumes.:	recruit@troypllc.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID:	3530

Three-Month Student/ Recent Graduate/ Rookie Attorney Internship (Flushing, New York)
Troy Law, PLLC (Flushing, New York)

Position Type:	Internship
Practice Area(s):	Bankruptcy, Employment, Immigration/Refuge, Labor
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>Gain hands-on legal experience in a friendly, fast-paced, 25-year-old boutique law firm with experienced attorneys and collegial staff by applying to the: 3-Month Legal Internship.</p> <p>The internship program is offered in our bustling downtown Flushing, where we conduct a diverse practice specializing in WAGE AND HOUR (EMPLOYMENT) LAW. Our GENERAL PRACTICE also includes:</p> <ol style="list-style-type: none">1. REAL ESTATE transactions;2. IMMIGRATION -- Family & Employment-based;3. MATRIMONIAL -- Contested & Un-contested;4. CORPORATION -- Incorporating, Stock Subscription & Acquisition;5. BANKRUPTCY -- Chapter 7, 13 & 11;6. COMMERCIAL LITIGATION--IP; and7. PERSONAL INJURY -- City, State & Federal Courts. <p>Successful candidate(s) will gain experience in all aspects of LITIGATION PRACTICE under direct attorney supervision and will receive training in:</p> <ol style="list-style-type: none">1. Drafting Complaints, Answers, Affirmative Defenses & Counterclaims;2. Conducting Discovery, such as Automatic Disclosures, Interrogatories, Requests for Document Production, Deposition Appearance;3. Writing Legal Memos on Motions for Summary Judgment, Motions to Dismiss, Temporary Restraining Orders, PI, Attachment;4. Preparing Trial Notebook, Pre-trial Order, Jury Instructions, Voir Dire, Motion in Limine, Evidentiary Hearing & Trial;5. Training in ECF, PACER, NYSCEF for Fed, State and Bankruptcy;6. Interviewing Clients, Court Appearances; and7. Working with government agencies. <p>EXCELLENT TRAINING for</p> <ul style="list-style-type: none">• Recent law school graduate or law student looking to obtain crucial experience in above specialty work in a competitive market or to apply to future careers,• New attorney, awaiting admission, pending bar result• February 2016 Bar Exam Takers and/or a• Rookie attorney from a foreign state with limited knowledge about NY/Fed practice. <p>Fellow interns have been recent graduates of top law schools across the nation including Harvard, Yale, University of Pennsylvania, University of Virginia, Columbia, NYU, Fordham, Cornell, Boston, Vanderbilt, Emory and Tulane Law Schools.</p> <p>An intern can also receive academic credit under school program for an Internship, Externship, OPT, or 50 hours of Pro Bono, and a letter of recommendation upon request and successful completion.</p> <p>Those interested in litigation practice, including the opportunity to conduct a trial at the back end of the initial term are strongly encouraged to apply.</p> <p>Apply with a cover letter, resume, writing sample, and school transcript. Fluency in Mandarin Chinese and/or Spanish is a plus and should be noted on the cover letter, but is by no means required.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, Queens. The scheduling is flexible.</p>
Desired Class Level:	1L, 2L, 3L, LL.M, Graduate/Alumni, Class Level
Posting Date:	June 12, 2018
Expiration Date:	July 12, 2018
Contact:	Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com
Resume Receipt:	E-mail
Default email for resumes.:	recruit@troypllc.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID:	3531

Attorney

Public Defender Corporation for the 9th Judicial Circuit (Princeton, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>The Public Defender Corporation for the 9th Judicial Circuit has an attorney job opening available now.</p> <p>We represent indigent clients for:</p> <ol style="list-style-type: none">1. Felony2. Misdemeanor3. Probation Revocation4. Juvenile5. Mental Hygiene6. Abuse and Neglect7. Extradition8. Contempt9. Other <p>in Mercer County, West Virginia. We offer a competitive salary and benefits. Please submit your resume, including salary requirements and your West Virginia Bar number.</p> <p>Mail to 1460 E. Main Street, Box 4, Princeton, WV 24740 or fax to (304)425-7189.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	June 11, 2018
Expiration Date:	July 31, 2018
Contact:	Ms. M. Denise Campbell Office Manager 1460 East Main Street, Box 4 Law Building, 3rd Floor Princeton, West Virginia 24740 United States
Resume Receipt:	Other (see below)
How to Apply:	Mail to: 1460 E. Main Street, Box 4, Princeton, WV 24740 or fax to (304) 425-7189
ID:	3528

Associate General Counsel
Ohio University (Athens, Ohio)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>OHIO UNIVERSITY - Associate General Counsel Below you will find the details for the position including any supplementary documentation and questions you should review before applying for the opening. To apply for the position, please click the Apply for this Job link/button. If you would like to bookmark this position for later review, click on the Bookmark link. To email this position to a friend, click on the Email to a Friend link. If you would like to print a copy of this position for your records, click on the Print Preview link. Applicant Portal Voluntary Demographics The information requested below is used to assist us in our compliance with Federal/State equal employment opportunity record keeping and reporting. Your response is voluntary and will not be used in any way to determine your eligibility for employment.Bookmark this Posting Print Preview Apply for this Job Please see Special Instructions for more details. Please complete the online application and be prepared to attach required documents. Required documents include detailed cover letter and resume. Position will remain open until filled; for full consideration, Apply by June 29, 2018. Posting Details Applications will be accepted until midnight (Eastern Time Zone) on the 'Posting End Date' shown below. Position Information Job Title Associate General Counsel Applications Accepted From Public: Open to the public Special Instructions to Applicants Please complete the online application and be prepared to attach required documents. Required documents include detailed cover letter and resume. Position will remain open until filled: for full consideration, Apply by June 29, 2018. This position is eligible for the following benefits: Level 1 - Medical/Rx, Vision, Dental, Ortho; Winter Break Closure; Holidays Paid; Basic/Supp/Dep Life; Educ. Benefits; Sick Leave; Vacation; Retirement Posting Number 20161643S Job Description Advises administrators and faculty on legal issues; reviews and approves university contracts, including real estate, information technology and construction; assists with the development of university policies; manages litigation; and represents the university before federal agencies and state and local governmental bodies. Minimum Qualifications Must be currently licensed to practice law in the State of Ohio; and have a minimum of 3 years of legal practice. Preferred Qualifications Experience with higher education or state or local government; demonstrated ability to handle complex legal matters and to advise clients with confidence and credibility; business transactional experience including real estate, information technology and construction; and at least 6 years of legal practice. Department Legal Affairs Office Pay Rate Job Open Date 05/30/2018 Posting Close Date 06/29/2018 Job Category Administrative - Exempt-Salaried Months 12 Planning Unit Office of the President Work Schedule Campus Athens Expected hours worked per week 40 Expected duration of assignment Applicants may contact this person if they have questions about this position. Miranda L. West, westm2@ohio.edu Diversity Statement Ohio University is committed to creating a respectful and inclusive educational and workplace environment. Ohio University is an equal access/equal opportunity and affirmative action employer with a strong commitment to building and maintaining a diverse workforce. Women, persons of color, persons with disabilities, and veterans are encouraged to apply. Ohio University is a member of the OH/Western PA/WV Higher Education Recruitment Consortium. www.ohwpawvhrc.org Job Information Employment Type Full-Time Regular</div>
Desired Class Level: Graduate/Alumni
Posting Date: June 7, 2018
Expiration Date: June 29, 2018
Contact: Ms. Sara Trower Executive Director 79 S. Court St. Lindley Hall 006 Athens, Ohio 45701 United States http://www.ohio.edu
Resume Receipt: Other (see below)
How to Apply: Please apply at: https://www.ohiouniversityjobs.com/postings/26973
ID: 3513

Chicago - Legal Recruiting Assistant
Foley & Lardner LLP (Chicago)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Chicago - Legal Recruiting Assistant Foley & Lardner LLP</p> <p>The National Legal Recruiting Assistant will provide administrative support to the Legal Recruiting team with emphasis on the campus interviewing process and summer and new associate on-boarding. This will include posting positions, creating job requisitions, entering candidates into an applicant tracking system and auditing their status, communicating with firm and recruiting leadership, processing new hire paperwork, processing reimbursements, and coordinating conflict clearance. In addition, the Assistant will complete surveys on behalf of the national recruiting department, including those requested by NALP and the various law schools at which we recruit. The Legal Recruiting Assistant supports various event planning initiatives of the Recruiting Department, the most significant of which is the popular 3-day annual Summer Associate Retreat. Qualifications include a minimum of one year of experience working in a professional office environment; proficiency with MS Word, Excel, and database solutions/applicant tracking software; excellent organizational skills, attention to detail and the ability to multitask; the ability to work under pressure in a fast-paced environment; and the ability to exercise initiative, sound judgment and professionalism in performing assigned tasks are needed. Preferred qualifications include a Bachelor's degree with a focus in Human Resources, Business, Psychology, or a law related field and previous experience in a law firm or professional services environment, especially in a recruiting and/or onboarding role. Affirmative Action/Equal Opportunity Employer/M/F/Vet/Disabled.</p>
Desired Class Level: Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: August 1, 2018	
Contact:	<p>Rebecca Bradley Director, Legal Recruiting 321 North Clark Street Suite 2800 Chicago, Illinois 60654 United States</p>
Resume Receipt: Other (see below)	
Default email for resumes.: Bonnie.Tunick@cityofchicago.org	
How to Apply: Apply online at http://www.foleyrecruiting.com/	
ID: 3515	

LAW CERK – Job #: 61989BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 13, 2018	
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States	
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3518	

LAW CLERK – Job #: 61910BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p> <p>LAW CLERK – Job #: 61910BR</p> <p>Columbia, Kentucky (Adair County)</p> <p>Application Deadline: 6/11/2018</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 11, 2018	
Contact:	Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3525	

LAW CLERK – Job #: 61986BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p> <p>LAW CLERK – Job #: 61986BR</p> <p>Prestonsburg, Kentucky (Floyd County)</p> <p>Application Deadline: 6/13/2018</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 13, 2018	
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States	
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3520	

LAW CLERK – Job #: 61994BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p> <p>LAW CLERK – Job #: 61994BR</p> <p>Covington, Kentucky (Kenton County)</p> <p>Application Deadline: 6/13/2018</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 13, 2018	
Contact:	Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3522	

LAW CLERK – Job #: 61995BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p> <p>LAW CLERK – Job #: 61995BR</p> <p>Cynthiana, Kentucky (Harrison County)</p> <p>Application Deadline: 6/13/2018</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 13, 2018	
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States	
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3523	

LAW CLERK – Job #: 62000BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p> <p>LAW CLERK – Job #: 62000BR</p> <p>Elizabethtown, Kentucky (Hardin County)</p> <p>Application Deadline: 6/13/2018</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 13, 2018	
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States	
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3524	

LAW CLERK – Job #: 62001BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p> <p>LAW CLERK – Job #: 62001BR</p> <p>Paducah, Kentucky (McCracken County)</p> <p>Application Deadline: 6/13/2018</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 13, 2018	
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States	
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3519	

LAW CLERK – Job #: 62002BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>Clerk positions are intended for individuals planning to take the July bar exam. It does not matter in which state the applicant plans to take the bar exam. Upon passing the bar, out-of-state licensed attorneys may apply for the Kentucky Limited License which allows them to practice for up to 18 months during which time, they must take and pass the Kentucky bar exam. Currently licensed attorneys (in any state) are also eligible to apply for Clerk positions.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>SALARY:</p> <p>Clerk positions: \$2,657.70 per month and includes state employee benefits</p>
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: June 7, 2018	
Expiration Date: June 13, 2018	
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States	
Resume Receipt: E-mail	
Default email for resumes.: Patti.Heying@ky.gov	
ID: 3521	

STAFF ATTORNEY I – Job #: 61914BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>CONTACT PERSON: Patti Heying, Recruiter Patti.Heying@ky.gov</div> <div>AGENCY DESCRIPTION: Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</div> <div>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</div> <div>Staff Attorney I : Starting salary begins at \$42,000.00 with a 5% increment raise after a 6-month probationary period</div> <div>STAFF ATTORNEY I – Job #: 61914BR Henderson, Kentucky (Henderson County) Application Deadline: 6/11/2018</div>
Desired Class Level: Graduate/Alumni
Posting Date: June 7, 2018
Expiration Date: June 11, 2018
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States
Resume Receipt: E-mail
Default email for resumes.: Patti.Heying@ky.gov
ID: 3517

STAFF ATTORNEY I – Job #: 61984BR
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>STAFF ATTORNEY I – Job #: 61984BR</div> <p>Applicants for Staff Attorney positions must be licensed to practice law in the Commonwealth of Kentucky OR comply with SCR 2.111 Limited Certification of admission to practice OR SCR 2.112 Attorney participants in defender or legal services programs.</p> <p>HIRING PROCESS:</p> <p>If the job # links do not function properly go to:</p> <p>https://careers.ky.gov</p> <p>Click "Search Jobs"</p> <p>Type either the job number to see the specific job OR type "Department of Public Advocacy" to see all positions for our agency.</p> <p>CONTACT PERSON:</p> <p>Patti Heying, Recruiter Patti.Heying@ky.gov</p> <p>AGENCY DESCRIPTION:</p> <p>Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.</p> <p>We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.</p> <p>Staff Attorney I : Starting salary begins at \$42,000.00 with a 5% increment raise after a 6-month probationary period</p> <p>STAFF ATTORNEY JOBS:</p> <p>STAFF ATTORNEY I – Job #: 61984BR</p> <p>London, Kentucky (Laurel County)</p> <p>Application Deadline: 6/13/2018</p>
Desired Class Level: Graduate/Alumni
Posting Date: June 7, 2018
Expiration Date: June 13, 2018
Contact: Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States
Resume Receipt: E-mail
Default email for resumes.: Patti.Heying@ky.gov
ID: 3516

Attorney

Washington State Attorney General's Office

Position Type: Full-time	
Geographic Preference: Pacific Northwest (WA, OR, ID)	
Description:	
Greetings from the Washington State Attorney General's Office!	
On behalf of the Washington State Attorney General's Office, we are hoping you will share the following information with your students:	
Each fall the Office of the Attorney General conducts an Honors Program during which we entertain applications from third-year law students and judicial clerks. At the end of this process, we will extend offers of Assistant Attorney General positions to approximately 5-7 applicants. In addition to our Honors Program for third-year law students, we are recruiting second-year law students interested in serving as a volunteer law clerk next summer.	
For 3Ls: To apply and be considered for an attorney position via our Honors Program, interested applicants will need to apply by visiting the posting located HERE and follow the application directions. The deadline to apply is August 18, 2018. Applications will be reviewed and invitations to interview will then be extended.	
For 2Ls: To apply and be considered for a volunteer law clerk position next summer via our fall recruitment process, interested applicants will need to visit the posting and apply directly to it. A link to the 2L posting is HERE . The deadline to apply is August 31, 2018. Applications will be reviewed and invitations to interview will then be extended.	
Letrice Tobin	
Human Resources Consultant	
Attorney General of Washington	
(206) 587-5613	
Letrice.Tobin@atg.wa.gov	
Desired Class Level: 2L, 3L, Graduate/Alumni	
Posting Date: June 5, 2018	
Expiration Date: August 18, 2018	
Contact: Letrice Tobin Human Resources Consultant 800 5th Avenue, Suite 2000 Seattle, Washington 98104 United States	
Resume Receipt: E-mail	
Default email for resumes.: jobs@cair.com	
ID: 3509	

Law Clerk 2019-2020
NJ Courts (Trenton, NJ)

