

WVU College of Law

56 Job Postings Selected

Public Defender - Mercer County, WV
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 9th Judicial Circuit has an attorney opening available on June 1, 2018. Public Defenders represent indigent clients in various proceedings in Mercer County. We offer a competitive salary and benefits.</p> <p>Public Defender Corporation for the 9th Judicial Circuit (Princeton, WV) 1460 East Main Street, Box 4 Law Building, 3rd Floor Princeton, West Virginia 24740 United States</p>
Desired Class Level: 3L, Graduate/Alumni	
Posting Date: April 30, 2018	
Expiration Date: June 1, 2018	
Contact:	<p>Office Manager 1460 East Main Street, Box 4 Law Building, 3rd Floor Princeton, West Virginia 24740 United States</p>
Resume Receipt: Other (see below)	
How to Apply: Please submit your resume, including salary req. & WV Bar No. Mail to: 1460 E. Main Street, Box 4 Princeton, WV 24740, or fax to (304) 425-7189.	
Additional Documents: Cover Letter, Unofficial Transcript	
ID: 3442	

Staff Attorney
Disability Rights of WV (Charleston, WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: Disability Rights of West Virginia, the federally mandated protection and advocacy system for people with disabilities, is seeking a staff attorney to head up our Prison Project .Candidate must have excellent written and oral communication skills; knowledge of state and federal regulations, including national protection standards, affecting persons with disabilities; knowledge of the rights of persons with disabilities; knowledge in public speaking; knowledge of community-based residential programs; and ability to work well with others. Excellent benefit package. Salary range depending on qualifications: \$46,200 - \$48,500. Please submit a resume and cover letter. This position will open until filled. EEOC. Job Type: Full-time
Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: April 24, 2018
Expiration Date: May 11, 2018
Contact: Mr. Jeremiah Underhill Legal Director 1207 Quarrier Street, 4th Floor Charleston, West Virginia 25301 United States
Resume Receipt: E-mail
Default email for resumes.: junderhill@drofwv.org
Additional Documents: Cover Letter
ID: 3439

Staff Attorney

Blair County Public Defenders Office (Hollidaysburg, PA)

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>COUNTY OF BLAIR</p> <p>PUBLIC DEFENDER</p> <p>423 Allegheny Street St.e. 344</p> <p>Hollidaysburg, PA 16648-2022</p> <p>Telephone: (814) 693-3255</p> <p>Fax: (814) 693-3259</p> <p>Russell J. Montgomery Chief Public Defender</p> <p>POSITION AVAILABLE</p> <p>The BLAIR COUNTY PUBLIC DEFENDERS OFFICE is currently seeking applications for a Full-time Staff Attorney to represent indigent defendants in all aspects of .Criminal Litigation. Responsibilities to include: Jury Trials, Appeals, and various hearings. Must be admitted to practice in Pennsylvania.</p> <p>STARTING SALARY: \$35,000 WITH BENEFITS INCLUDING HOSPITALIZATION</p> <p>MAIL TO: BLAIR COUNTY PUBLIC DEFENDERS OFFICE ATTN: RUSSEU J. MONTGOMERY, ESQUIRE 423 ALLEGHENY STREET, STE. 344 HOLLIDAYSBURG PA 16648</p> <p>FAX TO: BLAIR COUNTY PUBLIC DEFENDERS OFFICE ATTN: RUSSELLJ. MO TGOMERY, ESQUIRE FAX: (814) 693-3259</p> <p>Email: rmont gomery@blairco.org</p> <p>The Blair County Courthouse is located on Route 22, Just off 1-99 approximately halfway between Harrisburg and Pittsburgh and several miles south of the City of Altoona.</p> <p>UI 'd Il6l 'ON</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	April 19, 2018
Expiration Date:	June 1, 2018
Contact:	<p>Russell Montgomery</p> <p>Esquire</p> <p>423 Allegheny Street Suite 344 Hollidaysburg, Pennsylvania 16648 United States</p>
Resume Receipt:	E-mail
Default email for resumes.:	rmontgomery@blairco.org
ID:	3435

Criminal Prosecution - Deputy District Attorney Las Vegas

Clark County District Attorney's Office (Las Vegas, NV)

Position Type: Full-time
Practice Area(s): Crminal - Prosecution
Geographic Preference: West (CA, NV, UT, CO, MT, WY)
Description: <p>DEPUTY DISTRICT ATTORNEY – CRIMINAL DIVISION</p> <p>New Deputy District Attorneys at the Clark County District Attorney's Office are given immediate litigation opportunities upon completing the New Attorney Training program. Responsibilities and duties include representing the State of Nevada in misdemeanor trials and preliminary hearings for felony cases. New attorneys will also present felony cases before the Grand Jury and work as second-chair on felony jury trials.</p> <p>After approximately six months, new Deputy District Attorneys will begin handling cases at the District Court level to include arraignments, sentencing arguments, and probation revocation hearings. At this stage, attorneys will handle a full caseload of trials and work as lead counsel on gross misdemeanor and felony jury trials.</p> <p>Deputy District Attorneys will become eligible for promotion to Chief Deputy District Attorney after five years. The starting annual salary for a Chief Deputy District Attorney is around \$105,000.00.</p> <p>Admission to the Bar of the State of Nevada and eligibility to practice law before the courts of the State of Nevada is required.</p>
Desired Class Level: Graduate/Alumni
Posting Date: April 13, 2018
Expiration Date: May 11, 2018
Salary Range: 70,000 - 79,999
Contact: Ms. Nell Christensen Chief of Recruiting 200 E Lewis Ave Las Vegas, Nevada 89101 http://clarkcountynv.gov
Resume Receipt: Other (see below)
How to Apply: All applications must be submitted online through Clark County's website. Please follow the directions for applying detailed on the website. http://www.clarkcountynv.gov/human-resources/Pages/EmploymentOpportunities.aspx
Additional Documents: Unofficial Transcript, Writing Sample, Other Documents
ID: 3428

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:

Employment Litigation Associate

Pittsburgh, PA, 15222

Overview:

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.

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.

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.

Equal Opportunity Employer.

Requirements:

· 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.

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.

We are not working with outside recruiters for this position.

Benefits:

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.

Contact:

To apply for this position, please submit your application through the blue "APPLY NOW" button at the top of the page.

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.

To keep up to date with all of our opportunities, follow us on Twitter @JobsAtOgletree

#LI-AB1

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

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:	<p>The Administrative Office of</p> <p>The Supreme Court of Appeals of West Virginia</p> <p>Position Announcement</p> <p>Fifteenth Judicial circuit harrison County</p> <p>EMPLOYMENT OPPORTUNITY</p> <p>Clarksburg, West Virginia</p> <p>Position open until filled (Posted 4-12-2018)</p> <p>The Position</p> <p>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 James A. Matish. This position works under the direct supervision of Judge James A. Matish in the Fifteenth Judicial Circuit, Harrison County, Clarksburg, WV. This is a salaried position. The position is described as follows.</p> <p>Circuit Judge Law Clerk</p> <p>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.</p> <p>Position Purpose: The Circuit Court Law Clerk will be responsible for providing legal support to Judge James A. Matish. 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.</p> <p>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.</p> <p>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</p>

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:

- 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

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.

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:	Graduate/Alumni
Posting Date:	April 13, 2018
Expiration Date:	June 1, 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
Requested Document Notes:	Application Process To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at Sarah.Massey@courtswv.gov . <ul style="list-style-type: none">• 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.

ID: 3426

ASSISTANT DEPUTY ATTORNEY GENERAL (Civil Litigation 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:

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT

AMENDED

This vacancy announcement is being re-posted. Previous applicants need not re-apply. ANNOUNCEMENT NO: #18-017 POSITION TITLE:

ASSISTANT DEPUTY ATTORNEY GENERAL
(Civil Litigation Division)

POSITION GRADE & SERIES:

Legal Supervisory Service (LX2 Band)

SALARY RANGE: \$120,560 – \$150,000

Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.

OPENING DATE: April 11, 2018 CLOSING DATE: May 4, 2018

DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public

WORKSITE LOCATION:

Office of the Attorney General for the District of Columbia
Civil Litigation Division 441 4th Street NW Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is outside of the collective bargaining unit.

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia seeks candidates for the position of Assistant Deputy Attorney General in the Civil Litigation Division. Together, the Deputy Attorney General and the Assistant Deputy Attorney General for the Civil Litigation Division oversee the management and operations of a Division comprised of approximately 40 attorneys and 10 paraprofessional staff in three Sections, each of which is managed by a Section Chief who oversees the day-to-day operations on his or her Section.

The Civil Litigation Division's four Sections handle a significant portion of the defensive litigation on behalf of the District government and represent the District of Columbia, its agencies and employees in civil lawsuits, both jury and non-jury, filed in the federal and local courts. Its cases range from simple slip and fall and auto accident claims to extremely serious lawsuits, such as medical malpractice resulting in quadriplegia and brain damage. The Division also handles constitutional challenges to government actions; civil rights actions under 42 U.S.C. § 1983 arising from alleged police misconduct, as well as related common law claims of false arrest and excessive force; civil rights cases brought by employees and others under Title VII of the 1964 Civil Rights

Act (as amended), the Americans with Disabilities Act, and other federal and local

anti-discrimination laws; cases seeking attorneys' fees and review of hearing officers' decisions under the Individuals with Disabilities in Education Act; and cases seeking enforcement under the Freedom of Information Act.

