



Assistant Director Career Services / Career Fairs - School of Law

The University of Alabama (UA) (Alabama)

Position Type: Full-time**Geographic Preference:** Southeast (NC, SC, GA, FL, MS, AL, TN)**Description:**

Assistant Director Career Services / Career Fairs
 Job no: 506586
 Work type: Regular Full-time (Benefits eligible)
 Location: Alabama, Tuscaloosa
 Categories: Marketing/Event Planning, Administrative / Professional

Pay Grade/Pay Range: 58 Monthly (exempt) - Minimum - \$ 39332.76 Midpoint - \$ 57033.60

Department/Organization: 218101 – Dean's Office-School of Law

Job Summary: The Asst Dir Career Services will provide comprehensive legal career counseling and employment services to current students and alumni. The Asst Dir Career Services will also participate in educational programs for current students: assist in the administration of Career Services Offices On-Campus Interviewing, mock interviews, practice panels, and job search skills workshops. The Asst Dir Career Services will also assist in marketing efforts to target legal employers.

Required Minimum Qualifications: J.D degree; OR Master's Degree and two (2) years experience in student counseling or a legal field required. If J.D. degree, must have admission in good standing to the bar of any state in the United States.

Additional Required Department Minimum Qualifications: Must have valid U.S. driver's license. Must be at least 21 years of age at time of hire and have an acceptable Motor Vehicle Report as determined by the insurance carrier.

Skills and Knowledge: Working knowledge of Microsoft Word and Excel. Knowledge of web-based research, including Martindale-Hubbell, state bar directories, the NALP directory, and general internet searches. Prior knowledge of, or the ability to master the CSO's web-based career management system, Symplicity.

Background Investigation Statement: Prior to hiring the final candidate(s) must successfully pass a pre-employment background investigation. A prior conviction reported as a result of the background investigation DOES NOT automatically disqualify a candidate from consideration for this position. A candidate with a prior conviction will receive an individualized review of the prior conviction before a hiring decision is made.

Equal Employment Opportunity: The University of Alabama is an Equal Employment/Equal Educational Opportunity Institution. All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, pregnancy, age, genetic or family medical history information, disability, protected veteran status, or any other legally protected basis, and will not be discriminated against because of their protected status. Applicants to and employees of this institution are protected under Federal law from discrimination on several bases. Follow the link below to find out more. "EEO is the Law" Poster

Advertised: 23 May 2018 Central Daylight Time
 Applications close: 12 Jun 2018 Central Daylight Time

Desired Class Level: 1L, 2L, 3L, LL.M, Graduate/Alumni, Class Level

Posting Date: May 31, 2018

Expiration Date: June 12, 2018

Contact: Human Resources
 Tuscaloosa, Alabama 35487 United States

Resume Receipt: Other (see below)

Default email for resumes.: hrsvctr@ua.edu

How to Apply: <http://careers.pageuppeople.com/669/cw/en-us/job/506586/assistant-director-career-services-career-fairs-506586>

ID: 3496

Attorney

Legal Aid of West Virginia

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:
Morgantown Attorney Position

Immediate opening for an attorney in Legal Aid of West Virginia's Morgantown office to provide civil legal services to victims of financial exploitation. This position will involve litigation, outreach, and close work with community partners with expertise in financial exploitation. Highly rewarding work with terrific benefits (4+ weeks' vacation/holidays, PEIA medical coverage). This is a great opportunity to improve your community and your quality of life at the same time. Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Wednesday, June 13, 2018. EOE Qualified women, minorities and people with disabilities are encouraged to apply.

Desired Class Level: Graduate/Alumni

Posting Date: May 31, 2018

Expiration Date: June 13, 2018

Contact: Ms. Kerry LeMasters
Administrative Director
Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@lawv.net

Additional Documents: Cover Letter

ID: 3501

Attorney

Legal Aid of West Virginia

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description: Beckley/Princeton Attorney Position

Immediate opening for skilled, motivated Attorney with Legal Aid of West Virginia's Beckley/Princeton offices. Great work environment, with excellent benefits (4+ weeks' vacation/holidays, PEIA medical coverage). This is a great opportunity to do important, rewarding work benefitting the community. Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Wednesday, June 13, 2018. EOE Qualified women, minorities and people with disabilities are encouraged to apply.