Position Type: Full-time
Practice Area(s): All Practice Areas
Description: <div>Law Clerk 2019-2020</div> <div>Court Term: August 26, 2019 through August 31, 2020</div> <div>Salary Information</div> <div>Supreme Court - \$65,580</div> <div>Superior Court Appellate Division - \$59,875</div> <div>Superior Court Assignment Judge - \$54,886</div> <div>Superior Court Chancery Division, General Equity - \$54,886</div> <div>Superior Court Chancery Division, Family - \$50,562</div> <div>Superior Court Law Division (Civil and Criminal) - \$50,562</div> <div>Tax Court - \$50,562</div> <div>Salaries listed are based on a 53 week court term. These are salary levels for the 2018-2019 Court Term. The salaries for the 2019-2020 Court Term are to be determined based on funding availability.</div> <div>Individuals who have served or are currently serving a trial court or Tax Court clerkship may be eligible to serve an additional one year clerkship in the Appellate Division or Supreme Court.</div> <div>Start your legal career in a court system recognized as one of the best in the nation and enhance your future career prospects. Professional law clerk positions are available in the New Jersey Judiciary for individuals with strong communication and analytical skills. Supreme Court law clerks work with justices on complex cases involving difficult issues of law. Appellate Division law clerks conduct research, analyze legal data, prepare legal memoranda, process emergent motion applications, and proofread published opinions. Law clerks for assignment judges learn all aspects of court administration and assist with processing emergent motions. Trial court law clerks gain practical experience while gaining valuable insight into the judicial process. Under the direction of one or more judges over the course of the year, trial court law clerks observe judicial proceedings, attend conferences with attorneys and judges, receive training in mediation and mediate small claims cases and summarize information for judges. Tax Court law clerks perform duties similar to those assigned to law clerks in the Appellate Division and trial courts, but do not mediate cases.</div> <div>As of June 18, 2018, applicants may apply directly to justices or judges through the Judiciary's web-based portal. Applications will not be accepted before that date. Applicants will be contacted directly by the justices or judges for interviews on or after June 25, 2018.</div> <div>To apply for a clerkship, please click here http://www.judiciary.state.nj.us/public/lawclerks.html (available June 18, 2018).</div> <div>For questions regarding clerkships, please email LawClerkFAQ@njcourts.gov</div> <div>Qualifications</div> <div>Law clerks must have graduated from an American Bar Association-approved law school and must not have practiced law by the time of their law clerk appointment.</div> <div>The Judiciary's law clerkship program is intended for recent law school graduates (defined as graduating law school within the past four (4) years) who have not yet engaged in the practice of law. Selected candidates will be required to provide an official, final law school transcript, not a photocopy, which includes the date of graduation from their law school at the time of hire. Excellent writing and analytical skills are essential.</div> <div>It is helpful to have completed a course in mediation prior to the start of the clerkship. Under Court Rule, all trial court law clerks who will serve as mediators must first complete the Judiciary sponsored 12-hour mediation training or its equivalent. Applicants selected for clerkships can request a waiver from attending the Judiciary's training program at the start of the court term by providing documentation that confirms that they successfully completed an approved alternative dispute resolution course.</div> <div>Supplemental Information</div> <div>Note: Law clerks may hold outside employment with prior approval as provided in the Code of Conduct for Judiciary Employees. The Code is available online at https://njcourts.gov/public/assets/access/codeofconduct_hr.pdf</div> <div>Driver's License: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle is necessary to perform essential duties of the position.</div> <div>Authorization to Work: US citizenship is not required. Selected candidate must be authorized to work in the US according to Department of Homeland Security, US Citizenship and Immigration Services regulations.</div> <div>Special Note: Individuals selected for clerkships must agree to a thorough background check, which will include fingerprinting. All data received will be kept in the strictest confidence except to inform the individual of the findings and what action will be taken as a result of this information.</div> <div>Residency Law: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all persons newly hired by the Judiciary must establish, and then maintain, principal residence in the State of New Jersey. Law clerks are not subject to the residency law during their 53 week term. Additionally, law clerks who serve a second clerkship in a higher court are exempt from the residency requirement. Clerks who anticipate moving into another state position immediately following their clerkship(s) must be mindful that, upon conclusion of their clerkship term, they will need to be New Jersey residents.</div> <div>Approximately 480 clerkships are available. Of those, a limited number of clerkships exist for the Supreme Court, Superior Court Appellate Division, Superior Court Assignment Judges, Superior Court Chancery Division in general equity court, and in the Tax Court. Applicants interested in those positions should apply early during the hiring process. Most openings exist in the Superior Court Law Division in civil and criminal court, and Superior Court Chancery Division in family court. For additional information see the Judiciary's website at https://njcourts.gov/public/lawclerks.html. Minorities, women, individuals with disabilities and other protected class members are encouraged to apply.</div> <div>The NJ Judiciary requires all applicants to complete the application process fully and as instructed. All applicants must complete the work experience and education sections and attach any required documents. Applications must describe all relevant work experience in detail, beginning with your current or most recent job, including military service (indicate rank), internships and job-related volunteer work, if applicable. Use a separate section to describe each position. Applicants who indicate "see resume" or enter their initials to acknowledge that they have skipped the Work History and Education sections will not be considered, unless they do not possess any education history or work experience. Only applicants that follow the application instructions and submit completed applications will be considered.</div> <div>The New Jersey Judiciary consists of: the Supreme Court, the Superior Court including the Appellate Division and the Trial Court of the 15 vicinages in New Jersey, the Tax Court and the Municipal Court System. The Administrative Office of the Courts provides technical assistance, operational support, training, research and development, budget and personnel coordination, and development and operation of information systems for the Courts of New Jersey.</div> <div>The Judiciary of New Jersey is an Equal Opportunity/Affirmative Action Employer Committed to Ensuring an Open Door to Justice</div>
Desired Class Level: 3L, LL.M, Graduate/Alumni
Posting Date: June 5, 2018
Expiration Date: March 30, 2019
Contact: Lauren Morales 25 Market Street Trenton, New Jersey 08611

Resume Receipt: Other (see below)
How to Apply: https://www.governmentjobs.com/careers/njjudiciary/jobs/2069251
ID: 3511

Associate Attorney
Banker Lopez Gassler P.A.

Position Type: Full-time	
Geographic Preference: Southeast (NC, SC, GA, FL, MS, AL, TN)	
Description:	Banker Lopez Gassler is seeking an Associate with a minimum of two year's experience for our Tallahassee, Florida office. This position focuses on medical malpractice, automobile negligence, personal injury, property damage, and personal injury litigation.
	An active Florida Bar license and experience in a personal injury defense law firm is required for consideration.
	Preferred candidate will possess strong oral advocacy and legal writing and research skills, with demonstrated experience drafting pleadings, discovery, brief writing, and efficient management and review of complex documents produced in discovery.
	HOW TO APPLY: Resumes will be reviewed after all required documents have been received - resume, cover letter, writing sample and unofficial law school transcript via email to: attorneyrecruiting@bankerlopez.com
	Florida Bar license Litigation Trial Insurance Defense Personal Injury Medical Malpractice Malpractice Premises Liability
Desired Class Level: Graduate/Alumni	
Posting Date: June 2, 2018	
Expiration Date: June 30, 2018	
Contact:	Director of Human Resources Erin R Esquia
	Director of Human Resources
	501 E Kennedy Blvd Tampa, Florida 33602 United States
Resume Receipt: E-mail, Accumulate Online	
Default email for resumes.: attorneyrecruiting@bankerlopez.com	
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample	
ID: 3486	

Assistant Director Career Services / Career Fairs - School of Law
The University of Alabama (UA) (Alabama)

Position Type:	Full-time
Geographic Preference:	Southeast (NC, SC, GA, FL, MS, AL, TN)
Description:	<p>Assistant Director Career Services / Career Fairs Job no: 506586 Work type: Regular Full-time (Benefits eligible) Location: Alabama, Tuscaloosa Categories: Marketing/Event Planning, Administrative / Professional</p> <p>Pay Grade/Pay Range: 58 Monthly (exempt): - Minimum - \$ 39332.76 Midpoint - \$ 57033.60</p> <p>Department/Organization: 218101 – Dean's Office-School of Law</p> <p>Job Summary: The Asst Dir Career Services will provide comprehensive legal career counseling and employment services to current students and alumni. The Asst Dir Career Services will also participate in educational programs for current students; assist in the administration of Career Services Offices On-Campus Interviewing, mock interviews, practice panels, and job search skills workshops. The Asst Dir Career Services will also assist in marketing efforts to target legal employers.</p> <p>Required Minimum Qualifications: J.D degree; OR Master's Degree and two (2) years experience in student counseling or a legal field required. If J.D. degree, must have admission in good standing to the bar of any state in the United States.</p> <p>Additional Required Department Minimum Qualifications: Must have valid U.S. driver's license. Must be at least 21 years of age at time of hire and have an acceptable Motor Vehicle Report as determined by the insurance carrier.</p> <p>Skills and Knowledge: Working knowledge of Microsoft Word and Excel. Knowledge of web-based research, including Martindale-Hubbell, state bar directories, the NALP directory, and general internet searches. Prior knowledge of, or the ability to master the CSO's web-based career management system, Symplicity.</p> <p>Background Investigation Statement: Prior to hiring the final candidate(s) must successfully pass a pre-employment background investigation. A prior conviction reported as a result of the background investigation DOES NOT automatically disqualify a candidate from consideration for this position. A candidate with a prior conviction will receive an individualized review of the prior conviction before a hiring decision is made.</p> <p>Equal Employment Opportunity: The University of Alabama is an Equal Employment/Equal Educational Opportunity Institution. All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, pregnancy, age, genetic or family medical history information, disability, protected veteran status, or any other legally protected basis, and will not be discriminated against because of their protected status. Applicants to and employees of this institution are protected under Federal law from discrimination on several bases. Follow the link below to find out more. "EEO is the Law" Poster Advertised: 23 May 2018 Central Daylight Time Applications close: 12 Jun 2018 Central Daylight Time</p>
Desired Class Level:	1L, 2L, 3L, LL.M, Graduate/Alumni, Class Level
Posting Date:	May 31, 2018
Expiration Date:	June 12, 2018
Contact:	Human Resources Tuscaloosa, Alabama 35487 United States
Resume Receipt:	Other (see below)
Default email for resumes.:	hrsvctr@ua.edu
How to Apply:	http://careers.pageuppeople.com/669/cw/en-us/job/506586/assistant-director-career-services-career-fairs-506586
ID:	3496

Attorney

Legal Aid of West Virginia

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Morgantown Attorney Position
	Immediate opening for an attorney in Legal Aid of West Virginia's Morgantown office to provide civil legal services to victims of financial exploitation. This position will involve litigation, outreach, and close work with community partners with expertise in financial exploitation. Highly rewarding work with terrific benefits (4+ weeks' vacation/holidays, PEIA medical coverage). This is a great opportunity to improve your community and your quality of life at the same time. Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Wednesday, June 13, 2018. EOE Qualified women, minorities and people with disabilities are encouraged to apply.
Desired Class Level:	Graduate/Alumni
Posting Date:	May 31, 2018
Expiration Date:	June 13, 2018
Contact:	Ms. Kerry LeMasters Administrative Director Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States
Resume Receipt:	E-mail
Default email for resumes.:	jobs@lawv.net
Additional Documents:	Cover Letter
ID:	3501

Attorney
Legal Aid of West Virginia

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description: Beckley/Princeton Attorney Position	
Immediate opening for skilled, motivated Attorney with Legal Aid of West Virginia's Beckley/Princeton offices. Great work environment, with excellent benefits (4+ weeks' vacation/holidays, PEIA medical coverage). This is a great opportunity to do important, rewarding work benefitting the community. Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Wednesday, June 13, 2018. EOE Qualified women, minorities and people with disabilities are encouraged to apply.	
If you have any questions, please call me at 304-343-3013 x 2140.	
Thank you,	
Kerry	
Desired Class Level: Graduate/Alumni	
Posting Date: May 31, 2018	
Expiration Date: June 13, 2018	
Contact: Ms. Kerry LeMasters Administrative Director Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States	
Resume Receipt: E-mail	
Default email for resumes.: jobs@lawv.net	
Additional Documents: Cover Letter	
ID: 3502	

Staff Attorney

Widener University Delaware Law School (Chester PA)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: Widener University is interested in your students! Below are the details of the job. <div>Job Title: Staff Attorney</div> <div>Details</div> <div>Employer: Widener University</div> <div>Location: Chester - PA</div> <div>Employment Type: Education</div> <div>Practice Area: Personal Injury</div> <div>Salary:</div> <div>Type of Job: Full Time</div> <div>Anticipated Job Start Date:</div> <div>Description:</div> <div>Widener University Delaware Law School is seeking a Staff Attorney to work in Delaware Volunteer Legal Services ("DVLS"). Reporting to the Executive Director, this position is primarily responsible for providing legal advice, counsel and representation to victims of domestic violence in various family law matters.</div> <div>Duties And Responsibilities:</div> <div>(include but not limited to)</div> <div>Essential Duties:</div> <div><div><div>o</div><div>Provide court representation for clients in protection from abuse and custody/visitation matters.</div></div><div><div>o</div><div>Attend the PFA Pro Bono Program at least two times a month and be available other PFA days as may be necessary.</div></div><div><div>o</div><div>Represent clients for post PFA matters including contempt, modifications and extensions.</div></div><div><div>o</div><div>Provide legal advice and counseling to victims of domestic violence who will be representing themselves on navigating the family law system.</div></div><div><div>o</div><div>Provide supportive services to victims of domestic violence including legal information and referrals to appropriate social services that may be available.</div></div><div><div>o</div><div>Provide mentoring services to DVLS pro bono attorneys on family law matters.</div></div><div><div>o</div><div>Assist Recruitment Attorney with training pro bono attorneys.</div></div><div><div>o</div><div>Assist Recruitment Attorney with developing and updating pro bono training materials.</div></div></div> <div>Secondary Responsibilities:</div> <div><div><div>o</div><div>Maintain monthly statistical information on the number and type of cases handled, along with the number of court appearances and any other statistics as may be required by grants/funders.</div></div><div><div>o</div><div>Ensure compliance with funding requirements.</div></div><div><div>o</div><div>Maintain individual contact with organizations to better serve victims of domestic violence and participate in committees dealing with domestic violence reform and issues.</div></div><div><div>o</div><div>Maintain accurate time reports and organized case files.</div></div><div><div>o</div><div>Provide support to other staff attorneys with litigation and case management.</div></div></div> <div>Job Qualifications:</div> <div>Minimum Qualifications: (Education/Training and Experience Required)</div> <div>Required:</div> <div><div><div>o</div><div>J.D. from accredited law school and licensed to practice law in Delaware.</div></div><div><div>o</div><div>1-3 years' experience in litigation practice.</div></div><div><div>o</div><div>Ability to work independently and as part of a team.</div></div><div><div>o</div><div>Must be flexible, work well under pressure, set priorities and manage time effectively.</div></div><div><div>o</div><div>Ability to work with individuals who have experienced trauma or who are in crisis, and provide non-judgmental support.</div></div><div><div>o</div><div>Demonstrate a desire to work on behalf of victims of domestic violence and their children.</div></div><div><div>o</div><div>Must be able to pass a criminal background check.</div></div></div> <div>Preferred:</div> <div><div><div>o</div><div>Knowledge of Delaware Family Law.</div></div><div><div>o</div><div>Experience in working with victims' of domestic violence.</div></div></div> <div>Physical Requirements and/or Unusual Work Hours:</div> <div><div><div>o</div><div>Must be able to work evenings and weekends as may be necessary for litigation purposes and to provide competent and ethical representation.</div></div></div> <div>Widener University, an independent, metropolitan, doctoral-intensive University, connects curricula to social issues through civic engagement. Dynamic teaching, active scholarship, personal attention and experiential learning are key components of the Widener Experience. Located in Chester, PA, Widener's main campus is nestled between Philadelphia, PA and Wilmington, DE, with satellite campuses in Harrisburg, PA and Wilmington, DE. For more information about the University, please visit our website at</div> <div>www.widener.edu.</div> <div>EOE M/F/V/D</div> <div>Application Methods:</div> <div>Url: https://widener.igreentree.com/CSS_External/CSSPage_JobDetail.ASP?T=20180521115023&</div>
Desired Class Level: Graduate/Alumni
Posting Date: May 31, 2018
Expiration Date: June 30, 2018

Contact: Human Resources Chester, Pennsylvania United States
Resume Receipt: Other (see below)
How to Apply: : https://widener.igreentree.com/CSS_External/CSSPage_JobDetail.ASP?T=20180521115023&
ID: 3497

Staff Attorney

Northwest Workers Justice Project (Portland Oregon)