The Assistant Deputy assists in the supervision of all work conducted throughout the Division, including:

- (1) Assisting in the direct supervision of the Section Chiefs, and the indirection supervision of attorneys and support staff personnel;
- (2) Assisting the Section Chiefs as needed in the day-to-day operations of the Sections;
- (3) Establishing policies and procedures for the Sections and the Division, as well as advising the Attorney General and other government officials regarding litigation and case strategy;
- (4) Serving as a backup supervisor for the Division's attorneys in the absence of the Section Chief;
- (5) Providing training and other support for the Section Chiefs and attorneys;
- (6) Reviewing and evaluating major cases and making settlement recommendations or authorizing settlements;
- (7) Preparing contingent liability and other reports;
- (8) Meeting with and advising high-level government officials, including members of the DC Council and their staff;
- (9) Serving as part of OAG's management team on various agency-wide issues, including participation in agency committees; and
- (10) Assisting the Deputy with the day-to-day operation of the Division, including preparing performance management evaluations.

QUALIFICATIONS: The successful candidate for this position must have a JD degree, supervisory experience, strong interpersonal skills, and effective oral and written communication skills. The candidate must also possess strong managerial and organization skills, substantive knowledge of the practice areas in the Division and substantial litigation experience. A minimum of five years of experience managing trial teams is required.

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 announcement number) addressing relevant experience, and 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.

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:	April 12, 2018
Expiration Date:	May 4, 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:	3423

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><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.

Job Posting: Apr 4, 2018
Posting Classification: Non-Classified
Exemption Status: Exempt
Benefits Eligible: Yes
Schedule: Full-time

Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: April 12, 2018
Expiration Date: June 11, 2018
105 Stewart Hall Morgantown, West Virginia 26506-6201
Resume Receipt: Other (see below)
How to Apply: Apply on line at: https://careers.wvu.edu/career-opportunities
ID: 3424

SUPERVISORY TRIAL ATTORNEY (Assistant Chief – Mental Health)
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: #18-030 POSITION

TITLE:

SUPERVISORY TRIAL ATTORNEY

(Assistant Chief – Mental Health)

POSITION GRADE & SERIES: LX-1 Band SALARY RANGE: \$108,478 – \$124,884

Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.

OPENING DATE: April 11, 2018 CLOSING DATE: May 4, 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 Safety Division, Mental Health Section 441 4th Street NW
Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is outside of the collective bargaining unit.

DESCRIPTION OF DUTIES: The Public Safety Division of the Office of the Attorney General for the District of Columbia is seeking an Assistant Chief for the Mental Health Section. The Mental Health Section represents the Department of Behavioral Health (“DBH”) prosecuting involuntary civil commitment cases and guardianship cases.

Attorneys in the Mental Health Section prepare pleadings; handle probable cause, revocation, status, show cause, and guardianship hearings; litigate and supervise hearings before the Commission on Mental Health, and bench and jury trials before the Family Court of the Superior Court of the District of Columbia. In addition, the Section provides legal advice to its client agency, the DBH and contractors of the DBH.

The Assistant Section Chief duties include, but are not limited to:

- Supervising approximately seven Assistant Attorneys General (“AAG”) in all aspects of civil commitment trial work in the Superior Court of the District of Columbia;
- Supervising non-attorney staff, including program support assistants and a paralegal;
- Supervising the Section’s daily papering operations;
- Preparing monthly AAG office schedule assignments;
- Preparing, assigning and updating bi-weekly bench and jury trials;
- Training new AAGs and non-attorney staff when appropriate;
- Ensuring proper case assignment and case transfers to and coverage by AAGs to meet court, mediation, and other schedules or deadlines;
- Reviewing and approving pleadings, motions, memoranda, discovery, and correspondence;
- Evaluating complex cases with AAGs for appropriate disposition determinations;

- Reviewing litigation outcomes and make timely recommendation where appellate review is needed;
- Making occasional court appearances, and may maintain a small and very specialized caseload;
- Conducting trainings for the DBH and contractors of the DBH, regarding Civil Commitment, Competency and General Guardian laws;
- Attending management meetings with the Deputy and Office of the Attorney General as requested, as well as attend such management and other specific meetings with the Agency, its units, or personnel as necessary or requested;
- Assisting in interviewing, reviewing, evaluating, and, where necessary, disciplining AAGs and staff, in accord with D.C. Rule of Professional Conduct and OAG standards, regulations, and policies.
- Maintaining requisite legal, management, inter-agency, human relations, and management-labor knowledge and skills; and
- Collecting, maintaining, and disseminating timely, accurate and up-to-date data on the Section's activities; and
- Attending quarterly sub-committee meetings with Family Court Judges and other stakeholders.

This position requires a relatively high degree of independence in day-to-day operations and a person who can demonstrate that he or she works well with other professionals in a fast-paced environment.

QUALIFICATIONS: The successful candidate must have a law degree and must be a member of the District of Columbia Bar. The candidate must also have prior managerial experience either as a manager or acting manager of an administrative unit or office or have served on a number of trial teams as the lead counsel, excellent writing and editing skills, prior jury trial experience, and outstanding interpersonal skills. A minimum of seven to ten years of litigation experience is required.

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) 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.

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: April 12, 2018
Expiration Date: May 4, 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: 3422

2019-2020 George N. Lindsay Fellowship & Sponsorship for 2019-2021 Skadden, Soros Justice, and EJW Fellowships

Lawyers' Committee for Civil Rights Under Law

Position Type: Fellowship

Description:

The Lawyers' Committee for Civil Rights Under Law, one of the nation's foremost civil rights legal organizations, annually sponsors the one-year George N. Lindsay Civil Rights Fellowship. The Lindsay Fellowship provides an opportunity for recent law school graduates to become familiar with civil rights practice by working with many of the nation's leading civil rights experts at the national office of the Lawyers' Committee in Washington, D.C. Our fellows become involved with substantive legal activities, which involve co-counseled litigation with prominent law firms and non-litigation activities such as transactional legal services, legislative and public policy advocacy, and public education on important civil rights matters.

For a list of Past Lindsay Fellowship recipients, please see <https://lawyerscommittee.org/fellowship-opportunities/george-n-lindsay-fellowship/george-n-lindsay-fellows-1998-2016/>.

The Lawyers' Committee for Civil Rights Under Law, one of the nation's foremost civil rights legal organizations, is also soliciting applications from bright, creative, and driven candidates for sponsorship for the 2019-2021 Skadden, Soros Justice, and Equal Justice Works (EJW) Fellowships. These fellowships provide recent law school graduates with an opportunity to become familiar with civil rights practice by working with many of the nation's leading civil rights experts at the national office of the Lawyers' Committee in Washington, D.C. Our fellows become involved with substantive legal activities, which involve co-counseled litigation with prominent law firms and non-litigation activities such as transactional legal services, legislative and public policy advocacy, and public education on important civil rights matters.

The Lawyers' Committee is an equal opportunity employer with a standing policy of nondiscrimination. Diversity is an essential component of the Lawyers' Committee, and we encourage women and minorities to apply. All qualified persons are accorded an equal opportunity for selection without regard to actual or perceived race, religion, color, national origin, ancestry, disability, medical condition, marital status, sex, age, sexual orientation, gender identity or expression, family responsibility, personal appearance, genetic information, matriculation, or political affiliation.

For the Lindsay Fellowship, the Lawyers' Committee seeks candidates with: - A strong and demonstrated commitment to civil rights and racial justice; - Prior experience working with or ties to low-income communities of color; - Excellent research, writing, and analytical skills as demonstrated through writing samples, internship and clinical experience, and academic record; - Ability to work cooperatively on a variety of projects with all Lawyers' Committee staff and to develop and maintain positive relationships with diverse clients and community organizations; - Effective written and oral communication skills in both legal and non-legal settings; - At most, two years of practice by the time the fellowship starts (clerkships excluded). Current law students who expect to graduate in the spring of 2019 are encouraged to apply. Preference will be given to applicants who: - Have been admitted to the bar or are scheduled to take a bar examination by the summer of 2019; and - Can demonstrate involvement in scholarship, activities, or employment which promote racial, national origin, gender, or economic justice for the most excluded people in our society. For the Skadden, Soros Justice, and EJW Fellowships, the Lawyers' Committee seeks candidates with: - A strong and demonstrated commitment to civil rights and racial justice; - Prior experience working with or ties to low-income communities of color; - Excellent research, writing, and analytical skills as demonstrated through writing samples, internship and clinical experience, and academic record; - Ability to work cooperatively on a variety of projects with all Lawyers' Committee staff and to develop and maintain positive relationships with diverse clients and community organizations; and - Effective written and oral communication skills in both legal and non-legal settings. For additional information on the eligibility requirements for these project-based fellowships, please visit the websites of the Skadden Foundation, the Open Society Foundations, and Equal Justice Works.