If you have any questions, please call me at 304-343-3013 x 2140.

Thank you,
Kerry

Desired Class Level: Graduate/Alumni

Posting Date: May 31, 2018

Expiration Date: June 13, 2018

Contact: Ms. Kerry LeMasters
Administrative Director
Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@lawv.net

Additional Documents: Cover Letter

ID: 3502

Staff Attorney

Widener University Delaware Law School (Chester PA)

Position Type: Full-time**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:**

Widener University is interested in your students! Below are the details of the job.

Job Title: Staff Attorney
 Details
 Employer: Widener University
 Location: Chester - PA
 Employment Type: Education
 Practice Area: Personal Injury
 Salary:
 Type of Job: Full Time
 Anticipated Job Start Date:

Description:

Widener University Delaware Law School is seeking a Staff Attorney to work in Delaware Volunteer Legal Services ("DVLS"). Reporting to the Executive Director, this position is primarily responsible for providing legal advice, counsel and representation to victims of domestic violence in various family law matters.

Duties And Responsibilities:
 (include but not limited to)

Essential Duties:

- o Provide court representation for clients in protection from abuse and custody/visitation matters.
- o Attend the PFA Pro Bono Program at least two times a month and be available other PFA days as may be necessary.
- o Represent clients for post PFA matters including contempt, modifications and extensions.
- o Provide legal advice and counseling to victims of domestic violence who will be representing themselves on navigating the family law system.
- o Provide supportive services to victims of domestic violence including legal information and referrals to appropriate social services that may be available.
- o Provide mentoring services to DVLS pro bono attorneys on family law matters.
- o Assist Recruitment Attorney with training pro bono attorneys.
- o Assist Recruitment Attorney with developing and updating pro bono training materials.

Secondary Responsibilities:

- o Maintain monthly statistical information on the number and type of cases handled, along with the number of court appearances and any other statistics as may be required by grants/funders.
- o Ensure compliance with funding requirements.
- o Maintain individual contact with organizations to better serve victims of domestic violence and participate in committees dealing with domestic violence reform and issues.
- o Maintain accurate time reports and organized case files.
- o Provide support to other staff attorneys with litigation and case management.

Job Qualifications:

Minimum Qualifications: (Education/Training and Experience Required)

Required:

- o J.D. from accredited law school and licensed to practice law in Delaware.
- o 1-3 years' experience in litigation practice.
- o Ability to work independently and as part of a team.
- o Must be flexible, work well under pressure, set priorities and manage time effectively.
- o Ability to work with individuals who have experienced trauma or who are in crisis, and provide non-judgmental support.
- o Demonstrate a desire to work on behalf of victims of domestic violence and their children.
- o Must be able to pass a criminal background check.

Preferred:

- o Knowledge of Delaware Family Law.
- o Experience in working with victims' of domestic violence.

Physical Requirements and/or Unusual Work Hours:

- o Must be able to work evenings and weekends as may be necessary for litigation purposes and to provide competent and ethical representation.

Widener University, an independent, metropolitan, doctoral-intensive University, connects curricula to social issues through civic engagement. Dynamic teaching, active scholarship, personal attention and experiential learning are key components of the Widener Experience. Located in Chester, PA, Widener's main campus is nestled between Philadelphia, PA and Wilmington, DE, with satellite campuses in Harrisburg, PA and Wilmington, DE. For more information about the University, please visit our website at

www.widener.edu.

EOE M/F/V/D

Application Methods:Url: https://widener.igreentree.com/CSS_External/CSSPage_JobDetail.ASP?T=20180521115023&**Desired Class Level:** Graduate/Alumni**Posting Date:** May 31, 2018**Expiration Date:** June 30, 2018**Contact:** Human Resources

Chester, Pennsylvania United States

Resume Receipt: Other (see below)**How to Apply:** : https://widener.igreentree.com/CSS_External/CSSPage_JobDetail.ASP?T=20180521115023&**ID:** 3497

Staff Attorney

Northwest Workers Justice Project (Portland Oregon)

Position Type: Full-time

Geographic Preference: Pacific Northwest (WA, OR, ID)

Description:

NORTHWEST WORKERS' JUSTICE PROJECT

SEEKS STAFF ATTORNEY

Position Description:

Northwest Workers' Justice Project is a non-profit legal advocacy organization in Portland, Oregon, whose mission is to defend and strengthen the workplace and organizing rights of low-wage, temporary and immigrant workers in Oregon, the Pacific Northwest and nationwide. At NWJP, we are guided by the belief that all workers share the fundamental human right to live and labor with dignity, safety, and hope. Whether caring for children, harvesting the food on our tables, cleaning homes and hotel rooms, or constructing and landscaping the buildings in our communities, every worker deserves freedom from fear in the workplace, the assurance of payment for their labor, and a wage that is enough to meet their basic needs – in short, fair and lawful working conditions. Further, those who work hard ought to have time to spend with their families and to participate in making their communities better places to live. NWJP engages in legal representation, education, advocacy, and organizing to support workers and their organizations in the struggle to achieve these objectives. For more information about NWJP visit our website: www.nwjp.org.

NWJP seeks a Staff Attorney to provide employment-related legal assistance to low-wage, temporary and immigrant workers throughout Oregon. The central focus of the position is client representation in the areas of wage-and-hour violations, workplace discrimination, and employer retaliation.

The position requires the ability to work well with co-workers and a variety of external partners including unions, immigrants' rights organizations, and community and other advocacy groups.

Because NWJP neither seeks nor accepts funds from federal or state government in order to maintain independence, the staff attorney must be willing to engage in some development and fundraising activity.

Required qualifications:

- Ability to establish trusting relationships with low-income clients and cultural competence to address the legal needs of immigrant workers
- Excellent communication, writing, and research skills
- Ability to work independently and as a team player
- Ability to think creatively, and willingness to implement unconventional legal strategies
- Experience working with diverse communities
- Strong organizational skills
- Demonstrated commitment to social justice
- Oregon bar accreditation or willingness and eligibility to take the next available Oregon bar exam

Preferred:

- Current membership in good standing in any state bar
- Proficiency in spoken and written Spanish (strongly preferred)
- Demonstrated litigation skills
- Experience in employment law
- Demonstrated commitment to workers' rights

How to apply:

Please send cover letter, resume, writing sample, and references to Jobs@nwjp.org. Use "Staff Attorney" in the subject line. Review of applications will begin immediately and continue until filled. Applicants are encouraged to apply as soon as possible, and in any event, before June 22, 2018.

NWJP is an equal opportunity employer. We encourage applicants with diversity of backgrounds and experiences to apply.

Salary:

Salary is based on the salary scale used by Oregon legal services programs, which depends on experience. NWJP offers healthcare reimbursement.

Corinna Spencer-Scheurich
Deputy Director/Attorney
Northwest Workers' Justice Project
812 SW Washington Suite 225
Portland OR 97205
(503) 525-8454, ext.18
www.nwjp.org

Desired Class Level: Graduate/Alumni

Posting Date: May 31, 2018

Expiration Date: June 22, 2018

Contact: Corinna Spencer-Scheurich
Deputy Director/Attorney
812 SW Washington Suite 225 Portland, Oregon 97205 United States

Resume Receipt: E-mail

Default email for resumes.: Jobs@nwjp.org

Additional Documents: Cover Letter, Writing Sample

ID: 3500

Associate Attorney

Johnstone & Gabhart, LLP (Charleston, WV)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Charleston, WV law firm seeking associate attorney for general practice litigation. Firm emphasis on plaintiff's personal injury claims and commercial/construction litigation. Strong legal research and writing skills required. Recent graduates encouraged to apply.

Send resume, references and writing sample to Johnstone & Gabhart, LLP, P.O. Box 313, Charleston, West Virginia 25321 or by email to ddobson@wvlaw.net. Questions may be directed to Attorney David Dobson at ddobson@wvlaw.net or 304-343-7100.