Position Type: Full-time
Geographic Preference: Pacific Northwest (WA, OR, ID)
<div data-bbox="331 164 422 178">Description:</div> <div data-bbox="428 178 720 193">NORTHWEST WORKERS' JUSTICE PROJECT</div> <div data-bbox="428 207 596 222">SEEKS STAFF ATTORNEY</div> <div data-bbox="428 237 569 251">Position Description:</div> <div data-bbox="428 266 1885 363"> <p>Northwest Workers' Justice Project is a non-profit legal advocacy organization in Portland, Oregon, whose mission is to defend and strengthen the workplace and organizing rights of low-wage, temporary and immigrant workers in Oregon, the Pacific Northwest and nationwide. At NWJP, we are guided by the belief that all workers share the fundamental human right to live and labor with dignity, safety, and hope. Whether caring for children, harvesting the food on our tables, cleaning homes and hotel rooms, or constructing and landscaping the buildings in our communities, every worker deserves freedom from fear in the workplace, the assurance of payment for their labor, and a wage that is enough to meet their basic needs – in short, fair and lawful working conditions. Further, those who work hard ought to have time to spend with their families and to participate in making their communities better places to live. NWJP engages in legal representation, education, advocacy, and organizing to support workers and their organizations in the struggle to achieve these objectives. For more information about NWJP visit our website: www.nwjp.org.</p> </div> <div data-bbox="428 407 1885 440"> <p>NWJP seeks a Staff Attorney to provide employment-related legal assistance to low-wage, temporary and immigrant workers throughout Oregon. The central focus of the position is client representation in the areas of wage-and-hour violations, workplace discrimination, and employer retaliation.</p> </div> <div data-bbox="428 483 1722 498"> <p>The position requires the ability to work well with co-workers and a variety of external partners including unions, immigrants' rights organizations, and community and other advocacy groups.</p> </div> <div data-bbox="428 542 1835 557"> <p>Because NWJP neither seeks nor accepts funds from federal or state government in order to maintain independence, the staff attorney must be willing to engage in some development and fundraising activity.</p> </div> <div data-bbox="428 600 585 615"> <p>Required qualifications:</p> </div> <div data-bbox="428 659 1419 885"> <ul style="list-style-type: none"> - Ability to establish trusting relationships with low-income clients and cultural competence to address the legal needs of immigrant workers - Excellent communication, writing, and research skills - Ability to work independently and as a team player - Ability to think creatively, and willingness to implement unconventional legal strategies - Experience working with diverse communities - Strong organizational skills - Demonstrated commitment to social justice - Oregon bar accreditation or willingness and eligibility to take the next available Oregon bar exam </div> <div data-bbox="428 928 495 943"> <p>Preferred:</p> </div> <div data-bbox="428 987 900 1125"> <ul style="list-style-type: none"> - Current membership in good standing in any state bar - Proficiency in spoken and written Spanish (strongly preferred) - Demonstrated litigation skills - Experience in employment law - Demonstrated commitment to workers' rights </div> <div data-bbox="428 1169 520 1183"> <p>How to apply:</p> </div> <div data-bbox="428 1227 1885 1256"> <p>Please send cover letter, resume, writing sample, and references to jobs@nwjp.org. Use "Staff Attorney" in the subject line. Review of applications will begin immediately and continue until filled. Applicants are encouraged to apply as soon as possible, and in any event, before June 22, 2018.</p> </div> <div data-bbox="428 1300 1253 1315"> <p>NWJP is an equal opportunity employer. We encourage applicants with diversity of backgrounds and experiences to apply.</p> </div> <div data-bbox="428 1359 474 1373"> <p>Salary:</p> </div> <div data-bbox="428 1416 1423 1430"> <p>Salary is based on the salary scale used by Oregon legal services programs, which depends on experience. NWJP offers healthcare reimbursement.</p> </div> <div data-bbox="428 1474 611 1489"> <p>Corinna Spencer-Scheurich</p> </div> <div data-bbox="428 1503 598 1518"> <p>Deputy Director/Attorney</p> </div> <div data-bbox="428 1533 663 1547"> <p>Northwest Workers' Justice Project</p> </div>

812 SW Washington Suite 225
Portland OR 97205
(503) 525-8454, ext.18
www.nwjp.org

Desired Class Level: Graduate/Alumni
Posting Date: May 31, 2018
Expiration Date: June 22, 2018
Contact: Corinna Spencer-Scheurich Deputy Director/Attorney 812 SW Washington Suite 225 Portland, Oregon 97205 United States
Resume Receipt: E-mail
Default email for resumes.: jobs@nwjp.org
Additional Documents: Cover Letter, Writing Sample
ID: 3500

Associate Attorney
Johnstone & Gabhart, LLP (Charleston, WV)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Charleston, WV law firm seeking associate attorney for general practice litigation. Firm emphasis on plaintiff's personal injury claims and commercial/construction litigation. Strong legal research and writing skills required. Recent graduates encouraged to apply.
Send resume, references and writing sample to Johnstone & Gabhart, LLP, P.O. Box 313, Charleston, West Virginia 25321 or by email to ddobson@wvlaw.net. Questions may be directed to Attorney David Dobson at ddobson@wvlaw.net or 304-343-7100.	
Desired Class Level: Graduate/Alumni	
Posting Date: May 30, 2018	
Expiration Date: July 31, 2018	
Contact:	David Dobson Attorney at Law 1125 Virginia Street, East Charleston, West Virginia 25301 United States
Resume Receipt: E-mail	
Default email for resumes.: ddobson@wvlaw.net	
Additional Documents: Writing Sample	
ID: 3489	

Attorney

Claire Sergent Walls Legal Group PLLC (Morgantown)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	<p>The Claire Sergent Walls Legal Group is seeking an oil and gas title attorney to draft complex oil and gas title opinions based on properties located in West Virginia, Ohio and Pennsylvania. We offer an alternative to traditional large law firms that includes flexible working arrangements, and a professional but relaxed and friendly atmosphere. We produce and expect high quality legal services focused on supporting Appalachian producers and we constantly strive for excellence in all that we do. We are an established title firm with long-standing client relationships and an excellent reputation. We are seeking creative, hard-working people who enjoy oil and gas title challenges.</p> <p>Successful candidates must be licensed in West Virginia, Pennsylvania and/or Ohio and should have at least a couple of years of experience working with certified oil and gas or coal title opinions, either through abstracting title, drafting title opinions, or working directly with title attorneys. A high level of interest in challenging oil and gas title is a must.</p> <p>Please provide a cover letter that briefly describes your experience and why you are interested in oil and gas title, as well as a resume. The cover letter will serve as your writing sample and submissions without a cover letter will not be considered. We offer a competitive salary and full benefits package. We plan to hire very soon.</p> <p>Please send cover letter and resume to: claire@cswlegalgroup.com</p>
Desired Class Level: Graduate/Alumni	
Posting Date: May 30, 2018	
Expiration Date: June 30, 2018	
Contact:	<p>Ms. Claire Sergent Walls Attorney at Law 63 Wharf Street, Suite 200 Morgantown, West Virginia 26501 United States</p>
Resume Receipt: E-mail	
Default email for resumes.: claire@cswlegalgroup.com	
Additional Documents: Cover Letter	
Requested Document Notes: Please provide a cover letter that briefly describes your experience and why you are interested in oil and gas title, as well as a resume. The cover letter will serve as your writing sample and submissions without a cover letter will not be considered.	
ID: 3488	

Attorney Adviser
Social Security Administration's office (Baltimore Maryland)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <div>OFFICE OF HEARINGS OPERATIONS NATIONAL CASE ASSISTANCE CENTER</div> <div>RECRUITING BULLETIN</div> <div>Recruiting Bulletin Number: NCAC-18-01</div> <div>Job Title: Attorney Adviser Open Period: May 28, 2018 - June 24, 2018 Position Information: Attorney, GS-905-11 (GS-11) Promotion Potential: GS-12 (This is a career-ladder position) Position Information: Full Time-Excepted Service (Not to Exceed (NTE) Four-year appointment, may be made permanent) GS-11 Salary Scale: \$68,036 – 88,450 Duty Locations: Woodlawn, Maryland; Falls Church, Virginia Number of Vacancies: MANY Who May Be Considered: United States Citizens and Nationals (Residents of American Samoa and Swains Island)</div> <div>NOTE: All application materials MUST be received by the closing date of this bulletin. Applications will be maintained for consideration for 6 months from the date received.</div> <div>Job Summary:</div> <div>As a member of our team, you would virtually advise Administrative Law Judges on all aspects of adjudication based on the Social Security Act, applicable Social Security Rulings, agency policies, and related Federal and State laws; draft, complex, legally- sufficient decisions issued by over 1,500 Administrative Law Judges; and help those in need by performing challenging, meaningful work,</div> <div>while having the opportunity for continued growth and advancement throughout your career.</div> <div>Qualifications:</div> <div>Applicants must be duly licensed, authorized and eligible to practice as an attorney under the laws of a state, the District of Columbia, the Commonwealth of Puerto</div> <div>Page 1</div> <div>Rico, or a U.S. Territory. **Active bar membership must be maintained to remain in this position.**</div> <div>Documentation of active bar membership must be dated within 1 year certifying that you are licensed and authorized to practice law. See the “How To Apply” section for acceptable documentation of bar membership. *No exceptions to this requirement.</div> <div>Also, to qualify for the GS-11 position, applicants must meet one of the following criteria: A. LL.B. or J.D. AND at least 1 year of professional legal experience equivalent to the GS-9 grade level or higher in the Federal service, OR B. A second professional law degree (LL.M.), which requires one full year of graduate study OR C. A J.D. or LL.B. and superior law student work or activities as demonstrated by one of the following: (a) Academic standing in the upper-third of the law school graduating class. **Please note that standing must be indicated on your transcript or other documentation from your law school.** (b) Work or achievement of significance on your law school's official law review. (c) Special high-level honors for academic excellence in law school, such as election to the Order of the Coif. (d) Winning of a moot court competition or membership on the moot court team that represents the law school in competition with other law schools. (e) Full-time or continuous participation in a legal aid program as opposed to one- time, intermittent, or casual participation.</div> <div>Applicants MUST meet all eligibility requirements on or before the closing date of the bulletin to be considered for the position. No documents will be accepted after the close date of the bulletin.</div> <div>How To Apply:</div> <div>Application packages for all candidates, EXCEPT Veterans, must be sent electronically to SSA.NCAC.Recruitment@ssa.gov and received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.</div> <div>Applicants claiming Veterans' preference must submit application packages electronically to SSA.NCAC.Veterans.Recruitment@ssa.gov. Application materials must be received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.</div> <div>Applicants must submit the following documents:</div> <div>1. Cover Letter that includes your desired duty location and availability to begin employment. The positions advertised are located in Woodlawn, Maryland, and Falls Church, Virginia.</div> <div>Page 2</div> <div>2. Complete resume that includes information about your:<ul style="list-style-type: none">• Education;• Work experience (paid and unpaid, including clerkships/internships) providing:<ul style="list-style-type: none">o Job title, series and grade if Federal employment accomplishments,o Employer's name and address,o Supervisor's name and phone number ,o Starting and ending dates (mm/dd/yy), *o Hours per week, ando Salary;• Other qualifications (skills, certifications/licenses, honors, awards, special accomplishments, and job-related training courses).</div> <div>*Please note that providing the mm/dd/yy and hours per week for all work experience is critical for evaluating your application. If actual dates are not known, provide your best-estimated timeframes in the requested format. Resumes that lack this required information may not be considered.</div> <div>3. J.D. Law School Transcript, including class rank and degree confer date (Unofficial transcripts are acceptable; Self-Prepared transcripts are NOT acceptable). If selected, official transcripts are required.</div> <div>4. Provide proof of BAR membership: You must provide proof that you are currently an active member in good standing of a bar of a State, Commonwealth, or Territory of the United States or the District of Columbia and authorized to practice law. Provide one of the following documents as proof:<ul style="list-style-type: none">• Letter or certificate of good standing (dated within 1 year of the bulletin)• A copy of your current bar card (must include current year on the card)• Screen-shot from a bar website that reflects you are an active member of the Bar (must include a date within 1 year of the bulletin)Note: Being a member of a bar association does not equal current bar membership in some states. If you are a member of a bar association, please provide additional proof that you are duly active and authorized to practice law. This information will be verified and must be dated within 1 year of the bulletin</div>

Only the documents listed above will be accepted as proof of current membership. A receipt of dues paid or membership of a Bar association are not acceptable documents. *No exceptions permitted to this requirement.

5. If applicable, proof of veteran's preference (DD-214 member 4 copy). This document MUST show character of service. If you are claiming 10-point preference, you MUST also submit with your DD-214 a completed SF-15 along with the required

Page | 3

documentation specified on the reverse side of the SF-15. Preference will be granted based on the documents received.

6. One current substantive legal writing sample that reflects your own work, no more than 10 pages in length. Your sample must be sanitized or redacted to prevent possible Privacy Act violations. Writing samples will be critiqued based on your ability to analyze a legal problem and clearly and concisely articulate legal rationale.

7. If applicable, all current and former federal employees may submit a copy of their last SF-50 (Notification of Personnel Action) showing the highest grade held.

Other Information:

- This position is being filled by an alternative hiring process and is not in the competitive civil service. This is an excepted service position that is being filled on a full-time basis.

Flextime and/or alternate work schedules may be available.

- As a condition of employment, male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law.
- Relocation expenses will not be paid.
- Social Security provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify SSA at SSA.NCAC.Recruitment@ssa.gov. The decision on granting a reasonable accommodation will be made on a case-by-case basis.

Benefits:

Social Security offers a comprehensive benefits program that you can customize for your individual medical and financial needs. In addition to traditional "dollars and cents" benefits, we offer a range of benefits to help you achieve a work/life balance. Please review the Social Security Administration Careers site www.ssa.gov/careers for additional information about the many benefits of a career with Social Security.

FACSIMILE APPLICATIONS WILL NOT BE CONSIDERED.

The Federal Government is an Equal Opportunity Employer.

SSA PROVIDES EQUAL OPPORTUNITY FOR ALL PERSONS WITHOUT REGARD TO RACE, COLOR, AGE, NATIONAL ORIGIN, GENDER, DISABILITY, SEXUAL ORIENTATION, MARITAL STATUS, PARENTAL STATUS, POLITICAL AFFILIATION, AND CONDUCT NOT ADVERSELY AFFECTING EMPLOYEE PERFORMANCE.

Page | 4

What To Expect Next:

- Applicants considered for selection may be required to provide official transcripts or attend an in-person or telephonic interview.
- If selected for an interview, applicants will be contacted individually to schedule an interview.
- Applicants selected to interview will be required to submit to a timed writing test immediately preceding or following the scheduled interview.
- Reference checks and background investigations will be conducted for tentatively selected candidates.

For additional information about this position, please forward your inquiries to SSA.NCAC.Recruitment@ssa.gov.

Desired Class Level: Graduate/Alumni
Posting Date: May 24, 2018
Expiration Date: June 24, 2018
Contact: Ronnetta Mason Director Baltimore, Maryland
Resume Receipt: E-mail
Default email for resumes.: SSA.NCAC.Recruitment@ssa.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3484