Desired Class Level: 2L, 3L, Graduate/Alumni

Posting Date: April 11, 2018

Expiration Date: May 18, 2018

Contact: Thomas Silverstein
Associate Counsel

1401 New York Avenue Northwest Washington, District of Columbia 20005 United States

Resume Receipt: Other (see below)

How to Apply: <https://lawyerscommittee.org/fellowship-opportunities/>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents

Requested Document Notes: Resume

ID: 3417

Duke LLM in Law & Entrepreneurship

Duke Law School (Durham, NC)

Position Type: LL.M.	
Geographic Preference: Southeast (NC, SC, GA, FL, MS, AL, TN)	
Description:	<p>Entrepreneurs don't do business as usual. Neither should their lawyers. The Law and Entrepreneurship LLM at Duke Law integrates rigorous coursework, real-world experience, and networking opportunities to position you to advise, create, and lead the innovative ventures that will drive tomorrow's global economy. The program fuses law and business to build knowledge in areas that are crucial to startups and entrepreneurial ventures, including finance, corporate structuring, IP, regulatory constraints and opportunities, taxation, and risk management. The curriculum is designed to provide maximum flexibility so you can design the path that best meets your needs, and coursework is augmented by practical experience and networking opportunities.</p> <p>Learn more at https://law.duke.edu/llmle/llm/.</p> <p>Applications are now being accepted for 2018-2019.</p>
Desired Class Level: 3L, Graduate/Alumni	
Posting Date: April 10, 2018	
Expiration Date: May 17, 2018	
Contact:	<p>Ms. Melinda Vaughn Exec. Director, Communications Science Drive and Towerview Road Durham, North Carolina 27708-0362 United States</p>
Resume Receipt: E-mail, Accumulate Online	
Default email for resumes.: llmle@law.duke.edu	
ID: 3409	

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: Forensic Justice LL.M. Program 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. Accepting applications now! 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: 2143	

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

Position Type: LL.M.
Description: <p>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.</p> <p>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.</p> <p>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.</p> <p>Accepting applications now!</p> <p>Learn more at: https://www.law.wvu.edu/home/llm</p>
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

Staff Attorney
Legal Aid Society (Louisville, KY)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div><p>BARGAINING UNIT POSITION DESCRIPTION</p><p>STAFF ATTORNEY</p><p>Purpose of Job: To provide uniform, high quality advocacy for low-income clients in all forums, including the courts, administrative agencies, and community outreach initiatives.</p><p>Work Environment: Work performed in the office setting, in the courts, in administrative agencies and in the community.</p><p>Reports to Advocacy Director or other designated manager.</p><p>Essential Job Functions:</p><ol style="list-style-type: none">1. Provide legal representation through the policies and practices consistent with professional standards for the delivery of civil legal services to the poor and consistent with any requirement of Legal Services Corporation and all other funding sources or program policies.2. Maintain accurate and complete files or records. Prepare reports and timely complete forms and records necessary for client services or administrative tasks related to job.3. Interact with clients and staff and service providers professionally and appropriately. Establish and maintain rapport with clients to obtain accurate information and to establish trust. Work with other staff on client services or other program tasks in a collegial and cooperative nature. Develop and nurture good relations with service providers who make referrals or otherwise coordinate with the program.4. Work with supervisor to develop plan for advocacy work within program priorities and funding to define balance between impact work and service work, as well as community education and other outreach.5. Work with supervisor to identify individual training needs and develop strategies with case supervisor to address those needs.6. Attend and actively participate in planning meetings, trainings and task forces, as well as office meetings.7. Occasional night and weekend work hours; some local and out of town travel.<p>Qualifications:</p><ol style="list-style-type: none">1. Must have demonstrable commitment to understanding and addressing issues of low-income constituents.2. Must have J.D. and be admitted to practice in Kentucky and in good standing or must be eligible for admission to the Kentucky Bar under Kentucky Supreme Court Rule 2.112 if admitted to practice in another state.3. Must have skills to use office technologies, including case management software.4. Must be able to balance administrative and client advocacy responsibilities.5. Must be able to operate a motor vehicle, hold a valid driver's license, and be able to be insured under the Legal Aid Society auto insurance policy.</div>

Physical Requirements:

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, controls or equipment; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, color vision, and the ability to adjust focus.

The physical demands described above are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Other:

The statements contained in this job description reflect general details necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or to otherwise balance the workload.

Interested applicants should send a cover letter, resume, and three references to Meagen Peden Agnew at the Legal Aid Society (416 W. Muhammad Ali Blvd., Suite 300, Louisville, KY 40202) or to magnew@laslou.org.

Legal Aid Society is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability, or veteran status.

Desired Class Level: Graduate/Alumni
Posting Date: April 10, 2018
Expiration Date: May 31, 2018
Contact: Meagen Peden Agnew 416 W. Muhammad Ali Blvd., Suite 300, Louisville, Kentucky 40202 United States
Resume Receipt: E-mail
Default email for resumes.: magnew@laslou.org
Additional Documents: Cover Letter
ID: 3408

Associate Director for Academic Enrichment

Boston University School of Law (Boston Massachusetts)

Position Type: Full-time

Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)

Description:

Boston University School of Law is seeking applications for an Associate Director for Academic Enrichment. This position involves a lot of direct student contact, as well as opportunities to work closely with faculty and senior administration. Individuals committed to student success and curricular excellence are encouraged to apply. Any questions, please email me, Associate Dean Gerry Muir, at gmmuir@bu.edu.

Job Description

Report to the Associate Dean for Student Affairs. Responsible for the development, implementation, and assessment of academic and bar support programs for students at the Law School. Provide leadership and support for assessing and responding to students' progress on academic learning outcomes; writing and oral performance; and study strategies. Develop and implement programming that compliments the JD curriculum, while coordinating and promoting available resources to foster deeper understanding of legal concepts for JD students. Oversee bar examination preparation for 3L students and graduates. Advise dual degree students on course selection. Play an active role in Student Affairs to foster a diverse, inclusive and supportive environment in the School of Law.

Required Skills

Required skills and experience: J.D. from an ABA-accredited law school and a proven record of academic achievement during law school; 3-5 years of work experience of which 1-3 years is in academic support, law instruction and/or bar preparation; admission to a state bar in the United States, preferably Massachusetts or New York; and demonstrated commitment to fostering a diverse and inclusive community. Preferred skills and experience: At least 3 years' experience in academic support, law instruction and/or bar preparation; deep understanding of learning modalities and theory, supported by familiarity with testing and assessment; and familiarity with online technology. Master's degree in a related field.

Boston University an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. We are a VEVRAA Federal Contractor.

Job Location

BOSTON, Massachusetts, United States

Position Type

Full-Time/Regular

Salary

Grade 75

Geraldine "Gerry" Muir

Associate Dean for Student Affairs, School of Law
Lecturer, School of Education

Boston University School of Law
Student Affairs
Suite 503
765 Commonwealth Avenue, Boston, Massachusetts 02215
SA Phone: 617-358-1800 | Direct line: 617-353-3127

<she, her, hers>

Make an appointment with me: <http://www.calendly.com/gmmuir>

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NALSAP EMAIL LIST: The National Association of Law Student Affairs Professionals (NALSAP) serves as the professional home for those who support law students by providing leadership, professional development, and student affairs resources. Visit us at www.nalsap.org.

You received this message because you are subscribed to the Google Groups "NALSAP" group.
To unsubscribe from this group and stop receiving emails from it, send an email to nalsap+unsubscribe@lists.ucla.edu.

Desired Class Level: Graduate/Alumni
Posting Date: April 9, 2018
Expiration Date: May 31, 2018
Contact: Geraldine Muir associate Dean for Student Affairs 765 Commonwealth Avenue Boston, Massachusetts 02215 United States
Resume Receipt: E-mail
Default email for resumes.: gmmuir@bu.edu
ID: 3406

Judicial Clerkship in PA:
Court of Common Pleas of Fayette County, Pennsylvania (Pennsylvania)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <p>Judicial Clerkship in PA:</p> <p>Law clerk to the Honorable Joseph M. George, Jr., in the Court of Common Pleas of Fayette County, Pennsylvania. Position to start as early as May 7, 2018.</p> <p>A recent WVU Law grad currently holds this position, and says the judge welcomes WVU Law 3Ls and graduates to apply.</p> <p>Potential applicants contact:</p> <p>Ryan M. Benninger, Esquire Ryan.benninger@gmail.com 304-826-7687</p>
Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: April 9, 2018
Expiration Date: May 7, 2018
Contact: Ryan Benninger Esquire Pennsylvania United States
Resume Receipt: E-mail
Default email for resumes.: Ryan.benninger@gmail.com
ID: 3407

Paid One-Year Fellow, Education
National Women's Law Center (Washington, DC)

Position Type: Full-time, Fellowship
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description: The National Women's Law Center is now accepting applications from recent law school graduates for a Education & Workplace Justice Fellowship, supported by the MARGARET Fund, focusing on gender equity in education, to begin late summer/early fall 2018. The fellowship term is one year. Individuals completing judicial clerkships or fellowships are welcome to apply.