Desired Class Level: Graduate/Alumni

Posting Date: May 30, 2018

Expiration Date: July 31, 2018

Contact: David Dobson

Attorney at Law

1125 Virginia Street, East Charleston, West Virginia 25301 United States

Resume Receipt: E-mail

Default email for resumes.: ddobson@wvlaw.net

Additional Documents: Writing Sample

ID: 3489

Attorney

Claire Sergent Walls Legal Group PLLC (Morgantown)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

The Claire Sergent Walls Legal Group is seeking an oil and gas title attorney to draft complex oil and gas title opinions based on properties located in West Virginia, Ohio and Pennsylvania. We offer an alternative to traditional large law firms that includes flexible working arrangements, and a professional but relaxed and friendly atmosphere. We produce and expect high quality legal services focused on supporting Appalachian producers and we constantly strive for excellence in all that we do. We are an established title firm with long-standing client relationships and an excellent reputation. We are seeking creative, hard-working people who enjoy oil and gas title challenges.

Successful candidates must be licensed in West Virginia, Pennsylvania and/or Ohio and should have at least a couple of years of experience working with certified oil and gas or coal title opinions, either through abstracting title, drafting title opinions, or working directly with title attorneys. A high level of interest in challenging oil and gas title is a must.

Please provide a cover letter that briefly describes your experience and why you are interested in oil and gas title, as well as a resume. The cover letter will serve as your writing sample and submissions without a cover letter will not be considered. We offer a competitive salary and full benefits package. We plan to hire very soon.

Please send cover letter and resume to: claire@cswlegalgroup.com

Desired Class Level: Graduate/Alumni

Posting Date: May 30, 2018

Expiration Date: June 30, 2018

Contact: Ms. Claire Sergent Walls
Attorney at Law
63 Wharf Street, Suite 200 Morgantown, West Virginia 26501 United States

Resume Receipt: E-mail

Default email for resumes: claire@cswlegalgroup.com

Additional Documents: Cover Letter

Requested Document Notes: Please provide a cover letter that briefly describes your experience and why you are interested in oil and gas title, as well as a resume. The cover letter will serve as your writing sample and submissions without a cover letter will not be considered.

ID: 3488

Associate Attorney
Banker Lopez Gassler P.A.

Position Type: Full-time

Geographic Preference: Southeast (NC, SC, GA, FL, MS, AL, TN)

Description:

Banker Lopez Gassler is seeking an Associate with a minimum of two year's experience for our Tallahassee, Florida office. This position focuses on medical malpractice, automobile negligence, personal injury, property damage, and personal injury litigation.

An active Florida Bar license and experience in a personal injury defense law firm is required for consideration.

Preferred candidate will possess strong oral advocacy and legal writing and research skills, with demonstrated experience drafting pleadings, discovery, brief writing, and efficient management and review of complex documents produced in discovery.

HOW TO APPLY:

Resumes will be reviewed after all required documents have been received - resume, cover letter, writing sample and unofficial law school transcript via email to:

attorneyrecruiting@bankerlopez.com

Florida Bar license Litigation Trial Insurance Defense Personal Injury Medical Malpractice Malpractice Premises Liability

Desired Class Level: Graduate/Alumni

Posting Date: May 24, 2018

Expiration Date: June 30, 2018

Contact: Director of Human Resources Erin R Esquia
Director of Human Resources
501 E Kennedy Blvd Tampa, Florida 33602 United States

Resume Receipt: E-mail, Accumulate Online

Default email for resumes.: attorneyrecruiting@bankerlopez.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 3486

Attorney Adviser

Social Security Administration's office (Baltimore Maryland)

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

OFFICE OF HEARINGS OPERATIONS NATIONAL CASE ASSISTANCE CENTER

RECRUITING BULLETIN

Recruiting Bulletin Number: NCAC-18-01

Job Title: Attorney Adviser

Open Period: May 28, 2018 - June 24, 2018

Position Information: Attorney, GS-905-11 (GS-11)

Promotion Potential: GS-12 (This is a career-ladder position)

Position Information: Full Time-Excepted Service (Not to Exceed (NTE) Four-year appointment, may be made permanent)

GS-11 Salary Scale: \$68,036 – 88,450

Duty Locations: Woodlawn, Maryland; Falls Church, Virginia

Number of Vacancies: MANY

Who May Be Considered: United States Citizens and Nationals (Residents of American Samoa and Swains Island)

NOTE: All application materials MUST be received by the closing date of this bulletin.

Applications will be maintained for consideration for 6 months from the date received.