Attorney Adviser
Social Security Administration's office (Baltimore Maryland)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: OFFICE OF HEARINGS OPERATIONS NATIONAL CASE ASSISTANCE CENTER
RECRUITING BULLETIN
Recruiting Bulletin Number: NCAC-18-01
Job Title: Attorney Adviser Open Period: May 28, 2018 - June 24, 2018 Position Information: Attorney, GS-905-11 (GS-11) Promotion Potential: GS-12 (This is a career-ladder position) Position Information: Full Time-Excepted Service (Not to Exceed (NTE) Four-year appointment, may be made permanent) GS-11 Salary Scale: \$68,036 – 88,450 Duty Locations: Woodlawn, Maryland; Falls Church, Virginia Number of Vacancies: MANY Who May Be Considered: United States Citizens and Nationals (Residents of American Samoa and Swains Island)
NOTE: All application materials MUST be received by the closing date of this bulletin. Applications will be maintained for consideration for 6 months from the date received.
Job Summary:
As a member of our team, you would virtually advise Administrative Law Judges on all aspects of adjudication based on the Social Security Act, applicable Social Security Rulings, agency policies, and related Federal and State laws; draft, complex, legally- sufficient decisions issued by over 1,500 Administrative Law Judges; and help those in need by performing challenging, meaningful work, while having the opportunity for continued growth and advancement throughout your career.
Qualifications:
Applicants must be duly licensed, authorized and eligible to practice as an attorney under the laws of a state, the District of Columbia, the Commonwealth of Puerto Rico, or a U.S. Territory. **Active bar membership must be maintained to remain in this position.**
Documentation of active bar membership must be dated within 1 year certifying that you are licensed and authorized to practice law. See the “How To Apply” section for acceptable documentation of bar membership. *No exceptions to this requirement.
Also, to qualify for the GS-11 position, applicants must meet one of the following criteria: A. LL.B. or J.D. AND at least 1 year of professional legal experience equivalent to the GS-9 grade level or higher in the Federal service, OR B. A second professional law degree (LL.M.), which requires one full year of graduate study OR C. A J.D. or LL.B. and superior law student work or activities as demonstrated by one of the following: (a) Academic standing in the upper-third of the law school graduating class. **Please note that standing must be indicated on your transcript or other documentation from your law school.** (b) Work or achievement of significance on your law school's official law review. (c) Special high-level honors for academic excellence in law school, such as election to the Order of the Coif. (d) Winning of a moot court competition or membership on the moot court team that represents the law school in competition with other law schools. (e) Full-time or continuous participation in a legal aid program as opposed to one- time, intermittent, or casual participation.
Applicants MUST meet all eligibility requirements on or before the closing date of the bulletin to be considered for the position. No documents will be accepted after the close date of the bulletin.
How To Apply:
Application packages for all candidates, EXCEPT Veterans, must be sent electronically to SSA.NCAC.Recruitment@ssa.gov and received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.
Applicants claiming Veterans’ preference must submit application packages electronically to SSA.NCAC.Veterans.Recruitment@ssa.gov. Application materials must be received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.
Applicants must submit the following documents:
1. Cover Letter that includes your desired duty location and availability to begin employment. The positions advertised are located in Woodlawn, Maryland, and Falls Church, Virginia.
2. Complete resume that includes information about your: • Education; • Work experience (paid and unpaid, including clerkships/internships) providing: o Job title, series and grade if Federal employment accomplishments, o Employer's name and address, o Supervisor's name and phone number, o Starting and ending dates (mm/dd/yy), * o Hours per week, and o Salary; • Other qualifications (skills, certifications/licenses, honors, awards, special accomplishments, and job-related training courses).
*Please note that providing the mm/dd/yy and hours per week for all work experience is critical for evaluating your application. If actual dates are not known, provide your best-estimated timeframes in the requested format. Resumes that lack this required information may not be considered.
3. J.D. Law School Transcript, including class rank and degree confer date (Unofficial transcripts are acceptable; Self-Prepared transcripts are NOT acceptable). If selected, official transcripts are required.
4. Provide proof of BAR membership: You must provide proof that you are currently an active member in good standing of a bar of a State, Commonwealth, or Territory of the United States or the District of Columbia and authorized to practice law. Provide one of the following documents as proof: • Letter or certificate of good standing (dated within 1 year of the bulletin) • A copy of your current bar card (must include current year on the card) • Screen-shot from a bar website that reflects you are an active member of the Bar (must include a date within 1 year of the bulletin) Note: Being a member of a bar association does not equal current bar membership in some states. If you are a member of a bar association, please provide additional proof that you are duly active and authorized to practice law. This information will be verified and must be dated within 1 year of the bulletin
Only the documents listed above will be accepted as proof of current membership. A receipt of dues paid or membership of a Bar association are not acceptable documents. *No exceptions permitted to this requirement.
5. If applicable, proof of veteran's preference (DD-214 member 4 copy). This document MUST show character of service. If you are claiming 10-point preference, you MUST also submit with your DD-214 a completed SF-15 along with the required documentation specified on the reverse side of the SF-15. Preference will be granted based on the documents received.
6. One current substantive legal writing sample that reflects your own work, no more than 10 pages in length. Your sample must be sanitized or redacted to prevent possible Privacy Act violations. Writing samples will be critiqued based on your ability to analyze a legal problem and clearly and concisely articulate legal rationale.

7. If applicable, all current and former federal employees may submit a copy of their last SF-50 (Notification of Personnel Action) showing the highest grade held.

Other Information:

This position is being filled by an alternative hiring process and is not in the competitive civil service. This is an excepted service position that is being filled on a full-time basis.

Flextime and/or alternate work schedules may be available.

- As a condition of employment, male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law.

- Relocation expenses will not be paid.

- Social Security provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify SSA at SSA.NCAC.Recruitment@ssa.gov. The decision on granting a reasonable accommodation will be made on a case-by-case basis.

Benefits:

Social Security offers a comprehensive benefits program that you can customize for your individual medical and financial needs. In addition to traditional "dollars and cents" benefits, we offer a range of benefits to help you achieve a work/life balance. Please review the Social Security Administration Careers site www.ssa.gov/careers for additional information about the many benefits

of a career with Social Security.

FACSIMILE APPLICATIONS WILL NOT BE CONSIDERED.

The Federal Government is an Equal Opportunity Employer.

SSA PROVIDES EQUAL OPPORTUNITY FOR ALL PERSONS WITHOUT REGARD TO RACE, COLOR, AGE, NATIONAL ORIGIN, GENDER, DISABILITY, SEXUAL ORIENTATION, MARITAL STATUS, PARENTAL STATUS, POLITICAL AFFILIATION, AND CONDUCT NOT ADVERSELY AFFECTING EMPLOYEE PERFORMANCE.

What To Expect Next:

-Applicants considered for selection may be required to provide official transcripts or attend an in-person or telephonic interview.

-If selected for an interview, applicants will be contacted individually to schedule an interview.

-Applicants selected to interview will be required to submit to a timed writing test immediately preceding or following the scheduled interview.

-Reference checks and background investigations will be conducted for tentatively selected candidates.

For additional information about this position, please forward your inquiries to SSA.NCAC.Recruitment@ssa.gov.

Desired Class Level: Graduate/Alumni
Posting Date: May 24, 2018
Expiration Date: June 24, 2018
Contact: Ronnetta Mason Director Baltimore, Maryland
Resume Receipt: E-mail
Default email for resumes.: SSA.NCAC.Recruitment@ssa.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3485

Law Clerks 052418
Family Court (Wilmington, DE)

Position Type: Full-time	
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)	
Description:	
LAW CLERK OPPORTUNITIES IN DELAWARE’S UNIFIED FAMILY COURT	
Family Court has seventeen positions for a judicial law clerk in Delaware's statewide Family Court system for the 2019-2020 appointment term. Delaware is one of the few states to have a unified Family Court. The Court's comprehensive jurisdiction covers all areas of Family and Juvenile Law.	
Family Court law clerks serve judges who preside over the following types of cases:	
<ul style="list-style-type: none">• Child dependency/neglect and abuse• Divorce including property division, and alimony• Termination of Parental Rights/Adoption• Child custody and visitation• Juvenile delinquency/expungements• Domestic violence crimes• Crimes against children• Guardianship• Child support• Protection from Abuse	
TERM:	September 1, 2019 to August 31, 2020
SALARY:	Currently \$51,213.00
LOCATIONS:	New Castle County (Chief Judge + 10 Judges), Kent County (3 Judges), and Sussex County (3 Judges)
BENEFITS:	State of Delaware benefits package
"Clerking at the Unified Family Court in Delaware was an invaluable experience. I was able to observe a variety of cases, with lawyers and varying skill levels; this combined with intense research, writing and legal reasoning allowed me to gain experience that would otherwise take years to accumulate. But the absolute best part was the ability to learn from two of the greatest legal minds I have ever known. They both took their mentoring role seriously; teaching, guiding and supporting me every step of the way – a relationship that has and will span long after my clerkship has ended." – Christina Sorenson, Former Law Clerk	
"Accepting a judicial clerkship position in the Family Court was the best decision I could have made exiting law school. While law school taught me to think like a lawyer, my judicial clerkship was the training ground on which I learned to practice family law. The relationships I made as a clerk have been instrumental in my life and career as a practicing Delaware family law attorney." – Julie Yeager, Former Law Clerk	
Interested applicants should send a resume, unofficial law school transcript, writing sample, and a list of references with phone numbers electronically to fc_apps@state.de.us. Application deadline is 4:00 p.m. Monday, September 10, 2018.	
THE FAMILY COURT IS AN EQUAL OPPORTUNITY EMPLOYER. THIS IS A CRIMINAL JUSTICE AGENCY AND THE HIRING PROCESS WILL INCLUDE A REVIEW OF THE APPLICANT’S CRIMINAL HISTORY RECORD.	
Desired Class Level: Graduate/Alumni	
Posting Date: May 24, 2018	
Expiration Date: June 30, 2018	
Contact: Ms. Lois Smith New Castle County Courthouse 500 North King Street Suite 3500 Wilmington, Delaware 198013736 United States	
Resume Receipt: Other (see below)	
How to Apply: Interested applicants should send a resume, unofficial law school transcript, writing sample, and a list of references with phone numbers electronically to fc_apps@state.de.us. Application deadline is 4:00 p.m. Monday, September 10, 2018.	
THE FAMILY COURT IS AN EQUAL OPPORTUNITY EMPLOYER. THIS IS A CRIMINAL JUSTICE AGENCY AND THE HIRING PROCESS WILL INCLUDE A REVIEW OF THE APPLICANT’S CRIMINAL HISTORY RECORD.	
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample	
ID: 3487	

Personal Injury Associate

Franklin D. Azar & Associates, P.C. (Aurora, CO)

Position Type: Full-time	
Practice Area(s): Negligence & Personal Injury	
Geographic Preference: West (CA, NV, UT, CO, MT, WY)	
Description:	Franklin D. Azar & Associates is seeking Personal Injury Law attorneys to join its busy practice in Colorado. Qualified candidate will have strong dedication to personal injury law and a passion for helping people; will possess strong organizational and writing skills; has interest in complex litigation; is energetic, hard-working, and a team-player. Franklin D. Azar & Associates, P.C. is a well-established law firm with offices in Denver/Aurora, Colorado Springs, Pueblo, and Trinidad. The firm has represented thousands of people entitled to recover damages from injuries in all types of accidents, from dangerous and defective products, and from employers not paying adequate wages. The firm's objective is to help its clients receive complete and timely compensation for their injuries and losses.
Desired Class Level: Graduate/Alumni	
Posting Date: May 23, 2018	
Expiration Date: June 28, 2018	
Contact: Olga Malcolm	
Resume Receipt: E-mail, Accumulate Online	
Default email for resumes.: malcolmo@fdazar.com	
ID: 3483	

ANNOUNCEMENT NO: #18-035 POSITION TITLE: TRIAL ATTORNEY (DUI Prosecutor)
Office of the Attorney General for the District of Columbia (Washington, D.C.)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <p>GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL</p> <p>POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-035 POSITION</p> <p>TITLE: TRIAL ATTORNEY (DUI Prosecutor) POSITION GRADE & SERIES: LS 12/1 to 13/1 SALARY RANGE: \$81,246 – \$96,623</p> <p>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines. OPENING DATE: May 18, 2018 CLOSING DATE: June 8, 2018 DURATION OF APPOINTMENT: 13-month Term AREA OF CONSIDERATION: Open to the Public</p> <p>WORKSITE LOCATION:</p> <p>Office of the Attorney General for the District of Columbia Public Safety Division, Criminal Section 441 4th Street NW Washington, DC 20001</p> <p>NO. OF VACANCIES: One (1)</p> <p>This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.</p> <p>DESCRIPTION OF DUTIES: The Public Safety Division of the Office of the Attorney General (OAG) is seeking candidates for the position of Trial Attorney/Driving under the Influence (DUI) Prosecutor for the Criminal Section. The Criminal Section prosecutes adults who commit certain types of offenses within the District of Columbia. Specifically, the Section prosecutes all traffic offenses, including impaired driving, quality of life offenses, certain types of fraud matters against government agencies, and other offenses designated to OAG's prosecutorial authority. The selected candidate will work under the supervision of the Section Chief and Assistant Section Chiefs to enhance the Section's prosecutions of impaired drivers.</p> <p>The Assistant Attorney General/DUI Prosecutor will maintain a caseload comprised of the most serious DUI matters, focusing on those cases that involve the highest alcohol scores, impairment by drugs, children in the vehicle, commercial drivers, and/or repeat offenders. The individuals selected for these positions will work with the Traffic Resource Safety Prosecutor (TSRP) and two other DUI Prosecutors to serve the Criminal Section's experts on impaired driving issues, to coordinate with law enforcement on impaired driving investigations, and to coordinate the training of other Criminal Section prosecutors and of law enforcement personnel.</p> <p>QUALIFICATIONS: The successful candidate should have prior criminal litigation experience. The candidate must have at least one year of trial experience for the Grade 12 Step 1 position and five years trial experience for the Grade 13 Step 1 position. Knowledge of D.C. Superior Court is desirable but not required. Experience in trying cases related to impaired driving is strongly preferred.</p> <p>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.</p> <p>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.</p> <p>HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position: 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.</p> <p>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</p> <p>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</p> <p>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</p> <p>DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</p> <p>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</p> <p>NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.</p> <p>OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF THE OFFICE OF THE ATTORNEY GENERAL</p>
Desired Class Level: Graduate/Alumni
Posting Date: May 22, 2018
Expiration Date: June 8, 2018
Contact: Ms. Arlyntha Love Program Support Assistant 441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States
Resume Receipt: E-mail
Default email for resumes.: Arlyntha.Love@dc.gov
Additional Documents: Cover Letter, Writing Sample
ID: 3479

ANNOUNCEMENT NO: #18-036 POSITION TITLE: TRIAL ATTORNEY (Personnel & Labor Relations)
Office of the Attorney General for the District of Columbia (Washington, D.C.)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <p>GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL</p> <p>POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-036 POSITION</p> <p>TITLE: TRIAL ATTORNEY (Personnel & Labor Relations) POSITION GRADE & SERIES: LS 12/1 to 12/3 SALARY RANGE: \$82,204 – \$87,688</p> <p>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.</p> <p>OPENING DATE: May 21, 2018 CLOSING DATE: June 11, 2018 DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public</p> <p>WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Personnel, Labor & Employment Division Personnel and Labor Relations Section 441 4th Street NW Washington, DC 20001</p> <p>NO. OF VACANCIES: One (1)</p> <p>This position is outside of the collective bargaining unit.</p> <p>DESCRIPTION OF DUTIES: The District of Columbia Office of the Attorney General (OAG) seeks a Trial Attorney to join its Personnel and Labor Relations Section. Trial Attorneys in the Personnel and Labor Relations (PLR) Section represent District agencies in administrative matters before the Office of Employee Appeals (OEA), Office of Administrative Hearings, Office of Human Rights, U.S. Equal Employment Opportunity Commission, Metropolitan Police Department Adverse Action Panels, and Fire and Emergency Medical Services Department Fire Trial Boards. They also provide appellate representation of these matters before the OEA Board, the Compensation Review Board/Department of Employment Services, various Federal Mediation and Conciliation Service arbitrators, the Public Employee Relations Board, and the District of Columbia Superior Court. Duties include all aspects of civil litigation, i.e. discovery, motions practice, brief writing, and evidentiary hearings. The incumbent serves under the direct supervision of the Chief of the Personnel and Labor Relations Section.</p> <p>QUALIFICATIONS: Candidates must have at least one (1) year of relevant legal or litigation experience, including administrative hearings. The successful candidate must also have significant experience in the area of employment law, and possess excellent oral and written communication skills.</p> <p>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.</p> <p>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.</p> <p>HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.</p> <p>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</p> <p>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</p> <p>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</p> <p>DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</p> <p>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</p> <p>NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.</p> <p>OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF THE OFFICE OF THE ATTORNEY GENERAL</p>
Desired Class Level: Graduate/Alumni
Posting Date: May 22, 2018
Expiration Date: June 11, 2018
Contact: Ms. Arlyntha Love Program Support Assistant 441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States
Resume Receipt: E-mail
Default email for resumes.: Arlyntha.Love@dc.gov
Additional Documents: Cover Letter, Writing Sample
ID: 3482

Entry Level Staff Attorney
Louisville-Jefferson County Public Defender Corporation (Louisville, KY)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <p>The Louisville-Jefferson County Public Defender Corporation offers you the opportunity to be a litigator at an established and recognized public defender office. It is now accepting applications for entry level staff attorney positions from licensed attorneys and recent law school graduates.</p> <p>Staff attorneys at the Louisville-Jefferson County Public Defender's office must be members in good standing of the Kentucky Bar Association (see SCR 2.010). This may be accomplished by applying for admission in a timely manner (see SCR 2.022) and taking and passing the Kentucky Bar Examination, which is offered twice a year in February and July. If you are a licensed attorney in another state and a member in good standing of that state's bar, it may also be accomplished by seeking reciprocal admission pursuant to SCR 2.110 or by filing an application for a limited certificate of admission to practice law in an organized public defender program (see SCR 2.112).</p> <p>Successful applicants will possess a background in criminal law and trial practice and/or equivalent law school courses or clinics. Applicants should also demonstrate strong advocacy and writing skills.</p> <p>Forward (by mail or e-mail) a cover letter, résumé, transcript of law school grades, writing sample, videotaped example of advocacy in an actual or moot court litigation effort (if available), and a list of personal and professional references to:</p> <p>Daniel T. Goyette Executive Director/Chief Public Defender Louisville-Jefferson County Public Defender Corporation Advocacy Plaza 719 West Jefferson Street Louisville, Kentucky 40202-2732 (502) 574-3800 Fax: (502) 574-1414 E-Mail: info@metrodefender.org <mailto:info@metrodefender.org> Website: www.louisvillemetropublicdefender.org</p> <p>The Louisville-Jefferson County Public Defender Corporation is an affirmative action, equal opportunity employer. The Public Defender Corp. does not discriminate on the basis of race, color, gender, religious creed, national origin, ancestry, disability, or sexual orientation. The Public Defender Corp. encourages applications from minorities and other groups that are underrepresented in the legal profession.</p>
Desired Class Level: Graduate/Alumni
Posting Date: May 22, 2018
Expiration Date: June 29, 2018
Contact: Daniel T. Goyette Executive Director 719 West Jefferson Street Louisville, Kentucky 40202 United States
Resume Receipt: E-mail
Default email for resumes.: adoyle@laslou.org
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
Requested Document Notes: Forward (by mail or e-mail) a cover letter, résumé, transcript of law school grades, writing sample, videotaped example of advocacy in an actual or moot court litigation effort (if available), and a list of personal and professional references to: Daniel T. Goyette Executive Director/Chief Public Defender Louisville-Jefferson County Public Defender Corporation Advocacy Plaza 719 West Jefferson Street Louisville, Kentucky 40202-2732
ID: 3478