About the Center

Expanding possibilities. Eliminating barriers. We are passionate champions of national and state policies and laws that help women and girls achieve their potential throughout their lives- at school, at work, at home, in their families, and in their communities. We are committed advocates who take on the toughest challenges, especially for women who face multiple and intersecting forms of discrimination and women who are low-income – and we make change happen. We are proud to have been on the front lines of virtually every major advance for women since 1972, benefiting women, their families, their communities, and the nation.

About the MARGARET Fund - May All Resolve Girls Achieve Real Equity Today

Deborah Slaner Larkin, a longtime Board member and passionate supporter of the National Women's Law Center, established The MARGARET Fund in 1992. The Fund has enabled the Center to establish a MARGARET Fund Fellowship for talented attorneys who advance the Center's efforts to ensure that all schools provide nondiscriminatory environments for women and girls. Over the years, the Center has used the Fund to expand and confirm the protections of Title IX by winning landmark Supreme Court victories, to secure millions in financial aid for female athletes by establishing new standards for athletic scholarships, and to restore legal protections for victims of pay discrimination by leading a coalition effort to pass the Lilly Ledbetter Fair Pay Act.

Fellowship Description

The fellow will work with members of the Education and Workplace Justice team to promote equal opportunities for women and girls in school, with a particular focus on girls of color and LGBTQ students. Using legal and policy advocacy, as well as public education and outreach, to break down discriminatory barriers for women and girls that push them out of school or otherwise limit their ability to benefit from their education, the fellow will participate in work to address issues including discriminatory discipline practices; stereotypes, implicit bias, and intersectional forms of discrimination; sexual harassment and violence; discrimination against pregnant and parenting students; gender inequities in athletics; and other educational barriers girls and women face.

Key Responsibilities

The fellow's responsibilities may include (1) public outreach and education, including creation of materials (such as fact sheets, reports and toolkits) to expand awareness of available federal and state legal protections; (2) local, state and federal administrative and legislative advocacy to establish and strengthen nondiscrimination protections, including coalition work; (3) participating in litigation aimed at enforcing and expanding the rights of girls and women in school. As needed, the fellow may also provide other program and organization-wide support.

Qualifications

- The candidate must possess:
- A law degree.
 - Approximately 0-2 years' legal experience.
 - Excellent analytical and oral and written communication skills.
 - Attention to detail and strong organizational skills.
 - Ability to collaborate with team members and coalition partners.

- Initiative and creativity.
- Willingness to ask questions and to receive feedback.
- A commitment to equity for women and girls.

Experience working in a research, advocacy, or policymaking environment; engaging allies and stakeholders across sectors or movements; working in coalition; and/or providing legal assistance or advice to individuals is preferred.

Desired Class Level: 3L, Graduate/Alumni
Posting Date: April 9, 2018
Expiration Date: May 16, 2018
Contact: HR Programs Associate Danielle Abrams 11 Dupont Circle Northwest Washington, District of Columbia 20036 United States
Resume Receipt: E-mail, Accumulate Online
Default email for resumes.: fellowships@nwlc.org
Additional Documents: Cover Letter, Writing Sample, Other Documents
Requested Document Notes: three supervisory references
ID: 3405

Associate (2-3 years experience)

Banker Lopez Gassler P.A.

Position Type:	Full-time
Geographic Preference:	Southeast (NC, SC, GA, FL, MS, AL, TN)
Description:	<p>Banker Lopez Gassler is seeking an Associate with a minimum of two year's experience for our Tampa office. This position focuses on automobile negligence, personal injury, property damage and personal injury litigation.</p> <p>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.</p> <p>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:</p> <p>attorneyrecruiting@bankerlopez.com</p> <p>An active Florida Bar license and experience in a personal injury defense law firm is required for consideration.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	April 7, 2018
Expiration Date:	May 5, 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:	3372

Political Affairs Internship

The Borgen Project

Position Type:	Internship
Practice Area(s):	All Practice Areas
Description:	<p>The Borgen Project is an innovative, national campaign that is working to make poverty a focus of U.S. foreign policy.</p> <p>This is a part-time 14-hours per week, unpaid telecommuting internship. The internship is for 12 weeks and responsibilities will include leading public and political outreach in your state and district.</p> <ul style="list-style-type: none">– Meet with members of Congress and/or Congressional staffers in your State and District.– Represent The Borgen Project at various business, political and community events.– Assist with fundraising. Create a personal fundraising campaign and meet targets.– Mobilize individuals to contact their members of Congress in support of key poverty-reduction legislation.– As needed, speak to groups, classes and organizations.– Write letters of support for key programs to political leaders, media and other groups. <p>Qualifications:</p> <ul style="list-style-type: none">– Outstanding writing skills.– Self-starter who can produce great results with limited supervision.– Strong oral communication skills and ability to lead meetings and give speeches. <p>Start Date: New programs begin every month, you choose the month you wish to start.</p>
Desired Class Level:	1L, 2L, 3L, LLM, Graduate/Alumni, Class Level
Posting Date:	April 7, 2018
Expiration Date:	July 7, 2018
Contact:	Borgen Project Seattle, Washington 98107 United States
Resume Receipt:	E-mail
Default email for resumes.:	borgenproject-BRGN0725@applications.recruiterbox.com
ID:	3400

Associate Dean, Student Services
William & Mary Law School (Williamsburg, Virginia)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <p>WILLIAM & MARY LAW SCHOOL</p> <p>Position Summary The Associate Dean, Student Services is responsible for developing and implementing programs designed to help students develop personally and professionally. The Associate Dean, Student Services supports student organization leadership and provides individual personal and academic support.</p> <p>Personal support includes counseling students facing difficult personal issues and issues related to the William & Mary Honor Code and Code of Student Conduct. And, issues related to short-term as well as chronic accessibility accommodations.</p> <p>Academic support includes advising students on course selection, scheduling, graduation requirements, and dismissal. The Associate Dean works with the directors of the Law School Academic Success Program and Bar Prep Program, which are responsible for developing strategies and providing resources that encourage academic success and passing the Bar.</p> <p>The Associate Dean supervises the Law School Registrar and manages all events related to entering students as well as all those related to graduation.</p> <p>The Associate Dean works closely with University offices that provide student services.</p> <p>Required Qualifications</p> <ul style="list-style-type: none">• Baccalaureate degree required.• Several years of progressively responsible related work experience required (for example, in student services, counseling, student advising or similar experience).• Experience with collaboration and negotiation skills, including the ability to work effectively with students, faculty and staff.• Demonstrated success in program management, leadership skills, and the ability to work effectively with a diverse population.• Demonstrated ability to work independently, set priorities and meet deadlines with the ability to maintain confidentiality and be an effective team player and collaborator.• Demonstrates exceptional verbal, written, organizational and interpersonal skills. <p>Preferred Qualifications</p> <ul style="list-style-type: none">• JD degree preferred.• Experience or degree in psychology, counseling, or a related field preferred.• Work experience in higher education preferred.• Prior supervisory experience preferred <p>To apply see job listed on William & Mary job postings link:</p> <p>https://jobs.wm.edu/postings/31170</p>
Desired Class Level: 1L, 2L, 3L, LLM, Graduate/Alumni, Class Level
Posting Date: April 5, 2018
Expiration Date: May 1, 2018
Contact: Patricia Roberts Vice Dean and Clinical Professor of Law P.O. Box 8795 Williamsburg, Virginia 23187 United States

Resume Receipt: Other (see below)
Default email for resumes.: perobe@wm.edu
How to Apply: https://jobs.wm.edu/postings/31170
ID: 3385

Attorney
Southwestern PA Legal Services (Washington, PA)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: Attorney–Southwestern PA Legal Services seeks a full-time attorney to exclusively represent victims of abuse in Washington, Greene and Fayette Counties. An active license in Pennsylvania is required, as is a demonstrated commitment to advocate for abuse victims is preferred. Extensive local travel will be required. Minority applicants are encouraged. Send resume and at least two references to brian.gorman@splas.org.
Desired Class Level: Graduate/Alumni
Posting Date: April 5, 2018
Expiration Date: May 31, 2018
Contact: Brian Gorman 10 West Cherry Avenue Washington, Pennsylvania 15301 United States
Resume Receipt: E-mail
Default email for resumes.: brian.gorman@splas.org
ID: 3388