Job Summary:

As a member of our team, you would virtually advise Administrative Law Judges on all aspects of adjudication based on the Social Security Act, applicable Social Security Rulings, agency policies, and related Federal and State laws; draft, complex, legally- sufficient decisions issued by over 1,500 Administrative Law Judges; and help those in need by performing challenging, meaningful work,

while having the opportunity for continued growth and advancement throughout your career.

Qualifications:

Applicants must be duly licensed, authorized and eligible to practice as an attorney under the laws of a state, the District of Columbia, the Commonwealth of Puerto

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Rico, or a U.S. Territory. **Active bar membership must be maintained to remain in this position.**

Documentation of active bar membership must be dated within 1 year certifying that you are licensed and authorized to practice law. See the "How To Apply" section for acceptable documentation of bar membership. *No exceptions to this requirement.

Also, to qualify for the GS-11 position, applicants must meet one of the following criteria:

A. LL.B. or J.D. AND at least 1 year of professional legal experience equivalent to the GS-9 grade level or higher in the Federal service, OR

B. A second professional law degree (LL.M.), which requires one full year of graduate study OR C. A J.D. or LL.B. and superior law student work or activities as demonstrated by one of the following:

(a) Academic standing in the upper-third of the law school graduating class.

Please note that standing must be indicated on your transcript or other documentation from your law school.

(b) Work or achievement of significance on your law school's official law review.

(c) Special high-level honors for academic excellence in law school, such as election to the Order of the Coif.

(d) Winning of a moot court competition or membership on the moot court team that represents the law school in competition with other law schools.

(e) Full-time or continuous participation in a legal aid program as opposed to one- time, intermittent, or casual participation.

Applicants MUST meet all eligibility requirements on or before the closing date of the bulletin to be considered for the position. No documents will be accepted after the close date of the bulletin.

How To Apply:

Application packages for all candidates, EXCEPT Veterans, must be sent electronically to SSA.NCAC.Recruitment@ssa.gov and received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.

Applicants claiming Veterans' preference must submit application packages electronically to SSA.NCAC.Veterans.Recruitment@ssa.gov. Application materials must be received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.

Applicants must submit the following documents:

1. Cover Letter that includes your desired duty location and availability to begin employment. The positions advertised are located in Woodlawn, Maryland, and Falls Church, Virginia.

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2. Complete resume that includes information about your:

• Education:

• Work experience (paid and unpaid, including clerkships/internships) providing:

o Job title, series and grade if Federal employment accomplishments,

o Employer's name and address,

o Supervisor's name and phone number,

o Starting and ending dates (mm/dd/yy), *

o Hours per week, and

o Salary.

• Other qualifications (skills, certifications/licenses, honors, awards, special

accomplishments, and job-related training courses).

*Please note that providing the mm/dd/yy and hours per week for all work experience is critical for

evaluating your application. If actual dates are not known, provide your best-estimated timeframes

in the requested format. Resumes that lack this required information may not be considered.

3. J.D. Law School Transcript, including class rank and degree confer date (Unofficial transcripts are acceptable: Self-Prepared transcripts are NOT acceptable). If selected, official transcripts are required.

4. Provide proof of BAR membership:

You must provide proof that you are currently an active member in good standing of a bar of a State, Commonwealth, or Territory of the United States or the District of Columbia and authorized to practice law. Provide one of the following documents as proof:

• Letter or certificate of good standing (dated within 1 year of the bulletin)

• A copy of your current bar card (must include current year on the card)

• Screen-shot from a bar website that reflects you are an active member of the Bar (must include a date within 1 year of the bulletin)

Note: Being a member of a bar association does not equal current bar membership in some states. If you are a member of a bar association, please provide additional proof that you are duly active and authorized to practice law. This information will be verified and must be dated

within 1 year of the bulletin

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

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

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

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

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

Other Information:

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

Flextime and/or alternate work schedules may be available.

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

- Relocation expenses will not be paid.

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

Benefits:

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

FACSIMILE APPLICATIONS WILL NOT BE CONSIDERED.

The Federal Government is an Equal Opportunity Employer.