TRIAL ATTORNEY (Civil Rights)

Office of the Attorney General for the District of Columbia (Washington, D.C.)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description:
GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL
POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-034 POSITION
TITLE: TRIAL ATTORNEY (Civil Rights) POSITION GRADE & SERIES: LS-13/1 to 14/4 SALARY RANGE: \$96,623 – \$125,595
Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines. OPENING DATE: May 15, 2018 CLOSING DATE: June 5, 2018 DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public
WORKSITE LOCATION: Office of the Attorney General for the District of Columbia Public Advocacy Division Housing and Community Justice Section 441 4th Street NW Washington, DC 20001
NO. OF VACANCIES: One (1)
This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.
DESCRIPTION OF DUTIES: The Public Advocacy Division (PAD) of the Office of the Attorney General for the District of Columbia (OAG) is seeking an experienced civil rights attorney to help develop a program of civil rights enforcement and handle complex civil rights litigation on behalf of the District. The attorney will work in the Housing and Community Justice Section (HCJ) but will collaborate with attorneys across the Division to develop creative litigation strategies to combat discrimination and civil rights abuses.
HCJ works with community groups, tenant organizations, and District government agencies to litigate cases essential to protecting affordable housing and tenants' rights and takes legal action to address nuisance properties. It also litigates cases to protect residents from other abuses, particularly matters related to workers' rights such as wage theft. Recent enforcement actions by HCJ include several actions to secure the appointments of receivers over apartment complexes allowed to deteriorate into slum-like conditions. HCJ also regularly partners with OAG's Office of Consumer Protection (also located in PAD) to investigate or bring enforcement action against landlords that fail to provide apartments free of housing code or other defects.
In addition, PAD's Public Integrity Section brings enforcement cases against companies and individuals that engage in unlawful business activity causing harm to the public or harm to the District Government itself. For instance, the Public Integrity Section recently secured a judgment against a former board president of a non- profit that owned an affordable apartment building and was diverting funds to herself. The Public Integrity
Section has also brought cases against officers and managers of two public charter schools that were diverting funds from the schools to themselves.
The successful candidate will be responsible for developing OAG's civil rights work. The attorney will identify areas of concern to District residents for potential enforcement action, examine legal authorities available to address those concerns, design litigation strategies, and litigate civil rights cases on behalf of the District and its residents. The attorney must work independently to develop and litigate major cases, but should also work collaboratively across sections within PAD to bring multifaceted cases. The attorney will also identify potential gaps in authority and suggest legislative and policy solutions to ensure that OAG can develop a robust civil rights agenda. The successful candidate will also be charged with understanding best practices in civil rights litigation in other attorney general offices around the country and bringing those lessons to bear in developing the District's civil rights work.
QUALIFICATIONS: A minimum of five years of relevant, civil rights experience is required. The candidate should have excellent analytical, writing and litigation skills, including trial experience. The candidate must be able to work independently to develop and then litigate significant cases. The candidate should have experience developing civil rights suits and should have a creative orientation toward the law. Knowledge of the District's laws and of the civil rights concerns facing District residents is a plus.
ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.
OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.
HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) resumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.
PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.
EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.
VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.
DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.
EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.
NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.
OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF THE OFFICE OF THE ATTORNEY GENERAL
Desired Class Level: Graduate/Alumni
Posting Date: May 16, 2018
Expiration Date: June 5, 2018
Contact: Ms. Arlyntha Love Program Support Assistant

441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States

Resume Receipt: E-mail

Default email for resumes.: Arlyntha.Love@dc.gov

Additional Documents: Cover Letter, Writing Sample

ID: 3472

Staff Attorney

West Virginia School Service Personnel Association (Charleston, WV)

Position Type:	Full-time
Practice Area(s):	Education/School, Employee Benefits, Employment, Labor
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>LEGAL SERVICES STAFF ATTORNEY</p> <p>This staff member's duties embrace activities that concern members primarily in the areas of legal service and grievances. Through the services of this staff member, it is anticipated that the organization will bring our members a high degree of mental and financial security for members and their dependents. These areas of work and the responsibilities as follows:</p> <p>Legal Aide and Grievances</p> <p>Assists the executive director in the investigations of cases calling for legal assistance and help in all forms of grievances.</p> <p>Procuring Information</p> <p>Procures, maintains and becomes a source of information regarding school law, legal interpretations, court cases, Attorney General opinion's, school board policies, State Board regulations and any other materials that would enable our organization to provide vital and accurate information to members. Also, this collection and storage of facts and knowledge will aid our organization in drafting bills for legislation, preparing cases for court action and appearing before county and state hearing examiners in grievance cases.</p> <p>Maintaining Files</p> <p>Maintain detailed files on active and closed cases of members requiring legal and grievance assistance.</p> <p>Legislation</p> <p>This staff member shall assist in preparing bills for the legislature and participate in activities aimed at the successful passage of legislation.</p> <p>Field Services</p> <p>Several of the duties discussed require field services. To help the Association to carry out its program effectively, this staff member must work in the field through a carefully planned schedule in order to provide legal aid and grievance assistance for members. Also, this staff member works with local associations, giving and collecting information and reactions for better building of our programs.</p> <p>And any and all other duties that shall be assigned by the executive director.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	May 14, 2018
Expiration Date:	June 15, 2018
Salary Range:	50,000 - 59,999
Contact:	Mr. Joe White Executive Director 1610 Washington Street Charleston, West Virginia 25311 United States http://www.wvsspa.org
Resume Receipt:	E-mail
Default email for resumes.:	jmallory@wvsspa.org
ID:	3471

Chinese/ Spanish-Speaking Bilingual Junior Attorney (Flushing, New York)
Troy Law, PLLC (Flushing, New York)

Position Type:	Full-time
Practice Area(s):	Employment
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM in Downtown Flushing, NY. We engage in aggressive litigation on behalf of blue-collar immigrant workers against employers who violate federal and state laws.</p> <p>Seeking a BILINGUAL JUNIOR ASSOCIATE to support all aspects of our fast-paced business. Primary responsibilities include research and drafting discovery requests and responses, motions, and other forms of correspondence to courts, interviewing clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions. This position is a great opportunity for bilingual attorneys with a demonstrated interest in economic justice/ poverty alleviation. Fluency in Chinese/ Spanish is a requirement. Admission to the NY Federal Bar is a must. (Note: Recent law graduates who have passed the bar but have not yet been admitted should apply only once they are admitted to the bar and to the district court as well.)</p> <p>Requirements</p> <p>Fluency in Chinese/ Spanish is a must!</p> <p>Applicant must be already admitted to New York Federal District Court Bar, and preferably in the District of New Jersey as well.</p> <p>An ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.</p> <p>To apply, send a resume with cover letter, legal writing sample, writing sample in either Chinese or Spanish, school transcript, & list of cases in which you appeared as the attorney of record for.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level:	LLM, Graduate/Alumni
Posting Date:	May 10, 2018
Expiration Date:	June 10, 2018
Contact:	<p>Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com</p>
Resume Receipt:	E-mail
Default email for resumes.:	recruit@troypllc.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID:	3464

Experienced Wage and Hour Attorney (Flushing, New York)
Troy Law, PLLC (Flushing, New York)

Position Type: Full-time
Practice Area(s): Employment
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM located in downtown Flushing, NY. Seeking an EXPERIENCED EMPLOYMENT LAW LITIGATION ASSOCIATE.</p> <p>Primary responsibilities include managing and assigning cases to junior associates, directing the researching and drafting of discovery requests and responses, motions, and other forms of correspondence to courts, supervising intakes of clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions.</p> <p>This position is a great opportunity for attorneys with a demonstrated interest in employment wage-and-hour law.</p> <p>Requirements: â” Candidates must have at least two (2) years of relevant TRIAL experience in wage-and-hour and employment discrimination law before US district courts; â” who is Admitted in New York Federal Bar for at least one (1) year, and preferably in New Jersey; â” The ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently. â” Ability to speak Chinese and/or Spanish preferred, but not required.</p> <p>To apply, send a resume with writing sample, cover letter, school transcript, & list of cases in which you appear as the attorney of record. Please apply only if you meet all of the requirements above.</p> <p>Summarize your Employment Law Trial Experience in a Table Format with the following pertinent information: â€” Complaint Filing Date; â€” Court; â€” Index Number; â€” Brief Description of Nature of Case (Wage-and-Hour or Employment Discrimination, including whether the case is a class-action case); and â€” Your involvement in the case (in intake, computation of damages, motion drafting, and other pertinent information).</p> <p>All your information will be kept confidential.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level: LLM, Graduate/Alumni
Posting Date: May 10, 2018
Expiration Date: June 10, 2018
Contact: Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com
Resume Receipt: E-mail
Default email for resumes.: recruit@troypllc.com
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID: 3465

Law Clerk

West Virginia Supreme Court 17th Circuit (Morgantown, WV)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	A law clerk position is opening up with The Honorable Judge Susan B. Tucker (17th Circuit - Morgantown). Interested applicants should submit a cover letter, resume and writing sample as soon as possible to Judge Tucker's office: 243 High St # 335, Morgantown, WV 26505.
Desired Class Level: 3L, LLM, Graduate/Alumni	
Posting Date: May 10, 2018	
Expiration Date: June 29, 2018	
Contact:	Susan B. Tucker Judge 243 High St # 335 Morgantown, West Virginia 26505
Resume Receipt: E-mail	
Default email for resumes.: Susan.tucker@courtswv.gov	
Additional Documents: Cover Letter, Writing Sample	
ID: 3461	

Three-Month Student/ Recent Graduate/ Rookie Attorney Internship (Flushing, New York)
Troy Law, PLLC (Flushing, New York)

Position Type:	Internship
Practice Area(s):	Bankruptcy, Employment, Immigration/Refuge, Labor
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>Gain hands-on legal experience in a friendly, fast-paced, 25-year-old boutique law firm with experienced attorneys and collegial staff by applying to the: 3-Month Legal Internship.</p> <p>The internship program is offered in our bustling downtown Flushing, where we conduct a diverse practice specializing in WAGE AND HOUR (EMPLOYMENT) LAW. Our GENERAL PRACTICE also includes:</p> <ol style="list-style-type: none">1. REAL ESTATE transactions;2. IMMIGRATION -- Family & Employment-based;3. MATRIMONIAL -- Contested & Un-contested;4. CORPORATION -- Incorporating, Stock Subscription & Acquisition;5. BANKRUPTCY -- Chapter 7, 13 & 11;6. COMMERCIAL LITIGATION--IP; and7. PERSONAL INJURY -- City, State & Federal Courts. <p>Successful candidate(s) will gain experience in all aspects of LITIGATION PRACTICE under direct attorney supervision and will receive training in:</p> <ol style="list-style-type: none">1. Drafting Complaints, Answers, Affirmative Defenses & Counterclaims;2. Conducting Discovery, such as Automatic Disclosures, Interrogatories, Requests for Document Production, Deposition Appearance;3. Writing Legal Memos on Motions for Summary Judgment, Motions to Dismiss, Temporary Restraining Orders, PI, Attachment;4. Preparing Trial Notebook, Pre-trial Order, Jury Instructions, Voir Dire, Motion in Limine, Evidentiary Hearing & Trial;5. Training in ECF, PACER, NYSCEF for Fed, State and Bankruptcy;6. Interviewing Clients, Court Appearances; and7. Working with government agencies. <p>EXCELLENT TRAINING for</p> <ul style="list-style-type: none">• Recent law school graduate or law student looking to obtain crucial experience in above specialty work in a competitive market or to apply to future careers,• New attorney, awaiting admission, pending bar result• February 2016 Bar Exam Takers and/or a• Rookie attorney from a foreign state with limited knowledge about NY/Fed practice. <p>Fellow interns have been recent graduates of top law schools across the nation including Harvard, Yale, University of Pennsylvania, University of Virginia, Columbia, NYU, Fordham, Cornell, Boston, Vanderbilt, Emory and Tulane Law Schools.</p> <p>An intern can also receive academic credit under school program for an Internship, Externship, OPT, or 50 hours of Pro Bono, and a letter of recommendation upon request and successful completion.</p> <p>Those interested in litigation practice, including the opportunity to conduct a trial at the back end of the initial term are strongly encouraged to apply.</p> <p>Apply with a cover letter, resume, writing sample, and school transcript. Fluency in Mandarin Chinese and/or Spanish is a plus and should be noted on the cover letter, but is by no means required.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, Queens. The scheduling is flexible.</p>
Desired Class Level:	1L, 2L, 3L, LL.M, Graduate/Alumni, Class Level
Posting Date:	May 10, 2018
Expiration Date:	June 10, 2018
Contact:	Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com
Resume Receipt:	E-mail
Default email for resumes.:	recruit@troypllc.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID:	3466

HARRITY – PATENT ASSOCIATE TRAINEE PROGRAM (Fairfax - VA)
Harrity & Harrity, LLP (Fairfax, VA)

Position Type: Full-time	
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)	
Description:	<p>Harrity & Harrity is hiring for its successful training program for new patent attorneys who are looking for an opportunity to begin a career at a patent law firm and prove that they have what it takes to be a full-time patent associate. We provide in-depth training in patent application drafting with the potential to become a full-time associate with our firm. This is a temporary paid position with our firm for about six (6) months, during which time, you will be trained in the skills that are needed to prepare high quality patent applications for Fortune 500 companies. Should you successfully complete the training program, there is a strong possibility that you would be offered a full-time associate position with our firm.</p> <p>What we offer:</p> <ul style="list-style-type: none">• Life/Work balance – work where you want, when you want, and how much you want• Ample, steady preparation and prosecution work from a mix of leading electrical and mechanical technology companies• Excellent compensation package that is production-based, and includes comprehensive benefits• Opportunity for client counseling through direct client interaction, as all clients are firm clients• Opportunity for career growth/development including training in business development and client management• Innovative firm culture including cutting edge technology, collaborative work environment, and dedicated support team <p>Who You Are</p> <ul style="list-style-type: none">• You have excellent writing skills• You have a JD and have passed a state bar• You have a BS or MS in EE, ME, Computer Science, Physics, or equivalent fields• You have excellent communication skills• You have a great eye for detail• You love winning• You are a great teammate• You love making clients happy• You have a positive attitude• You love learning <p>To qualify for this position, you MUST be able to write well. Also, you MUST have a J.D., have passed a bar or are awaiting bar results, and have either a B.S. or M.S. in electrical engineering, computer science, mechanical engineering, or physics. We will consider other similar technical degree backgrounds. Being registered to practice before the USPTO is a plus.</p>
Desired Class Level:	3L, LLM, Graduate/Alumni
Posting Date:	May 3, 2018
Expiration Date:	June 8, 2018
Contact:	Jazmine Hitt 11350 Random Hills Road, Suite 600 Fairfax, Virginia 22030 United States
Resume Receipt:	Other (see below)
Default email for resumes.: pat@harrityllp.com	
How to Apply: pat@harrityllp.com	
Additional Documents: Cover Letter	
ID: 3445	