HUMAN RESOURCES MANAGER:
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: <p>The Administrative Office of the Supreme Court of Appeals of West Virginia</p> <p>Position Announcement</p> <p>HUMAN RESOURCES EMPLOYMENT OPPORTUNITIES</p> <p>Charleston, West Virginia</p> <p>Position open until filled. Posted 2018 2-14 through 2018 3-12.</p> <p>The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") announces the following professional opportunities within its Legal Division, headquartered in Charleston, West Virginia. The Legal Division provides advice and counsel, and a variety of legal and human resource services to the judiciary (judges and staffs) for the Court System of the State of West Virginia. The HR position included in this posting: Human Resources Manager, described as follows.</p> <p>HUMAN RESOURCES MANAGER:</p> <p>Salary: Commensurate with Credentials and Experience.</p> <p>Position Purpose: The Human Resources Manager position is a mid-level management position responsible for establishing a human resource function for the West Virginia court system. The position leads a team of professionals by setting strategic goals and standards, and monitoring progress toward accomplishment of these goals. This is an Exempt Salaried position reporting directly to the Administrative Counsel. In addition, this is a start-up position with all of the related unique challenges and rewards of such a role.</p> <p>Minimum Qualifications: The successful candidate must hold a Bachelor's degree in human resource management, business management or a related field. Master's degree preferred. The successful candidate must have a minimum of five (5) years of work experience in human resources, with increasing responsibility, as well as a minimum of two (2) years directly supervising an HR staff. Working familiarity with human resource based laws and regulations (local, state, federal), including principles applicable to a public employment environment are essential. The position requires moderate travel throughout the state.</p> <p>Primary Duties and Responsibilities include:</p> <ul style="list-style-type: none">•Managing and supervising the human resource staff including recruitment/selection, establishment of goals/objectives, training/development, and performance management.•Supporting court staffing needs through development/implementation of a talent management process.•Leading the audit and compliance efforts of the Legal Division by participating in development of policy/procedure/standards, auditing, investigating allegations of wrongdoing/non-compliance, provides recommendations as requested and appropriate.•Developing, directing, and managing the total compensation-employee benefits function.

- Engaging with employees across the court system to build a position employee relations culture, address concerns, answer questions, and build opportunities for collaboration on court and community based projects.

- Preparing regular, routine, and special employee communications on any/all topics.

- Collaborating with the Education and Outreach Division to determine standards for employee education as well as subject matter content, and deliver education/training content to participants on an ongoing basis.

- Processing workers and unemployment compensation claims.

- Leading and administering the human resource department including budget and staff management.

- Performing other duties as assigned.

Skills and Qualifications include:

- Strong administrative, organizational, analytical, and time management skills; excellent and advanced communication (writing/oral), and problem-solving skills.

- Knowledge of the public employment environment, notably the state of West Virginia and its court system.

- Ability to present technical HR information to large groups.

- Proficient in technology and working familiarity with human resource information systems and processes and payroll systems, in addition to general Word Suite and related software.

- Ability to lead and work as part of a team as well as independently with minimal oversight and direction.

- Ability to establish and maintain effective working relationships with all level of court employees and administrative office employees.

- SHRM Certification preferred.

Criminal Background Check: All successful candidates must submit to a criminal background check.

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.

THE ADMINISTRATIVE OFFICE (AO) 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 Joan.Mullins@courtswv.gov.

- Cover Letter,
 - Resume,
 - Professional References (at least three, including current contact information),
- Signed Court Employment Application (available on Court website),
- and http://www.courtswv.gov/Employment_packet.pdf
- Signed, Notarized Release for Criminal/Background Check (available on Court website).

Desired Class Level: 1L, 2L, 3L, LLM, Graduate/Alumni, Class Level
Posting Date: April 5, 2018
Expiration Date: May 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.: Joan.Mullins@courtswwv.gov
Additional Documents: Cover Letter, Other Documents
ID: 3387

TRIAL COURT SERVICES SENIOR MANAGER:
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>The Administrative Office of The Supreme Court of Appeals of West Virginia Position Announcement COURT SERVICES EMPLOYMENT OPPORTUNITY Charleston, West Virginia Position open until filled. Posted 2018 2-13 through 2018 3-12. The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") announces the following professional opportunity within its Court Services Division, headquartered in Charleston, West Virginia. The Division of Court Services provides technical assistance to the judiciary (judges and staffs) for the Court System of the State of West Virginia. The position is Trial Court Services Senior Manager, briefly described as follows. TRIAL COURT SERVICES SENIOR MANAGER: Salary: Commensurate with Credentials and Experience. Position Purpose: The Trial Court Services Senior Manager is a senior level management position responsible for providing technical assistance to the trial courts (Circuit, Family, Magistrate), and overseeing court statistical services, access to justice administration, mental hygiene commissioners, professional services payment administration, and various court programs. The position leads a team of professionals by setting strategic goals and standards, and monitoring progress toward accomplishment of these goals. This is an Exempt Salaried position reporting directly to the Court Services Director. It is a start-up position with all of the related unique challenges and rewards of such a role. In addition, regular travel throughout the state is required. Minimum Qualifications: The successful candidate must possess a Juris Doctor from an ABA accredited law school, be admitted to the practice of law in West Virginia, have five (5) years of experience as a legal practitioner and an additional two (2) years of experience in supervising others, preferably in conjunction with other administrative responsibilities. Will also consider applicants with a law degree (and eventually admitted to practice law) who either 1) have at least five (5) years of experience as a legal practitioner or 2) who have equivalent experience in court or legal administration. Primary Duties and Responsibilities include: •Providing leadership to and setting a platform for ongoing collaboration and collaborative problem-solving within the Trial Court Services Department toward meeting organizational goals. •Managing, supervising, and providing direction for the Trial Court Services Department, including recruiting, hiring, and performance management. •Coordinating the efforts of the various courts, their committees, and a professional AO team in preparing legal forms to be used state-wide. • Drafting and updating bench tools for the various trial courts, including bench books, bench cards, and manuals. •Answering process questions from judges and their staff members. •Working with the Legal Services Division in drafting court rules and proposed legislation/statutes. •Communicating with stakeholders concerning to ensure services and deliverables meet organizational needs.</div>

- Contributing in the development, maintenance, and publication of up-to-date policies, procedures, standards, and guidelines for application services development related work.
- Participating in the development and implementation of strategic planning and initiatives for the Court Services Division, including educational conferences and presentations.
- Performing other duties and work as assigned.

Skills and Qualifications include:

- Strong administrative, organizational, analytical, and time management skills; excellent and advanced communication (writing/oral), and problem-solving skills.
- Legal writing/research proficiency; technology/word processing/information management skills essential.
- Ability to present complex information to large groups.
- Broad knowledge of the various court systems, rules, statutes, and process of West Virginia.
- Ability to lead and work as part of a team as well as independently with minimal oversight and direction.
- Ability to establish and maintain effective working relationships with all level of court employees and administrative office employees.

Criminal Background Check: All successful candidates must submit to a criminal background check.

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.

THE ADMINISTRATIVE OFFICE (AO) 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 Joan.Mullins@courtswv.gov.

- Cover Letter,
 - Resume,
 - Professional References (at least three, including current contact information),
 - Signed Court Employment Application (available on Court website),
- http://www.courtswv.gov/Employment_packet.pdf and
- Signed, Notarized Release for Criminal/Background Check (available on Court website).

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

Desired Class Level:	Graduate/Alumni
Posting Date:	April 5, 2018
Expiration Date:	May 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.:	Joan.Mullins@courtswv.gov
Additional Documents:	Cover Letter, Other Documents
Requested Document Notes:	APPLICATION PROCESS: To apply for this position, please direct the following application materials to Joan.Mullins@courtswv.gov. <ul style="list-style-type: none">• Cover Letter,• Resume,• Professional 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). Thank you for your interest in employment with the Supreme Court of Appeals of West Virginia.
ID:	3386

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:	<p>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:</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: 3377

Clerkship
Fourth Circuit Federal Court of Appeals (Charleston)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Now is the time to apply for a post-graduate clerkship with 4th Circuit Court of Appeals Judge Stephanie Thacker. Judge Thacker loves to hire WVU Law grads! She accepts applications via mail and email. The application package should include: (1) cover letter; (2) résumé; (3) writing sample; and (4) three references (these can be actual reference letters enclosed with the application package and/or a listing of references with contact information). Emails may be sent to Judge Thacker's Judicial Assistant Carolyn Young at Carolyn_Young@ca4.uscourts.gov . Or, her mailing address is: 300 Virginia Street, East, Room 7404, Charleston, WV 25301.</p> <p>Judge Thacker hires law clerks for one year court terms running from August to August. She makes her hiring decisions in the June/July each year for the following year's court term. So, she is currently in the process of interviewing and hiring for the 2019/2020 court term. The deadline for applications is Memorial Day.</p> <p>I probably don't need to tell you that a Federal COA clerkship is a very prestigious position that will really bolster your résumé. Aside from being a highly sought-after credential at large firms, a Federal COA clerkship can make you competitive for law professor opportunities. Many large firms are happy to hold their post-graduate offers for you until you finish a clerkship of this caliber. Apply now!</p>
Desired Class Level:	2L, 3L, Graduate/Alumni
Posting Date:	April 3, 2018
Expiration Date:	May 30, 2018
Contact:	Carolyn Young 300 Virginia Street East Room 7404 Charleston, West Virginia 25301
Resume Receipt:	E-mail
Default email for resumes.:	Carolyn_Young@ca4.uscourts.gov
Additional Documents:	Cover Letter, Writing Sample
ID:	3381

Fellowship
Public Rights Project (California)

Position Type: Fellowship
Geographic Preference: West (CA, NV, UT, CO, MT, WY)
Description: <div><p>THE FELLOWSHIP</p><p>If you would like to learn more about the Public Rights Project Fellowship, please join us on April 10, 2018 at 12:00pm (PT) or April 11, 2018 at 9:00am (PT) for an informational webinar! This is a fantastic opportunity to interact with the entire Public Rights Project staff and get answers to your Fellowship questions.</p><p>REGISTER FOR FELLOWSHIP WEBINAR</p></div> <div><p>FAQS</p><p>2018 LOCATIONS</p><p>WHAT WE'RE LOOKING FOR</p><p>NOMINATE</p><p>APPLY</p></div> <div><p>CURIOUS ABOUT THE IMPACT YOU CAN HAVE ON STATE & LOCAL GOVERNMENT?</p><p>CHECK OUT THIS VIDEO TO FIND OUT MORE:</p><p>PUBLIC RIGHTS PROJECT: THE POWER OF PUBLIC SERVICE</p></div> <div><p>PURPOSE</p><p>The Public Rights Project Fellowship aims to:</p><p>Catalyze local and state agencies' efforts to expand affirmative litigation, community engagement, and innovative strategies to enforce their residents' legal rights.</p><p>Establish a pipeline to develop experienced, diverse, talented leaders in state and local government.</p><p>THE FELLOWSHIP</p></div> <div><p>CLICK HERE FOR PDF!</p><p>DOWNLOAD</p><p>Public Rights Project helps talented attorneys find pathways into rewarding public service careers. We place skilled, public interest-minded fellows into a state or city government law office -- a City Attorney, District Attorney, or Attorney General -- for two years. Fellows will have the opportunity to work on a range of civil rights, economic justice, and environmental justice issues that directly impact vulnerable populations locally and across the country.</p><p>Fellows will work collaboratively alongside colleagues in their government offices on affirmative litigation, coalition building and community engagement, policy research, and other enforcement projects developed with their placement offices. They will help develop new cases and generate new ideas for their office to expand public rights enforcement.</p><p>Fellows will also publish at least one blog post, article or policy paper with Public Rights Project during their fellowship on a topic related to their work. For example, a fellow working on predatory lending may publish an issue brief identifying strategies and legal theories other state and local governments may wish to use to address the problem in their communities.</p></div> <div><p>COMMITMENT TO DIVERSITY</p><p>Public Rights Project is committed to the principles and practices of equal employment opportunity. We aim to assemble an applicant pool that represents the face of the world we live in. We believe that a variety of perspectives enrich the efficacy of the work of local and state governments. We encourage applications from candidates with diverse backgrounds and experiences. All qualified applicants will receive consideration for the fellowship without regard to their race, religion, ancestry, national origin, ethnicity, sex, gender (including pregnancy and gender identity or expression), sexual orientation, color, age, mental or physical disability, marital status, veteran status, genetic information, medical condition, or any other classification protected by federal, state, or local law or ordinance.</p></div> <div><p>PROFESSIONAL DEVELOPMENT</p><p>Fellows begin with a multi-day orientation at Public Rights Project in Oakland, CA, followed by onboarding with their</p></div>

placement offices. Orientation consists of in-depth training and workshops on topics pertinent to the fellowship, including:

- City and state government structure
 - Successful models for affirmative litigation
 - Leadership in government
 - Diversity, equity, and inclusiveness
 - Stakeholder engagement and partnership
- Throughout the program, fellows will participate in monthly check-in calls with other fellows and Public Rights Project staff. Fellows will also receive periodic professional development opportunities from Public Rights Project staff and partners.

BENEFITS

The fellowship pays a yearly stipend calculated based on the fellow’s legal experience, cost of living in the fellow’s placement city, and the average pay of other attorneys in the fellow’s placement office. Generally, the stipend will range from \$60,000-80,000. Fellows will receive an additional stipend to cover health insurance costs.

ELIGIBILITY

Fellows must have an active bar membership in a U.S. state and a passion for public service. CA bar membership (for the Oakland placement) or MA bar membership or eligibility (for the MA placement) is strongly preferred, but not required.

The fellowship is likely to be ideally suited for attorneys with 3-5 years of legal experience after law school, and a background in litigation.

LOCATIONS

During the 2018-2020 cycle, fellows will have the opportunity to work either in the Office of Massachusetts Attorney General Maura Healey or in the Office of Oakland City Attorney Barbara Parker. Prospective fellows may apply to one or both offices.
Massachusetts Attorney General

In Massachusetts, fellows will be placed within one of the Divisions of the Public Protection & Advocacy Bureau and will have the opportunity to:

- Combat fraud and abuse in the area of student lending, including for-profit schools, loan servicers, and so-called student debt relief companies;
 - Fight against wage theft, particularly when it affects low-income and immigrant workers in the construction, restaurant, and other hard-hit industries;
 - Confront fraud and scams perpetrated against low-income and immigrant communities, including real estate scams, tax-relief schemes, consumer fraud, and notario fraud; and
 - Partner with law enforcement and local organizations to confront bias-motivated incidents and combat hate crimes in our communities.
- [Click here for more information about this placement.](#)

Oakland City Attorney

In Oakland, fellows will be placed within the Community Lawyering & Civil Rights Unit of the Affirmative Litigation, Innovation & Enforcement Division and will have the opportunity to:

- Take targeted action to address public health and other environmental justice hazards that endanger city residents.
 - Combat consumer fraud, wage theft, and discrimination against immigrants, communities of color, women, and low-income residents.
 - Convene other local governments that engage in similar policy- forward civil rights enforcement and building lasting partnerships with those localities.
 - Be an integral part of strategic decision-making, not just regarding ongoing cases, but also in deciding which impact cases to bring.
- [Click here for more information about this placement.](#)

Desired Class Level: Graduate/Alumni

Posting Date: April 3, 2018

Expiration Date: May 15, 2018
Contact: Jonathan Sclarsic 1721 Broadway # 201 Oakland, California 94612 United States
Resume Receipt: E-mail
Default email for resumes.: sclarsic@gmail.com
ID: 3383

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</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Law Clerks may not engage in other employment.</p> <p>Qualified candidates have a degree in law or expect to obtain a degree in law by July of 2019.</p> <p>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.</p> <p>Salary: \$53,435.20 plus fringe benefits.</p> <p>How to Apply: The application consists of the following documents:</p> <ul style="list-style-type: none">• 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.• 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 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. <p>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.</p> <p>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

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</p> <p>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.</p> <p>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.</p> <p>Salary: \$53,435.20 plus fringe benefits.</p> <p>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.</p> <p>Inquiries may be directed to Heidi Carpenter at Heidi.Carpenter@courts.maine.gov or 207-822-4174.</p> <p>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	

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 DISTRICT COURT</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Salary: \$53,435.20 plus fringe benefits.</p> <p>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 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. <p>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.</p> <p>Inquiries may be directed to Karen Morin at Karen.G.Morin@courts.maine.gov or 207-213-2971.</p> <p>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	

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	

Associate Attorney
Pollock Morris LLC (Waynesburg)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <div>Associate Attorney</div> <div>Job Description Pollock Morris, LLC is a small firm in Waynesburg, Pennsylvania looking to add an attorney. Fields of practice would include: Family Law, Civil Litigation, Juvenile Law, Criminal Law, Municipal Law, Real Estate, Wills and Estates, and Oil and Gas law.</div> <div>This is an opportunity for a new attorney to practice in a cooperative and supportive environment while growing their own practice. Compensation will be based upon billable hours completed by the new attorney.</div> <div>Additional consideration will be given to applicants who demonstrate a commitment to living and working in Southwestern Pennsylvania.</div> <div>Application Documents Resume (Required) Cover Letter (Required) Unofficial Law School Transcript (Required) Writing Sample (Required) Recommendation Letter (Optional) Other Transcript (non-law school) (Optional) References (Required)</div> <div>Contact information: Pollock Morris, LLC 54 South Washington Street Waynesburg, PA 15370 pollockmorrisapplications@gmail.com</div>
Desired Class Level: Graduate/Alumni
Posting Date: March 27, 2018
Expiration Date: May 31, 2018
Contact: Pollock Morris 54 South Washington Street Waynesburg, Pennsylvania 15370 United States
Resume Receipt: E-mail
Default email for resumes.: pollockmorrisapplications@gmail.com
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

- Requested Document Notes:** Application Documents
Resume (Required)
Cover Letter (Required)
Unofficial Law School Transcript (Required)
Writing Sample (Required)
Recommendation Letter (Optional)
Other Transcript (non-law school) (Optional)
References (Required)

ID: 3358

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, April 4, 2018. EOE Qualified women, minorities and people with disabilities are encouraged to apply.

Desired Class Level: Graduate/Alumni

Posting Date: March 27, 2018

Expiration Date: April 4, 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: 3362

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><p>The Administrative Office of</p><p>The Supreme Court of Appeals of West Virginia</p><p>Position Announcement</p><p>Twenty-Sixth Judicial circuit upshur County</p><p>EMPLOYMENT OPPORTUNITY</p><p>Buckhannon, West Virginia</p><p>Position open until filled (Posted 3-27-2018)</p><p>The Position</p><p>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.</p><p>Circuit Judge Law Clerk</p><p>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.</p><p>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.</p><p>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.</p><p>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.</p></div>

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:

- 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:

- 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.