Koch Associate Program (KAP)
Charles Koch Institute

Position Type: Full-time	
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)	
Description: <p>The Koch Associate Program (KAP) is a year-long program that offers professionals the opportunity to gain paid, full-time work experience. Roles are available in a variety of fields within think tanks, policy institutes, and other non-profit organizations. We encourage applicants from all disciplines, as well as those with advanced degrees. Areas of focus include:</p> <ul style="list-style-type: none">- Policy and research analysis.- Communications and public relations.- Marketing and digital media.- Operations and technology.- Development and fundraising.- Graphic design and video production.- External Relations and coalition building.- Human resources. <p>Work in Washington, DC, or in the States - Through KAP, participants are selected by a partner organization "in the Washington, DC area or by a partner organization in their state" and attend weekly professional development sessions online or in-person at the Charles Koch Institute in Arlington, Virginia. Additionally, participants will also attend three networking summits in Washington, DC, throughout the year, enabling participants to build a cross-country network of talented individuals.</p> <p>The Charles Koch Institute admits applicants of any race, color, national or ethnic origin, we are an equal opportunity employer M/F/D/V. Degree not required. Candidates are expected to have a strong desire to develop professionally and a commitment to limited government and individual liberties.</p> <p>By [submitting your resume], you understand that the information you provide may be used by the Charles Koch Institute in accordance with its terms of use and privacy statement. We look forward to providing you with future updates about the Charles Koch Institute's educational programs.</p> <p>About the Charles Koch Institute</p> <p>For more than two decades, Charles G. Koch has given professionals and students opportunities to turn the passion for liberty into careers through professional education programs. During 2016, approximately 650 people completed one of the programs and there are currently nearly 3,700 alumni.</p>	
Desired Class Level:	Graduate/Alumni
Posting Date:	May 3, 2018
Expiration Date:	June 9, 2018
Contact:	Alexandra Stevens Talent Outreach Specialist 1320 North Courthouse Road Arlington, Virginia 22201 United States
Resume Receipt:	Other (see below)
How to Apply:	https://www.charleskochinstitute.org/educational-programs/application-process/?tfa_dbWorkflowId=3&tfa_dbWorkflowStep=0&tfa_dbWorkflowControl=9b2a9c76e67d75c2930fda17f4c22850&utm_source=onestop&utm_campaign=edu_Ad&utm_medium=digital&utm_content=20171003_KAP&tfa_347=701C0000000se2Q
ID:	3447

Senior Associate General Counsel West Virginia University - 07270
WVU General Counsel's Office (Morgantown, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Senior Associate General Counsel 07270 Description</p> <p>The General Counsel's Office at West Virginia University is accepting applications for the position of Senior Associate General Counsel. This position, which reports directly to the General Counsel (GC), will represent and advocate the legal interests of West Virginia University, the WVU Board of Governors, the President, West Virginia University Research Corporation ("WVURC"), West Virginia University Innovation Corporation ("UIC"), and others on legal matters affecting the University by rendering a broad array of legal services as assigned, including, without limitation:</p> <p>Provide direct policy-making input and advice on matters of substantial magnitude related to critical University activities, policy questions and operation procedures and, as needed, draft, modify, or review institutional policies, procedures, and practices. Assist the University, WVURC and UIC, and support staff assigned to the University, WVURC and UIC, for federal, state, and industry sponsored contract and research grant solicitation, negotiation, administration, and compliance. Review, draft, and negotiate contracts on behalf of the University, WVURC, and UIC. Provide advice and counsel on research related activities engaged in by the University, WVURC, and UIC, including, but not limited to federal, state, or administrative agency research and contract compliance issues, industry clinical research, and conflict of interest. Provide, under supervision of GC, high quality advice to the Board on legal matters affecting the University, WVURC, and UIC. Provide advice and assist in the negotiation and review of matters pertaining to acquisitions, public-private partnerships, strategic alliances, large-scale contracts and other commercial transactions and relations relating to the University, WVURC, and UIC corporate transactions. Provide advice on issues related to the Family Educational Rights and Privacy Act (FERPA), the West Virginia Freedom of Information Act (WV FOIA), Family Medical Leave Act (FMLA), the Americans with Disabilities Act (ADA), and/or the Health Insurance Portability and Accountability Act (HIPAA). Conduct legal research and draft memoranda. All other duties as may be assigned from time to time by the GC.</p> <p>Qualifications J.D. from an accredited law school. At least 5 years of experience in 2 or more of the following areas: higher education law, transactional work, litigation, health care law, corporate law, in-house representation of a public agency or other complex organization, compliance with regulations governing federal research, export control regulations, and intellectual property. In addition the successful applicant will have contract law and the negotiation and drafting of contracts. Currently licensed to practice law in West Virginia, or become licensed in an agreed upon time frame</p> <p>Requirements Background Check About WVU West Virginia University is a place to grow, explore, interact and learn. It's a place where innovation meets passion, where potential meets talent. It's a place that makes a difference in the world. And do you know why? Because it's a place with you. This University is only capable of such big things because of our employees. Thank you for your hard work, dedication and tireless efforts toward progress. We love having you here. Let's go!</p> <p>West Virginia University is an Equal Opportunity/Affirmative Action Employer and the recipient of an NSF ADVANCE award for gender equity. The University values diversity among its faculty, staff and students, and invites applications from all qualified individuals, including minorities, females, individuals with disabilities and veterans.</p> <p>Job Posting : May 2, 2018 Posting Classification: Non-Classified Exemption Status: Exempt Benefits Eligible: Yes Schedule : Full-time</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	May 2, 2018
Expiration Date:	June 5, 2018
Contact:	Stephanie Taylor 105 Stewart Hall Morgantown, West Virginia 26506-6201
Resume Receipt:	Other (see below)
How to Apply:	Apply via: https://careers.wvu.edu/career-opportunities
ID:	3443

Staff Attorney- Adult Project
ABA-South Texas Pro Bono Asylum Representation Project (ProBAR)

Position Type: Full-time	
Geographic Preference: South (LA, TX, OK, AR)	
Description:	<p>To give appropriate legal orientation presentations to detainees at the immigration center, complete detainee intakes following presentations and prepare and conduct pro se workshops and individual orientations. Also recruits, trains, and mentors pro bono attorneys, and directly represents immigrants in their cases before the immigration court.</p> <p>The American Bar Association is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities.</p> <p>Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with the American Bar Association please call 312-988-5188.</p> <p>The immigration project Attorney should have experience working with immigrants as well as a fundamental knowledge of immigration law and immigration court procedures. Must exhibit strong writing skills, excellent communication skills and client interviewing abilities as well as the ability to work under pressure. Must be fluent in Spanish, must have a law degree, and have been admitted to a bar or have taken a bar examination and be waiting for the results by the start date of employment. Travel to area detention facilities housing immigrant detainees multiple times per week. Must be fluent in Spanish.</p>
Desired Class Level: 3L, Graduate/Alumni	
Posting Date: May 2, 2018	
Expiration Date: June 8, 2018	
Contact: ABA/ProBAR 202 S 1st Street Suite 300 Harlingen, Texas 78550 United States	
Resume Receipt: Other (see below)	
How to Apply: https://www5.recruitingcenter.net/Clients/abanet/PublicJobs/controller.cfm?jbaction=JobProfile&job_id=11928	
ID: 3444	

Employment Litigation Associate
Ogletree, Deakins, Nash, Smoak, Stewart, P.C. (Indianapolis, IN)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <div>Employment Litigation Associate</div> <div>Pittsburgh, PA, 15222</div> <div>Overview:</div> <div>Ogletree Deakins is one of the largest labor and employment law firms representing management in all types of employment-related legal matters. The firm has 850 lawyers located in 52 offices across the United States, Canada, Europe and Mexico. Ogletree Deakins has been named a “Law Firm of the Year” for seven consecutive years by U.S. News – Best Lawyers ® “Best Law Firms.” In 2018, the publication named Ogletree Deakins its “Law Firm of the Year” in the Litigation - Labor & Employment category. In addition to handling labor and employment law matters, the firm has thriving practices focused on business immigration, employee benefits, and workplace safety and health law. Ogletree Deakins represents a diverse range of clients, from small businesses to Fortune 50 companies.</div> <div>Our Pittsburgh office has an opportunity for an associate to assume an important role in employment litigation and counseling, including direct contact with client representatives and opposing counsel. We provide our associates with multiple writing, publishing and speaking opportunities as well as flexible working arrangements.</div> <div>We are fully committed to the importance of diversity within the legal profession, as well as all workplace environments, and strongly encourage the interest of diverse candidates in the firm.</div> <div>Equal Opportunity Employer.</div> <div>Requirements:</div> <div><div>· Juris Doctor. Qualified candidates must be and remain licensed to practice law and in good standing. During employment, must meet requirements for continuing licensure for law practice.</div><div>Must be licensed to practice law in PA; Both, PA and WV licenses are preferred. Ideal candidates will have 4 - 6 years of experience in employment law; employment litigation experience is preferred. Outstanding academic record; top 25% of class. Federal clerkships are a plus. Superior analytical and writing skills. Strong organizational and interpersonal skills.</div><div>We are not working with outside recruiters for this position.</div></div> <div>Benefits:</div> <div>Ogletree Deakins offers a robust suite of benefits for our attorneys including: comprehensive training and development programs including an annual firm-wide Attorney Retreat, CLE and bar admission expense reimbursement, several competitive annual bonus programs, 401(k) plan, affordable health and life insurance including dental and vision coverage, flexible spending accounts to help offset the cost of dependent care and/or health care expenses, Teladoc to provide 24/7 access to a doctor by phone or online video, employee assistance program, back-up childcare program and a paid parental leave on-ramping program.</div> <div>Contact:</div> <div>To apply for this position, please submit your application through the blue “APPLY NOW” button at the top of the page.</div> <div>If you have any questions about this opportunity or want to follow up on your application, please reach out to Anastasia Bohonos at ana.bohonos@ogletree.com with “Pittsburgh Associate” in the subject line.</div> <div>To keep up to date with all of our opportunities, follow us on Twitter @JobsAtOgletree</div> <div>#LI-AB1</div>
Desired Class Level: Graduate/Alumni
Posting Date: April 13, 2018
Expiration Date: June 15, 2018
Contact: Whitney Dickey Recruiting Coordinator 111 Monument Circle, Suite 4600 Indianapolis, Indiana 46204 United States
Resume Receipt: E-mail
Default email for resumes.: whitney.dickey@ogletree.com
ID: 3427

Student Conduct Director

WVU General Counsel's Office (Morgantown, WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>Share</div> <div>Job Description - Director of Student Conduct - Student Life (08127)</div> <div>Director of Student Conduct - Student Life</div> <div>08127</div> <div>Description</div> <div>The Division of Student Life at West Virginia University is seeking applications for a Director of Student Conduct. This position is responsible for administering the Student Conduct Code. Additionally, the Director will provide direct policy-making input and advice on matters of substantial magnitude related to critical University activities, policy questions and operation procedures and, as needed, draft, modify, or review institutional policies, procedures, and practices.</div> <div>In order to be successful in this position, the ideal candidate will: Manage and supervise the Office of Student Conduct at the Morgantown campus of WVU, which currently includes two assistant directors, an investigator, case manager and several student workers. Perform all duties required by the University Student Conduct and Discipline Policy and its related procedure. Ensure integration between the University Student Conduct and Discipline Policy and WVU's Title IX and anti-discrimination policy, as well as their respective procedures. Review, investigate and adjudicate potential violations of the Student Code of Conduct and ensure appropriate sanctions, including use of restorative justice, community service, suspension and expulsion. Oversee the development and delivery of educational programs and presentations for faculty, staff, and students to showcase services and promote personal responsibility and awareness of the Student Code of Conduct. Work with various University faculty and administrators, including the Title IX Coordinator and Director of Academic Integrity, as well as other members of the University and Morgantown community to resolve student conduct matters fairly and efficiently. Establish and implement policies and procedures pertaining to student conduct. First consideration will be given to applicants who apply on or before April 25, 2017.</div> <div>Qualifications</div> <div>Master's degree in college student personnel, student affairs, higher education administration, or related field J.D. from an accredited law school is strongly preferred A minimum of five (5) years of progressively responsible experience in student conduct is required or transferrable job-related experience from related field Possess strong organizational skills, excellent written and verbal communication skills, and ability to prioritize tasks and meet strict deadlines.</div> <div>Requirements</div> <div>Background check</div> <div>About WVU</div> <div>At West Virginia University, we pride ourselves on a tireless endeavor for achievement. We are home to some of the most passionate, innovative minds in the country who push their limits for the sake of progress, constantly moving the world forward. Our students, faculty and staff make this institution one of the best out there, and we are proud to stand as one voice, one university, one WVU. Find out more about your opportunities as a Mountaineer at http://hr.wvu.edu/.</div> <div>West Virginia University is an Equal Opportunity/Affirmative Action Employer and the recipient of an NSF ADVANCE award for gender equity. The University values diversity among its faculty, staff and students, and invites applications from all qualified individuals, including minorities, females, individuals with disabilities and veterans.</div> <div>Job Posting: Apr 4, 2018 Posting Classification: Non-Classified Exemption Status: Exempt Benefits Eligible: Yes Schedule: Full-time</div>
Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: April 12, 2018
Expiration Date: June 11, 2018
Contact: Stephanie Taylor 105 Stewart Hall Morgantown, West Virginia 26506-6201
Resume Receipt: E-mail, Other (see below)
Default email for resumes.: Stephanie.Taylor@mail.wvu.edu
How to Apply: Apply on line at: https://careers.wvu.edu/career-opportunities
ID: 3424

Law Clerk
Supreme Court of Appeals of West Virginia (Charleston WV)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description: We have another law clerk position opening in July 2018 for Judge Pratt in Wayne County	
Desired Class Level: Graduate/Alumni	
Posting Date: April 10, 2018	
Expiration Date: June 29, 2018	
Contact: Sarah Massey Esquire Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305	
Resume Receipt: E-mail	
Default email for resumes.: Sarah.Massey@courtswv.gov	
ID: 3413	

LL.M. Law Energy & Sustainable Development
West Virginia University College of Law - Admissions (Morgantown, WV)

Position Type: LL.M.	
Description:	Description: West Virginia is at the center of energy production for the country. There is no better place to learn about the intersecting laws and policies governing all of the country's energy resources than at WVU Law.
	While many law schools provide opportunities to learn energy or environmental law, WVU Law is committed to providing students opportunities to learn the full range of energy, environmental and sustainable development law through its Center for Energy and Sustainable Development and through its other resources in the area. Our broad spectrum of courses allows our students to prepare to be lawyers serving energy companies, investors, utilities, manufacturing companies, lawmakers, policymakers, regulators, land use professionals, and environmental organizations.
	Learn more at http://law.wvu.edu/home/llm . Applications are now being accepted for 2018-2019.
Desired Class Level: 3L, LLM, Graduate/Alumni	
Posting Date: April 10, 2018	
Expiration Date: July 15, 2018	
Contact: Alice Foley Assistant Director of Admission PO Box 6130 Morgantown, West Virginia 26506-6130	
Resume Receipt: E-mail	
Default email for resumes.: llm@mail.wvu.edu	
ID: 2142	

LL.M. Law Forensic Justice

West Virginia University College of Law - Admissions (Morgantown, WV)

Position Type:	LL.M.
Description:	<p>Forensic Justice LL.M. Program</p> <p>WVU College of Law, in partnership with the WVU Department of Forensic and Investigative Science, is proud to be a pioneer in the criminal justice field by offering the country's first graduate law degree program in Forensic Justice. This on-line LL.M. program provides lawyers, judges, and recent law school graduates with the scientific background to understand forensic evidence and the advocacy skills to litigate them in the courtroom.</p> <p>Accepting applications now!</p> <p>Learn more at http://law.wvu.edu/home/llm. Applications are now being accepted for 2018-2019.</p>
Desired Class Level:	3L, LL.M, Graduate/Alumni
Posting Date:	April 10, 2018
Expiration Date:	July 15, 2018
Contact:	<p>Alice Foley</p> <p>Assistant Director of Admission</p> <p>PO Box 6130 Morgantown, West Virginia 26506-6130</p>
Resume Receipt:	E-mail
Default email for resumes.:	llm@mail.wvu.edu
ID:	2143

LL.M. White-Collar Forensic Justice
West Virginia University College of Law - Admissions (Morgantown, WV)

Position Type: LL.M.
Description: ONLINE- Commercial and white-collar criminal lawyers today are on the front line of the most sophisticated cases. Whether it is in securities, energy, health care or a myriad of other fields, attorneys who can analyze accounting information and use it in their cases will have the edge in practice. As part of the nation's first-ever LL.M. in White Collar Forensic Justice, you will learn the in-depth legal skills for examining issues of fraud and fraudulent accounting from experts in the law and forensic accounting. The LL.M. in White-Collar Forensic Justice prepares you for the career paths at agencies such as the Securities and Exchange Commission, the Public Company Accounting Oversight Board, and the Federal Bureau of Investigation, as well as countless corporations and commercial litigation firms. Accepting applications now! Learn more at: https://www.law.wvu.edu/home/llm
Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: April 10, 2018
Expiration Date: July 15, 2018
Contact: Alice Foley Assistant Director of Admission PO Box 6130 Morgantown, West Virginia 26506-6130
Resume Receipt: E-mail
Default email for resumes.: llm@mail.wvu.edu
ID: 3414

BUSINESS AND CONSUMER COURT LAW CLERK
State of Maine Supreme Judicial Court (Portland Maine)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <div>STATE OF MAINE JUDICIAL BRANCH EMPLOYMENT OPPORTUNITIES BUSINESS AND CONSUMER COURT LAW CLERK The State of Maine Judicial Branch is accepting applications for the Maine Business and Consumer Court Clerkship for the 2018-2019 term, which runs from August 19, 2019 through August 14, 2020. One position is expected to be available. Maine's Business and Consumer Court is a specialized docket designed exclusively for business and/or consumer cases drawn from the regular dockets of the District and Superior Courts. It was created for the purpose of providing predictable judicial action in selected cases (1) in which the principal claims involve matters of significance to the transactions, operations, or governance of business entities and/or the rights of consumers, and (2) that require specialized and differentiated judicial management. Jury and non-jury trials are available in the Business and Consumer Court. The Business and Consumer Court is managed by two or more judges designated by the Chief Justice of the Supreme Judicial Court. The Law Clerk works with these judges. The Law Clerk's principal duties involve assisting the judges in the various areas of the court's jurisdiction, researching and preparing memoranda or draft decisions, and monitoring trials and other proceedings and matters in the Business and Consumer Court. In selecting a Law Clerk, the Business and Consumer Court judges will consider academic and class standing; Law Review, Moot Court, and other significant research or writing experience; prior employment; demonstrated writing ability; and faculty, employer, and personal recommendations. Salary: \$53,435.20 plus fringe benefits. How to Apply: The application consists of the following documents:<ul style="list-style-type: none">• Cover letter: Applicants must identify in their cover letter the location or locations (Portland, Augusta, and/or Bangor) at which they are willing to accept a clerkship assignment.• Résumé• School-issued law school transcript (official or unofficial, but not self-prepared)• Writing sample: The writing sample should be no longer than 10 pages double-spaced. Although it may be edited or critiqued by others, the sample should primarily reflect the applicant's own work.• Two letters of recommendation: The letters of recommendation may be sent separately. The letters of recommendation may be addressed to the Court as a whole and may be emailed separately from the other application materials.The above materials must be submitted in .pdf format to Heidi Carpenter at the following email address: Heidi.Carpenter@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m. Successful candidates will be required to submit to criminal, motor vehicle, and other records checks. En banc interviews will be conducted in Portland, Maine, in mid-September 2018. Applicants are also encouraged to complete the Applicant Information Survey that may be found at http://www.courts.maine.gov/jobs/clerkships.html and return it to the following email address: HR.Team@courts.maine.gov. Inquiries may be directed to Heidi Carpenter at Heidi.Carpenter@courts.maine.gov or 207-822-4174. The State of Maine Judicial Branch is an equal opportunity employer.</div>
Desired Class Level: 2L, 3L, Graduate/Alumni
Posting Date: April 3, 2018
Expiration Date: August 3, 2018
Contact: Heidi Carpenter Judicial Assistant 205 Newbury Street Portland, Maine 04101 United States
Resume Receipt: E-mail
Default email for resumes.: heidi.carpenter@courts.maine.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3377

Law Clerk

State of Maine Supreme Judicial Court (Portland Maine)

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>STATE OF MAINE JUDICIAL BRANCH EMPLOYMENT OPPORTUNITIES LAW CLERK – MAINE SUPREME JUDICIAL COURT The State of Maine Judicial Branch is accepting applications for legal clerkship positions with the Maine Supreme Judicial Court for the 2019-2020 term, which runs from August 19, 2019, through August 14, 2020. The Maine Supreme Judicial Court is the State's highest court and its court of final appeal. It decides appeals on questions of law that arise in a wide variety of civil and criminal cases. The Court also has original jurisdiction in some matters and is the procedural rulemaking authority for all of the State's courts. Law Clerk duties include, but are not limited to, the preparation of bench memoranda, legal research, and assistance with opinion drafting. Law Clerks work for the entire Court but are assigned to work in the chambers of the individual justice who appoints the Law Clerk. Clerkships are full-time positions, and Law Clerks often must work extensive hours. Law Clerks may not engage in other employment. Qualified candidates have a degree in law or expect to obtain a degree in law by July of 2019. Selection criteria include academic performance and class standing, journal experience or other significant research or writing experience, faculty and employer recommendations, and work ethic. Law Clerks are not required to have taken the Maine bar examination. Salary: \$53,435.20 plus fringe benefits. How to Apply: The application consists of the following documents: • Cover letter: Justices currently have chambers in Portland, Augusta, and Bangor. Applicants must identify in their cover letters in which of these locations they are willing to accept a clerkship assignment. • Resume • School-issued law school transcript (official or unofficial, but not self-prepared) • Writing sample: The writing sample should be no longer than 10 pages double-spaced. Although the sample may have been edited lightly upon review by others, the sample must represent the applicant's own work. • Three letters of recommendation: Two from law school faculty and one stemming from summer 2018 work experience or other most recent work experience. The letters of recommendation should be addressed to the Court as a whole and may be emailed separately from the other application materials. The above materials must be submitted in .pdf format to Crystal Bulges, Supervisory Law Clerk to the Maine Supreme Judicial Court, at the following email address: Crystal.Bulges@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m. Successful candidates will be required to submit to criminal, motor vehicle, and other records checks. En banc interviews will be conducted in Portland, Maine, in mid-September 2018. Applicants are also encouraged to complete the Applicant Information Survey that may be found at http://www.courts.maine.gov/jobs/clerkships.html and return it separately to the following email address: HR.Team@courts.maine.gov. Inquiries may be directed to Crystal Bulges at Crystal.Bulges@courts.maine.gov or 207-822-4179. The State of Maine Judicial Branch is an equal opportunity employer.</p>
Desired Class Level:	2L, 3L, Graduate/Alumni
Posting Date:	April 3, 2018
Expiration Date:	August 3, 2018
Contact:	Heidi Carpenter Judicial Assistant 205 Newbury Street Portland, Maine 04101 United States
Resume Receipt:	E-mail
Default email for resumes.:	heidi.carpenter@courts.maine.gov
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	3375

Law Clerk

State of Maine Supreme Judicial Court (Portland Maine)

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>STATE OF MAINE JUDICIAL BRANCH EMPLOYMENT OPPORTUNITIES LAW CLERK – MAINE SUPERIOR COURT The State of Maine Judicial Branch is accepting applications for clerkship positions with the Maine Superior Court for the 2019-2020 term, which runs from August 19, 2019 through August 14, 2020. Law Clerks are based in Portland, Augusta, and Bangor. The Superior Court is the trial court of general jurisdiction in Maine, with jurisdiction extending to all criminal offenses, including murder and felonies; all major civil and equitable matters; and appeals from state agencies, municipalities, and courts of limited jurisdiction. Jury trials are available only in the Superior Court. The seventeen justices of the Superior Court have statewide jurisdiction and travel on circuit. Each Law Clerk will be assigned to work primarily with several justices. Assignments are based on geography and expected workload. Law Clerk duties include, but are not limited to, assisting the justices in the various areas of the court's jurisdiction, researching and preparing memoranda or draft decisions, and monitoring trials and other proceedings. Qualified candidates have a degree in law or expect to obtain a degree in law before July 2019. Selection criteria include academic performance and class standing; law review, moot court, or other significant research or writing experience; demonstrated writing ability; faculty and employment recommendations; and strong work ethic. Law Clerks are not required to have taken the Maine bar examination. Salary: \$53,435.20 plus fringe benefits. How to Apply: The application consists of the following documents:</p> <ul style="list-style-type: none">• Cover letter: Applicants must identify in their cover letter the location or locations (Portland, Augusta, and/or Bangor) at which they are willing to accept a clerkship assignment.• Résumé• School-issued law school transcript (official or unofficial, but not self-prepared)• Writing sample: The writing sample should be no longer than 10 pages double-spaced. Although it may be edited or critiqued by others, the sample should primarily reflect the applicant's own work.• Two letters of recommendation: The letters of recommendation may be sent separately. The letters of recommendation may be addressed to the Court as a whole and may be emailed separately from the other application materials. <p>The above materials must be submitted in .pdf format to Heidi Carpenter at the following email address: Heidi.Carpenter@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m. Successful candidates will be required to submit to criminal, motor vehicle, and other records checks. En banc interviews will be conducted in Portland, Maine, in mid-September 2018. Applicants are also encouraged to complete the Applicant Information Survey that may be found at http://www.courts.maine.gov/jobs/clerkships.html and return it to the following email address: HR.Team@courts.maine.gov. Inquiries may be directed to Heidi Carpenter at Heidi.Carpenter@courts.maine.gov or 207-822-4174. The State of Maine Judicial Branch is an equal opportunity employer.</p>
Desired Class Level:	2L, 3L, Graduate/Alumni
Posting Date:	April 3, 2018
Expiration Date:	August 3, 2018
Contact:	Heidi Carpenter Judicial Assistant 205 Newbury Street Portland, Maine 04101 United States
Resume Receipt:	E-mail
Default email for resumes.:	heidi.carpenter@courts.maine.gov
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	3376

Law Clerk
State of Maine Supreme Judicial Court (Portland Maine)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <div>STATE OF MAINE JUDICIAL BRANCH EMPLOYMENT OPPORTUNITIES LAW CLERK – MAINE DISTRICT COURT The State of Maine Judicial Branch is accepting applications for legal clerkship positions with the Maine District Court for the 2018-2019 term, which runs from August 19, 2019, through August 14, 2020. Six positions are expected to be available. Law clerks are based in Portland, Lewiston, Bangor, Augusta, Rockland, and Springvale, but may have to travel to other courts from time to time. The thirty-nine judges of the District Court have statewide jurisdiction to adjudicate criminal, civil, and family matters. Eight family law magistrates assist in the processing of family matter proceedings involving children. The District Court Law Clerks receive assignments from all District Court judges and magistrates. Duties include, but are not limited to, assisting judges and magistrates with legal research regarding the various areas of the court's jurisdiction, preparing memoranda and draft opinions, and monitoring trials and other proceedings in the District Court. The Chief Judge also assigns the District Court Law Clerks to assist in administrative projects. Qualified candidates have a degree in law or expect to obtain a degree in law by July of 2019. Selection criteria include excellent analytical skills, excellent communication skills, class standing, Law Review, Moot Court, other significant research or writing experience, faculty and/or employer recommendations, and strong work ethic. Term Law Clerks are not required to have taken the Maine bar examination. Travel is required. Law Clerks may not engage in other employment. Salary: \$53,435.20 plus fringe benefits. How to Apply: The application consists of the following documents: • Cover letter: Applicants must identify in their cover letter which locations—Portland, Lewiston, Bangor, Augusta, Rockland, and Springvale—they are willing to accept a clerkship assignment. • Résumé • School-issued law school transcript (official or unofficial, but not self-prepared) • Writing sample: (double spaced, ten-page maximum, unedited by others) • Two letters of recommendation: The letters of recommendation do not need to be addressed to a judge, and may be emailed separately from the other application materials. The above materials must be submitted in .pdf format to Karen Morin, Judicial Administrative Assistant, at the following email address: Karen.G.Morin@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m. Successful candidates will be required to submit to criminal, motor vehicle, and other records checks. Interviews will be held in Augusta, Maine, in September 2018. Applicants selected for an interview may be required to submit an additional writing sample responding to a prompt supplied by the Chief Judge of the District Court. Applicants are also encouraged to complete the Applicant Information Survey that may be found at http://www.courts.maine.gov/jobs/clerkships.html and return it to the following email address: HR.Team@courts.maine.gov. Inquiries may be directed to Karen Morin at Karen.G.Morin@courts.maine.gov or 207-213-2971. The State of Maine Judicial Branch is an equal opportunity employer.</div>
Desired Class Level: 2L, 3L, Graduate/Alumni
Posting Date: April 3, 2018
Expiration Date: August 3, 2018
Contact: Heidi Carpenter Judicial Assistant 205 Newbury Street Portland, Maine 04101 United States
Resume Receipt: E-mail
Default email for resumes.: heidi.carpenter@courts.maine.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3378

Associate Real Estate Attorney
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	Associate Real Estate Attorney 3 - 6 years experience:
	Position Type: full-time, permanent Associate
	Employer Name: McClelland Legal Search
	JobTitle: Associate Real Estate Attorney
	Job Description: We are working with a dynamic Harrisburg firm in search of a real estate associate. The firm has a collegial working environment and support for professional growth. The position requires 3-6 years of experience. This is an opportunity for a self-starter to work on diverse real estate matters and have immediate, significant client contact. Solid research and writing skills and a GPA of 3.0 or above are required. Must be admitted in PA.
	Hiring Criteria: 3 - 6 years of real estate experience, as described above. Admitted in PA
	Location: Harrisburg, PA
	Materials requested: Resume
	Deadline to apply: No deadline but search is active and interviews ongoing
	Compensation Details: Compensation determined by experience
	Desired years of Experience: Candidates should have 3-6 years of litigation experience
	How we would like to receive the materials: Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com
Desired Class Level: Graduate/Alumni	
Posting Date: March 28, 2018	
Expiration Date: June 30, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3369	

Law Clerk
Supreme Court of Appeals of West Virginia (Charleston WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div><div>The Administrative Office of The Supreme Court of Appeals of West Virginia Position Announcement</div><div>Twenty-Sixth Judicial circuit upshur County EMPLOYMENT OPPORTUNITY Buckhannon, West Virginia Position open until filled (Posted 3-27-2018)</div><div>The Position The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Jacob E. Reger. This position works under the direct supervision of Judge Jacob E. Reger in the Twenty-Sixth Judicial Circuit, Upshur County, Buckhannon, WV. This is a salaried position. The position is described as follows. Circuit Judge Law Clerk Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$46,416.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$55,008, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary. Position Purpose: The Circuit Court Law Clerk will be responsible for providing legal support to Judge Jacob E. Reger. The position is a unique opportunity to learn court operations from the inside out, and gain invaluable "real life" practical experience while working in a challenging, high volume, highly-variable and fast-paced environment. Minimum Qualifications: A successful candidate must possess excellent legal research and writing skills. The candidate must also possess the ability to communicate clearly and concisely. Ability to exercise good judgment and maintain tact, composure, and confidentiality. The candidate must possess strong organizational skills and attention to detail. All circuit judge law clerks must sit for the West Virginia Bar Examination each time it is offered. The failure to pass the West Virginia Bar Examination within two (2) attempts will result in a loss of employment. West Virginia Bar Examination failures predating judicial employment count toward the two (2) attempts. Any person who has failed the West Virginia Bar Examination, or any bar examination, two (2) or more times is ineligible for these positions. Once a person passes the West Virginia Bar Examination, the issue of bar examination failures is moot. Additionally, the minimum law school g.p.a. for these positions is 2.2. Duties and Responsibilities: Each law clerk might have a broad spectrum of duties to perform, as every judge has specific legal and administrative support that they require of their law clerk. Duties and responsibilities may include, but are not limited to: <ul style="list-style-type: none">· Perform legal research,· Prepare confidential legal memoranda,· Attend court hearings,· Draft orders and opinions,· Advise and assist judge with legal issues,· Conduct discovery conferences,· Respond to attorneys and self-represented litigants, and· Monitor the court's docket. Criminal Background Check: All successful candidates must submit to a criminal background check. Compensation and Benefits include: <ul style="list-style-type: none">· Competitive salary based on experience and qualifications,· Medical Insurance,· Optional Flexible Benefits Coverage (dental, vision, disability, and excess medical),· Life insurance,· Defined benefit pension plan,· Section 457 deferred compensation plan, 12 paid holidays, and· Annual and sick leave.</div></div>

The Administrative Office of the Courts

The AO, located in Charleston, West Virginia, provides administrative direction and support to all elements of the state judiciary.

West Virginia Courts

West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at www.courtswv.gov.

Equal Opportunity in Employment

It is the policy of the West Virginia judiciary to provide equal opportunity in employment for all persons, and to recruit, select, train, promote, retain, and discipline without regard to race, color, sex, age, disability, religion, sexual orientation, or national origin. Further, it is the policy of the West Virginia judiciary to maintain a professional workplace in which individuals are accorded respect, and an environment free of harassment, including verbal or physical conduct that creates an intimidating or hostile environment for any individual on any prohibited basis. As an employer with an Equal Employment Opportunity/Affirmative Action Plan, the Court complies with government regulations and related Equal Employment Responsibilities where applicable.