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	

Associate

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 for our Fort Myers office. This position focuses on automobile negligence, personal injury, property damage and personal injury litigation. 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. An active Florida Bar license and a demonstrated interest in trial litigation is required for consideration.
Desired Class Level: Graduate/Alumni
Posting Date: March 26, 2018
Expiration Date: May 2, 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
ID: 3357

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	
Phone: 724-228-6797	
District Court Administrator	
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: May 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	

Instructor

The UCLA School of Law (Los Angeles, CA)

Position Type: Full-time
Geographic Preference: West (CA, NV, UT, CO, MT, WY)
Description: <div>UCLA SCHOOL OF LAW</div> <div>PART-TIME INSTRUCTOR POSITION</div> <div>2018-19 ACADEMIC YEAR</div> <div>UCLA Law School invites applications from individuals interested in teaching a specialty course in its advanced curriculum for the 2018–2019 academic year. These are academic, non-tenure track, part-time, limited-term appointments.</div> <div>Decisions will be made on a rolling basis and the timing of decisions will vary according to a variety of factors including curricular need and course scheduling and the particular specialty course the applicant proposes to teach. The School may be especially interested in applicants who have experience teaching courses in insurance law, estate and gift planning, trademark experiential (clinical) courses, other experiential courses (trial advocacy, pretrial litigation, externship courses and supervision), among other topics.</div> <div>Applicants are encouraged to discuss in their cover letters their respective areas of professional expertise, the courses they have previously taught or propose to teach as well as any record of research or other creative work such as publications, law reform activities and significant contributions to the profession or professional organizations.</div> <div>Requirements: A J.D. or equivalent advanced degree; excellent academic record; substantial, distinguished legal practice experience with a record of research or other creative work such as publications, law reform activities and significant contributions to the profession or professional organizations; experience within a distinct legal specialty; demonstrated commitment to teaching; prior successful law school teaching experience strongly preferred. UCLA School of Law seeks candidates committed to the highest standards of creative work and professional activities and to a campus climate that supports equality and diversity.</div> <div>Please submit a cover letter, resume, and the names and addresses for at least two professional references online at https://recruit.apo.ucla.edu/apply/JPF03601.</div> <div>Please also see the separate posting at https://recruit.apo.ucla.edu/apply/JPF03602 describing our teaching needs in legal research and writing.</div> <div>To ensure full consideration, applications for the 2018-19 academic year should be received by Wednesday, May 16, 2018, but will be considered thereafter until the position is filled.</div> <div>The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender</div>

identity, national origin, disability, age or protected veteran status. For the complete University of California nondiscrimination and affirmative action policy, see the UC Nondiscrimination & Affirmative Action Policy at <http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>.

Desired Class Level:	Graduate/Alumni
Posting Date:	March 20, 2018
Expiration Date:	May 16, 2018
Contact:	Ms. Edna Sasis Director of the Institute for Food Laws & Regulations Boc 951476 Los Angelas, California 90095-1476 United States
Resume Receipt:	E-mail
Default email for resumes.:	sasis@law.ucla.edu
Additional Documents:	Cover Letter
Requested Document Notes:	Please submit a cover letter, resume, and the names and addresses for at least two professional references online at https://recruit.apo.ucla.edu/apply/JPF03601 .
ID:	3347

Legal Research and Writing Instructor
The UCLA School of Law (Los Angeles, CA)

Position Type: Full-time
Geographic Preference: West (CA, NV, UT, CO, MT, WY)

Description:

Legal Research and Writing Instructor

UCLA School of Law

UCLA School of Law is accepting applications for instructors to teach advanced legal writing courses, one or two sections of the LL.M. legal research and writing course, or our first-year J.D. course. Any openings are for the 2018-2019 academic year. The successful candidate(s) will be expected to start as soon as practical after July 1, 2018. Please indicate if you are most interested in teaching an advanced course or within our LL.M. or first year J.D. programs.

Teaching Advanced Legal Writing courses: UCLA Law seeks to strengthen the array of advanced legal writing (ALW) offerings to J.D. students in the second and third years. Building on the skills developed in the first year LRW program, students will deepen their understanding of legal reasoning, research and writing and will learn objective and persuasive writing through office memo drafting, trial and appellate brief writing and “review and revision” practice with transactional and litigation-related documents. ALW instructors may teach a section of a course already offered, or receive assistance in developing their own course and syllabus. ALW instructors typically teach one course/section of approximately 25 students. Students complete several major writing and research projects over the course of the semester, with the instructor providing extensive individualized written feedback along with individual meetings on each assignment. This is a part-time academic, non-tenure track appointment as a Lecturer in Law.

Teaching LL.M. Students: Legal Research, Writing and Analysis for LL.M.’s (LL.M LRW) is a semester long, 2-unit course that introduces international LL.M. students to the legal research, writing and analysis skills the needed by practicing lawyers in the U.S. Students focus on grammar and sentence structure, objective and persuasive argument, legal research methods, statutory interpretation and additional skills. LL.M. LRW instructors typically teach one or two sections of approximately 25 students. Students complete several major writing and research projects over the course of the year, with the instructor providing extensive individualized written feedback along with individual meetings on each assignment. This position may

also require the supervision and training of second and third-year J.D. students who will assist the instructor with critiquing draft/ungraded writing assignments. This is a part-time academic, non-tenure track appointment as a Lecturer in Law.

Teaching First Year J.D. Students: Legal Research and Writing (LRW) is a year-long five-credit course, designed to introduce students to the fundamentals of legal reasoning, the structure of objective and persuasive arguments, legal research methods, statutory interpretation, and additional skills, such as oral advocacy, fact investigation, and client counseling. Students also complete a variety of smaller projects, designed to reinforce the overarching lessons of the course. LRW instructors typically teach two sections of approximately 25 students. Each of the two sections will meet for approximately 90 minutes, twice a week, during the fall semester (approximately the third week of August until Thanksgiving) and the spring semester (mid-January through April). Most instructors find that their work grading and responding to students about grades continues through mid-June. Each section has approximately 25 students. In addition to the class meetings, instructors are expected to hold regular office hours and meet with students to counsel them about their writing projects, career interests and other matters of academic or professional concern. Students complete several major writing and research projects over the course of the year, with the instructor providing extensive individualized written feedback along with individual meetings on each assignment. This position also requires the supervision and training of second and third-year students

who will assist the instructor with critiquing first drafts of the ungraded student writing and assignments. The candidate will also engage in other teaching duties such as assisting in a clinical course, teaching in the first year Introduction to Lawyer-Client relationship course or supervising student externships. This is a full-time academic, non-tenure track appointment as a Lecturer in Law. The salary range for this position is \$80,000 - \$90,000, depending on qualifications and experience.

All positions require evidence of past or potential ability for:

Effective classroom teaching (including command of the subject matter, ability to organize and present material, and

- ability to awaken student interest, curiosity, creativity, and achievement).
- Effective and timely feedback on written assignments with extensive oral and written comments on student work product.
- Counseling of students on a wide range of professional and career topics.

The successful candidate should also expect to do the following:

- Collaborate with other legal research and writing instructors in developing assignments and coordinating due dates.

All candidates must hold a J.D. or equivalent degree. We seek candidates with an excellent academic record; substantial legal writing experience; a strong desire to teach; proven ability to provide constructive feedback; and at least 2 years of practice experience as an attorney in any jurisdiction (5 years preferred).

Please apply online at <https://recruit.apo.ucla.edu/apply/JPF03602> by submitting pdf copies of a CV or resume, a cover letter, and the names and contact information for at least three professional references. Applicants with teaching experience should also include their teaching evaluations, a summary thereof, or other testimonials concerning their teaching experience.

Confidential review of applications, nominations and expressions of interest will begin immediately and continue until an appointment is made. To ensure full consideration, applications should be received by Monday, April 16, 2018 but will be considered thereafter through May 16, 2018 or until the position is filled.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. For the complete University of California nondiscrimination and affirmative action policy, see the UC Nondiscrimination & Affirmative Action Policy at <http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>.