Application Process

To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at Sarah.Massey@courtswv.gov.

- Cover Letter,
- Resume,
- Law School Transcript,
- Writing Sample,
- References (at least three, including current contact information),
- Signed Court Employment Application (available on Court website), and
- Signed, Notarized Release for Criminal/Background Check (available on Court website).

All of the requested documents and information must be received before a final employment decision will be made.

Thank you for your interest in employment with the Supreme Court of Appeals of West Virginia.

Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: March 27, 2018
Expiration Date: June 30, 2018
Contact: Sarah Massey Esquire Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305
Resume Receipt: E-mail
Default email for resumes.: Sarah.Massey@courtswv.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3363

Litigation Associate
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	
Litigation associate 3 - 8 years experience:	
Position Type:	full-time, permanent Associate
Employer Name:	McClelland Legal Search
JobTitle:	Associate Litigation Attorney
Job Description:	Associate position with a collegial and lifestyle friendly Charleston, WV firm. Position requires 3 - 8 years of experience either as a law clerk or as a litigation associate in a law firm setting, or a combination of both. Strong research and writing skills a must. Opportunity to get into court, handle depositions and to work on a variety of litigation matters. Products liability experience a plus.Competitive compensation.
Hiring Criteria:	3 - 8 years of litigation experience, as described above. Admission to West VA bar preferred but candidates otherwise licensed and willing to sit for the West VA bar (or eligible for reciprocity to West VA) will also be considered.
Location:	Charleston, WV
Materials requested:	Resume
Deadline to apply:	No deadline but search is active and interviews ongoing
Compensation Details:	Compensation determined by experience
Desired years of Experience:	Candidates should have 3-8 years of litigation experience
How we would like to receive the materials:	Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com
Please leave the posting up until June 30, 2018	
Desired Class Level: Graduate/Alumni	
Posting Date: March 27, 2018	
Expiration Date: June 30, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3361	

Litigation Attorney
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Litigation associate 3 - 8 years experience:	
Position Type:	full-time, permanent Associate
Employer Name:	McClelland Legal Search
Job Title:	Associate Litigation Attorney
Job Description:	Associate position with a top top notch Harrisburg firm. Collegial environment, competitive compensation and opportunity to grow. Position requires 3 - 8 years of litigation experience, preferably in a mid-size to large firm setting. Solid research and writing skills and a GPA of 3.0 or above required. Opportunity to work on a variety of litigation matters and have immediate interaction with clients
Hiring Criteria:	3 - 8 years of litigation experience, as described above. Admitted in PA
Location:	Harrisburg, PA
Materials requested:	Resume
Deadline to apply:	No deadline but search is active and interviews ongoing
Compensation Details:	Compensation determined by experience
Desired years of Experience:	Candidates should have 3-8 years of litigation experience
How we would like to receive the materials:	Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com
Please leave the posting up until June 30, 2018	
Desired Class Level: Graduate/Alumni	
Posting Date: March 27, 2018	
Expiration Date: June 30, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3359	

Trust and Estate Attorney
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Trust & Estates Associate 6 - 12 years experience:	
Position Type:	full-time, permanent Associate
Employer Name:	McClelland Legal Search
JobTitle:	Associate Trust & Estates Attorney
Job Description: Harrisburg law firm associate position requiring 6 - 12 years of sophisticated trust and estate experience. Candidates should have strong analytical and writing skills and a GPA of 3.0 or above. This is a law firm that offers a collegial working environment and opportunity for professional growth . Competitive compensation.	
Hiring Criteria: 6 - 12 years of trust & estates experience, as described above. Admitted in PA	
Location: Harrisburg, PA	
Materials requested: Resume	
Deadline to apply: No deadline but search is active and interviews ongoing	
Compensation Details: Compensation determined by experience, as described above. Admitted in PA	
Desired years of Experience: Candidates should have 6 - 12 years of trust & estates experience	
How we would like to receive the materials: Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com	
Please leave the posting up until June 30, 2018	
Desired Class Level: Graduate/Alumni	
Posting Date: March 27, 2018	
Expiration Date: June 30, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3360	

Law Clerk
Court of Common Pleas of Washington County (Washington PA)

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description: COURT OF COMMON PLEAS OF WASHINGTON COUNTY OFFICE OF COURT ADMINISTRATOR	
Patrick R. Grimm, Esquire District Court Administrator	Phone: 724-228-6797 Fax: 724-228-6938
DATE: March 21, 2018	
FROM: Patrick R. Grimm, Esquire District Court Administrator	
TO: West Virginia University College of Law Career Services Department ATTENTION: Rosalind Lister	
RE: Law Clerk	

There is a Law Clerk position available August 1, 2018, with Judge Valarie Costanzo in the Court of Common Pleas of Washington County, Pennsylvania. A law degree from an accredited institution is required, and admission to the Pennsylvania bar is preferred.

The applicant must possess the ability to perform extensive legal research and writing, as well as assist the Judge in court proceedings.

The starting salary is \$39,647.92, in addition to medical coverage, vacation time, and other benefits.

The deadline to apply for consideration is June 15, 2018. Please send resume and cover letter to:

Judge Valarie Costanzo
Washington County Courthouse
One South Main Street, Suite 2003
Washington, PA 15301

Desired Class Level: Graduate/Alumni
Posting Date: March 21, 2018
Expiration Date: June 15, 2018
Contact: Lori Hoag Secretary to the Court Administrator One South Main Street, Suite 2003 Washington, Pennsylvania 15301 United States
Resume Receipt: E-mail
Default email for resumes.: lori.hoag@washingtoncourts.us
Additional Documents: Cover Letter
ID: 3353

Bilingual (Chinese) Law Clerk/ Attorney
Lerner Law (Brooklyn, NY)

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Robert N. Lerner	
ATTORNEY AT LAW	
828 64th St., 2nd Fl., Rm. 2A	
BROOKLYN, NEW YORK 11220	
TEL: (718) 748-2500	
FAX: (718) 504-4902	
E-mail: RNL.LERNERLAW@GMAIL.COM	
Date: March 19, 2018	
Bilingual (Chinese)	
Law Clerk/ Attorney	
I have operated a general practice law office in Brooklyn, NY for over 20 years.	
My office provides a unique opportunity to become acquainted with solo, general practice. My practice includes: probate, criminal, personal injury, immigration, matrimonial, real estate law, and civil litigation.	
Most of my clients are Chinese and have limited English skills, so the primary requirement is that the applicant be fluent in Chinese.	
JOB DESCRIPTION	
Hours:	Flexible
Responsibilities:	Legal research, document drafting, court appearances.
Language Skill:	Fluent Chinese-required
Salary:	Negotiable
CONTACT: ROBERT N. LERNER, ESQ. (As set-forth in the letterhead)	
Desired Class Level: Graduate/Alumni	
Posting Date: March 20, 2018	
Expiration Date: August 31, 2018	
Contact: Robert N. Lerner Owner/Attorney 828 64th Street, Suite 2A NY 11220 Brooklyn, New York	
Resume Receipt: E-mail	
Default email for resumes.: rnl.lernerlaw@gmail.com	
ID: 3344	

Entry Level Immigration Attorney
Hudson Legal (Ann Arbor)

Position Type:	Full-time
Practice Area(s):	Immigration/Refuge
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>Hudson is a rapidly growing professional service corporation with offices nationwide. We are searching for an entry level immigration attorney to be trained in employment-based immigration, including the I-140 stage, Immigrant Petition for Alien Worker.</p> <p>This position is an excellent opportunity for new graduates to receive training and exposure to the field of federal law and work on cases related to the advancement of the interests of the United States. We encourage long term commitment and ideal applicants should be able to work 40 hours every week.</p> <p>Website: http://www.hudsonpc.com/</p> <p>Job Responsibilities:</p> <ul style="list-style-type: none">- Prepare case and legal strategies.- Manage various projects and deadlines.- Negotiate, prepare, and revise documents.- Explain legal languages to clients.- Research unique legal issues by identifying applicable statutes and judicial decisions.- Keep abreast of legislative changes that may affect immigration.- Develop solutions to complex legal questions.- Provide training to companies and individuals on substantive legal topics and updates about new immigration laws and regulations.- Assist with the marketing of existing services.- Provide input on new services and market strategies. <p>Requirements:</p> <ul style="list-style-type: none">- JD degree- Active in bar association(s)- Excellent writing skills <p>Desired:</p> <ul style="list-style-type: none">- Internship or work experience in a variety of employment-based immigration law matters. <p>Compensation and Benefits:</p> <p>Total compensation for this position is \$60,000–\$80,000 (base salary plus annual bonus). We also provide excellent benefits. Our comprehensive benefits plan includes: short term and long term disability insurance, 6-8 weeks of paid maternity leave through disability insurance plan, health, dental and vision insurance, optional 401 (K), gym membership, paid time off and paid holidays.</p> <p>To Apply:</p> <p>Please submit your resume along with a cover letter to hrdept@hudsonpc.com. Hudson is proud to be an Equal Opportunity/Affirmative Action firm, making decisions without regard to race, color, religion, creed, sex, sexual orientation, gender identity, marital status, national origin, age, veteran status, disability, or any other protected class.</p> <p>Thank you!</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	March 5, 2018
Expiration Date:	June 30, 2018
Contact:	<p>Ms. Joy Lee Human Resources 100 Phoenix Dr., Suite 305 Ann Arbor, Michigan 48108 http://www.hudsonpc.com</p>
Resume Receipt:	E-mail
Default email for resumes.:	hrdept@hudsonpc.com
Additional Documents:	Cover Letter
ID:	2832

Experienced Immigration Attorney
Hudson Legal (Ann Arbor)

Position Type:	Full-time
Practice Area(s):	Immigration/Refuge
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Hudson is a rapidly growing professional service corporation with offices nationwide. We are looking for an experienced immigration attorney to work in the employment-based immigration area, including the I-140 stage, Immigrant Petition for Alien Worker. We encourage long term commitment and ideal applicants should be able to work full-time (40 hours every week) in our Ann Arbor (preferred) and Chicago office. Website: http://www.hudsonpc.com/</p> <p>Job Responsibilities:</p> <ul style="list-style-type: none">- Prepare case and legal strategies.- Manage various projects and deadlines.- Negotiate, prepare, and revise documents.- Explain legal languages to clients.- Research unique legal issues by identifying applicable statutes and judicial decisions.- Keep abreast of legislative changes that may affect immigration.- Develop solutions to complex legal questions.- Provide training to companies and individuals on substantive legal topics and updates about new immigration laws and regulations.- Assist with the marketing of existing services.- Provide input on new services and market strategies. <p>Requirements:</p> <ul style="list-style-type: none">- JD degree and an active bar license- 3-5 years of experience in immigration- Excellent writing skills <p>Desired:</p> <ul style="list-style-type: none">- Proficient in a second language, such as Mandarin, Korean, Vietnamese, Malay, or Tamil <p>Compensation and Benefits:</p> <p>We also provide competitive compensation and excellent benefits. Our comprehensive benefit plan includes: short term and long term disability insurance, 6-8 weeks of paid maternity leave through disability insurance plan, health, dental and vision insurance, optional 401 (K), gym membership, paid time off and paid holidays.</p> <p>To Apply:</p> <p>Please submit your resume along with a cover letter to this post or our website. Hudson is proud to be an Equal Opportunity/Affirmative Action firm, making decisions without regard to race, color, religion, creed, sex, sexual orientation, gender identity, marital status, national origin, age, veteran status, disability, or any other protected class.</p> <p>Thank you!</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	March 5, 2018
Expiration Date:	June 30, 2018
Contact:	Ms. Joy Lee Human Resources 100 Phoenix Dr., Suite 305 Ann Arbor, Michigan 48108 http://www.hudsonpc.com
Resume Receipt:	E-mail
Default email for resumes.:	hrdept@hudsonpc.com
ID:	3317

Litigation Associate (Charleston, WV)

Step toe & Johnson, PLLC (Morgantown, Charleston, Bridgeport, WV)

Position Type:	Full-time
Practice Area(s):	Litigation
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Step toe & Johnson PLLC is seeking an experienced litigation associate for its Charleston, WV office. Qualified candidates should have litigation experience commensurate with time in practice, strong writing and analytical skills, excellent academic credentials, and a desire to appear in court. Experience with litigation in federal courts and experience with complex, high-profile, high-dollar litigation is particularly helpful. We offer a competitive starting salary and a comprehensive benefits package, along with opportunity for advancement. Step toe & Johnson is among the NLJ's Top 250 law firms, with 13 offices in 6 states. In addition to litigation, Step toe & Johnson's core strengths include energy, transactional, and labor and employment law, with over 300 attorneys working in 40 practice areas. With roots dating back more than a century, the firm has a long history of success borne of focused client service and congenial working relationships with the firm.
Desired Class Level:	Graduate/Alumni
Posting Date:	December 21, 2017
Expiration Date:	December 1, 2018
Contact:	Claire Ellis Coordinator, Recruiting & Professional Development P.O. Box 1616 United Center, 1085 Van Voorhis Rd., Suite 400 Morgantown, West Virginia 26507-1616
Resume Receipt:	E-mail
Default email for resumes.:	Claire.Ellis@Step toe-Johnson.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	3210

One Year Judicial Clerkships with New Jersey Judiciary (approx 480 separate clerkships)
New Jersey Courts Central Office (Trenton, NJ)

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	The New Jersey Judiciary seeks upcoming and recent law school graduates to fill approximately 480 one year judicial clerkships that will commence August 27, 2018 and end August 31, 2019.
DESCRIPTION	Law clerks who serve in the Supreme Court, Appellate Division and Tax Court perform a substantial amount of legal research and prepare extensive memoranda; assist judges in processing emergent motion applications; proofread published opinions in the advance sheets; and maintain chambers' libraries. Trial Court law clerks perform legal research; make recommendations to judges regarding dispositions of motions, both verbally and via written bench memoranda; draft, edit and proofread legal correspondence; maintain chambers libraries; attend and assist with case conferences, motion hearings, trials; and mediate small claims cases. Law clerks to Assignment Judges handle the same work as other trial court law clerks but also assist in processing emergent matters and may assist in vicinage administration.
REQUIREMENTS	Recent graduate of an American Bar Association approved law school (J.D. or LL.M.). Graduation date must be within four years of the start of the clerkship term. U.S. Citizenship, New Jersey Bar membership and New Jersey residency are not requirements. Excellent writing and analytical skills are essential.
HOW TO APPLY	Visit our web-based portal to apply to individual justices and Judges beginning June 19, 2017. Access to the portal can be found on the Law Clerk Web Page at www.nicourts.gov/public/lawclerks.html . Within the .portal, you will find descriptions of the work performed by justices and judges, as well as profiles and biographies, hiring timelines, and clerkship availability information for the upcoming term. Applicants will be able to search the portal by judge, location, or court. Judges will indicate whether you may submit electronic applications via the portal. You may also mail your applications directly to judges' chambers. The Law Clerk Web Page has the most up to date information to assist in preparing your application materials. To request a List of Minority Judges, please contact the Judiciary's Equal Employment Opportunity/Affirmative Action Unit at (609) 815-2915. It is highly recommended that applicants apply early in the process (but no earlier than June 19th) to increase the likelihood of securing interviews. When preparing your application materials, your cover letter and resume should emphasize skills (legal research, writing, analytical and communication skills, etc.) as well as past work and prior legal experience that relates directly to the law clerk position, and should be tailored to the particular courts to which you are applying. Although GPA is important, judges consider other factors to recognize particular strengths and qualities.
QUESTIONS?	Any questions about the application process may be directed to Kimberly Douglas, Esq., at (609) 815-2915 or kimberly.douglas@njcourts.gov . The New Jersey Judiciary is an Equal Employment Opportunity/ Affirmative Action employer committed to ensuring an open door to justice. We appreciate your referrals for our judicial clerkships.
Desired Class Level:	3L, Graduate/Alumni
Posting Date:	June 19, 2017
Expiration Date:	August 27, 2018
Contact:	Ms.1 Kimberly B. Douglas, Esq. EEO/AA Unit P.O. Box 037 Trenton, New Jersey 08625 United States
Resume Receipt:	E-mail
Default email for resumes.:	kimberly.douglas@njcourts.gov
Additional Documents:	Cover Letter, Writing Sample, Other Documents
Requested Document Notes:	www.njcourts.gov/public/lawclerks.html
ID:	2879