Desired Class Level: Graduate/Alumni
Posting Date: March 20, 2018
Expiration Date: May 16, 2018
Contact: Ms. Edna Sasis Director of the Institute for Food Laws & Regulations

Resume Receipt: E-mail	
Default email for resumes.: sasis@law.ucla.edu	
Additional Documents: Cover Letter	
Requested Document Notes: Please apply online at https://recruit.apo.ucla.edu/apply/JPF03602 by submitting pdf copies of a CV or resume, a cover letter, and the names and contact information for at least three professional references. Applicants with teaching experience should also include their teaching evaluations, a summary thereof, or other testimonials concerning their teaching experience.	
Confidential review of applications, nominations and expressions of interest will begin immediately and continue until an appointment is made. To ensure full consideration, applications should be received by Monday, April 16, 2018 but will be considered thereafter through May 16, 2018 or until the position is filled.	
ID: 3348	

: Associate Corporate Attorney
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Corporate Attorney 1- 4 years experience:	
PositionType:	full-time, permanent Associate
Employer Name:	McClelland Legal Search
Job Title:	Associate Corporate Attorney
Job Description:	
We have an opportunity for an attorney with 1-4 years of experience. While prior corporate/business/contracts experience is preferred, candidates with any practice background will be considered as firm is willing to train. The successful candidate will have a desire to learn and practice in these areas. PA Bar required. The firm affords a highly collegial working environment, very reasonable billing requirement and also trains new attorneys in marketing techniques.	
Hiring Criteria:	
1-4 years of experience of corporate/business/contracts experience preferred, candidates with any practice background will be considered as firm is willing to train, admitted in Pennsylvania	
Location:	Pittsburgh area
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: 1-4 years of corporate/business/contracts law experience preferred, candidates with any practice background will be considered as firm is willing to train.	
How we would like to receive the materials: Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com	
Cindy	
Cynthia McClelland	
McClelland Legal Search I www.mcclellandlegalsearch.com	
tel: 717.350.1283 I office: 412.281.6609	
email: cindy@mcclellandlegalsearch.com	
Desired Class Level: Graduate/Alumni	
Posting Date: March 16, 2018	
Expiration Date: June 1, 2018	
Contact: Cynthia McClelland 426 Frick Building 437 Grant Street Pittsburgh, Pennsylvania 15219 United States	
Resume Receipt: E-mail	

Default email for resumes.: cindy@mcclellandlegalsearch.com

ID: 3336

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:	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
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

E-Discovery Attorney
McClelland Legal Search

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>E-discovery Attorney:</p> <p>Position Type: Full-time, permanent Associate</p> <p>Employer Name: McClelland Legal Search</p> <p>Job Title: E-discovery Attorney</p> <p>Job Description: Full time associate position for an e-discovery attorney. The position requires solid e-discovery experience, preferably with large scale e-discovery production matters.</p> <p>Hiring Criteria: see Job Description, admitted in Pennsylvania</p> <p>Location: Pittsburgh</p> <p>Materials requested: Resume</p> <p>Deadline to apply: No deadline but search is active and interviews ongoing</p> <p>Compensation Details: Compensation determined by experience</p> <p>Desired years of Experience: no specified years of experience</p> <p>How we would like to receive the materials: Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	March 2, 2018
Expiration Date:	May 31, 2018
Contact:	Dianne McClelland
Resume Receipt:	E-mail
Default email for resumes.:	dianne@mcclellandlegalsearch.com
ID:	3312

Associate Corporate Attorney
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Corporate Attorney 3-5 years experience:	
Position Type:	full-time, permanent Associate
Employer Name:	McClelland Legal Search
JobTitle:	Associate Corporate Attorney
Job Description:	3-5 years of solid corporate experience
Experience in corporate transactional matters including M&A, venture capital, private equity, commercial lending and securities offerings. Additional experience with general corporate matters consisting of due diligence, drafting and negotiating transaction documents and entity formation. Commercial real estate and tax experience a plus	
Hiring Criteria:	3-5 years of experience, see details above, admitted in Pennsylvania
Location:	Pittsburgh
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 3-5 years of solid corporate law 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 1, 2018	
Expiration Date: May 31, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3304	

Corporate Attorney
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Corporate Attorney 7+ years experience:	
Position Type:	full-time, permanent Associate
Employer Name:	McClelland Legal Search
JobTitle:	Corporate Attorney
JobDescription:	7+ years of solid corporate experience
The position requires solid corporate experience including: transactional matters, incorporations, corporate structuring, governance, securities, lease agreements and contracts	
Criteria:	7+ years of experience, see details above, admitted in Pennsylvania
Location:	Pittsburgh
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 7+ years of solid corporate law 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 1, 2018	
Expiration Date: May 31, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3305	

Law CLERK

The Honorable David M. Wecht, Supreme Court of Pennsylvania (Pittsburgh, PA)

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>Job Posting</p> <p>Justice David N. Wecht of the Supreme Court of Pennsylvania is currently accepting applications for two one-year law clerk positions. Duties consist principally of legal research and writing, and involve extensive interaction with Justice Wecht and his other law clerks. Each position will start in late August or early September 2019 and end one year later. Applications should include a resume, one or two legal writing samples, two or more references (names and contact information for references are sufficient), and a law school transcript (unofficial transcripts acceptable). Applications will be accepted through May 11, 2018. It is anticipated that an offer will be made by August 1, 2018. Please mail your materials to:</p> <p>The Honorable David N. Wecht</p> <p>Justice, Supreme Court of Pennsylvania</p> <p>One Oxford Centre, Suite 4200</p> <p>301 Grant Street</p> <p>Pittsburgh, PA 15219</p>
Desired Class Level:	3L, LLM, Graduate/Alumni
Posting Date:	February 13, 2018
Expiration Date:	May 11, 2018
Contact:	Honorable David N. Wecht Supreme Court Judge One Oxford Centre, Suite 4200 301 Grant Street Pittsburgh, Pennsylvania 15219 United States
Resume Receipt:	Other (see below)
How to Apply:	David N. Wecht One Oxford Centre, Suite 4200 301 Grant Street Pittsburgh, PA 15219
Additional Documents:	Unofficial Transcript, Writing Sample
Requested Document Notes:	Applications should include a resume, one or two legal writing samples, two or more references (names and contact information for references are sufficient), and a law school transcript (unofficial transcripts acceptable).
ID:	3278

Law Clerk
Fourth Circuit Federal Court of Appeals (Charleston)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <p>Fourth Circuit Federal Court of Appeals Judge Stephanie Thacker is accepting applications for a 2019-2020 full-time, post-graduation law clerk, running August 2019-August 2020. She will accept application materials through Memorial Day.</p> <p>Submit applications either via mail or email. The application package should include: (1) cover letter; (2) resumé; (3) writing sample; and (4) three references (these can be actual reference letters enclosed with the application package and/or a listing of references with contact information). Emails may be sent to my Judicial Assistant Carolyn Young at Carolyn_Young@ca4.uscourts.gov . Or, the mailing address is: 300 Virginia Street, East, Room 7404, Charleston, WV 25301.</p>
Desired Class Level: 2L, 3L, LLM, Graduate/Alumni
Posting Date: February 1, 2018
Expiration Date: May 31, 2018
Contact: Carolyn Young 300 Virginia Street East Room 7404 Charleston, West Virginia 25301
Resume Receipt: E-mail
Default email for resumes.: Carolyn_Young@ca4.uscourts.gov
Additional Documents: Cover Letter, Writing Sample
ID: 3257

Litigation Attorney
McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Litigation Attorney:	
Position Type:	We have several Full-time permanent litigation positions
Employer Name:	McClelland Legal Search
Job Title:	Litigation Attorney
Job Description:	Preferred 2+ years of litigation experience
Hiring Criteria:	2+ years of litigation experience, admitted in Pennsylvania
Location:	Pittsburgh
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 2+ years of 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: January 16, 2018	
Expiration Date: May 30, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3238	

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 & Estate Attorney:	
Position Type:	Full-time permanent position
Employer Name:	McClelland Legal Search
Job Title:	Trust & Estate Attorney
Job Description:	Trust & Estate practice position
Hiring Criteria:	5+ years of trust & estate experience (prefers 2-7 years of that experience in a law firm setting), admitted in Pennsylvania. Successful candidate should know how to run a file, and have real exposure to high-end, sophisticated work. An understanding of estate and gift tax is a bonus.
Location:	Pittsburgh
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 5+ years of 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: January 16, 2018	
Expiration Date: May 30, 2018	
Contact: Cynthia McClelland 426 Frick Building 437 Grant Street Pittsburgh, Pennsylvania 15219 United States	
Resume Receipt: E-mail	
Default email for resumes.: cindy@mcclellandlegalsearch.com	
ID: 3239	

Litigation Associate (Charleston, WV)
Steptoe & Johnson, PLLC (Morgantown, Charleston, Huntington, Bridgeport, WV)

Position Type:	Full-time
Practice Area(s):	Litigation
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Steptoe & 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. Steptoe & Johnson is among the NLJ's Top 250 law firms, with 13 offices in 6 states. In addition to litigation, Steptoe & 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@Steptoe-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

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</p> <p>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.</p> <p>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.</p> <p>Review, draft, and negotiate contracts on behalf of the University, WVURC, and UIC.</p> <p>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.</p> <p>Provide, under supervision of GC, high quality advice to the Board on legal matters affecting the University, WVURC, and UIC.</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, WVURC, and UIC corporate transactions.</p> <p>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).</p> <p>Conduct legal research and draft memoranda.</p> <p>All other duties as may be assigned from time to time by the GC.</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

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!

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.

Job Posting
: May 2, 2018
Posting Classification: Non-Classified
Exemption Status: Exempt
Benefits Eligible: Yes
Schedule
: Full-time

Desired Class Level: Graduate/Alumni
Posting Date: May 2, 2018
Expiration Date: June 5, 2018
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