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

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What To Expect Next:

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

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

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

Attorney Adviser

Social Security Administration's office (Baltimore Maryland)

Position Type: Full-time

Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description:

OFFICE OF HEARINGS OPERATIONS NATIONAL CASE ASSISTANCE CENTER

RECRUITING BULLETIN

Recruiting Bulletin Number: NCAC-18-01

Job Title: Attorney Adviser

Open Period: May 28, 2018 - June 24, 2018

Position Information: Attorney, GS-905-11 (GS-11)

Promotion Potential: GS-12 (This is a career-ladder position)

Position Information: Full Time-Excepted Service (Not to Exceed (NTE) Four-year appointment, may be made permanent)

GS-11 Salary Scale: \$68,036 – 88,450

Duty Locations: Woodlawn, Maryland; Falls Church, Virginia

Number of Vacancies: MANY

Who May Be Considered: United States Citizens and Nationals (Residents of American Samoa and Swains Island)

NOTE: All application materials MUST be received by the closing date of this bulletin. Applications will be maintained for consideration for 6 months from the date received.

Job Summary:

As a member of our team, you would virtually advise Administrative Law Judges on all aspects of adjudication based on the Social Security Act, applicable Social Security Rulings, agency policies, and related Federal and State laws; draft, complex, legally- sufficient decisions issued by over 1,500 Administrative Law Judges; and help those in need by performing challenging, meaningful work, while having the opportunity for continued growth and advancement throughout your career.

Qualifications:

Applicants must be duly licensed, authorized and eligible to practice as an attorney under the laws of a state, the District of Columbia, the Commonwealth of Puerto Rico, or a U.S. Territory. **Active bar membership must be maintained to remain in this position.**

Documentation of active bar membership must be dated within 1 year certifying that you are licensed and authorized to practice law. See the "How To Apply" section for acceptable documentation of bar membership. *No exceptions to this requirement.

Also, to qualify for the GS-11 position, applicants must meet one of the following criteria: A. LL.B. or J.D. AND at least 1 year of professional legal experience equivalent to the GS-9 grade level or higher in the Federal service, OR

B. A second professional law degree (LL.M.), which requires one full year of graduate study OR C. A J.D. or LL.B. and superior law student work or activities as demonstrated by one of the following:

(a) Academic standing in the upper-third of the law school graduating class.

Please note that standing must be indicated on your transcript or other documentation from your law school.

(b) Work or achievement of significance on your law school's official law review.

(c) Special high-level honors for academic excellence in law school, such as election to the Order of the Coif.

(d) Winning of a moot court competition or membership on the moot court team that represents the law school in competition with other law schools.

(e) Full-time or continuous participation in a legal aid program as opposed to one- time, intermittent, or casual participation.

Applicants MUST meet all eligibility requirements on or before the closing date of the bulletin to be considered for the position. No documents will be accepted after the close date of the bulletin.

How To Apply:

Application packages for all candidates, EXCEPT Veterans, must be sent electronically to SSA.NCAC.Recruitment@ssa.gov and received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.

Applicants claiming Veterans' preference must submit application packages electronically to SSA.NCAC.Veterans.Recruitment@ssa.gov. Application materials must be received in the mailbox no later than 11:59 p.m. EST, on June 24, 2018.

Applicants must submit the following documents:

1. Cover Letter that includes your desired duty location and availability to begin employment. The positions advertised are located in Woodlawn, Maryland, and Falls Church, Virginia.

2. Complete resume that includes information about your:

- Education:

- Work experience (paid and unpaid, including clerkships/internships) providing:

- o Job title, series and grade if Federal employment accomplishments,

- o Employer's name and address,

- o Supervisor's name and phone number,

- o Starting and ending dates (mm/dd/yy), *

- o Hours per week, and

- o Salary;

- Other qualifications (skills, certifications/licenses, honors, awards, special accomplishments, and job-related training courses).

*Please note that providing the mm/dd/yy and hours per week for all work experience is critical for evaluating your application. If actual dates are not known, provide your best-estimated timeframes in the requested format. Resumes that lack this required information may not be considered.

3. J.D. Law School Transcript, including class rank and degree confer date (Unofficial transcripts are acceptable; Self-Prepared transcripts are NOT acceptable). If selected, official transcripts are required.

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- Letter or certificate of good standing (dated within 1 year of the bulletin)

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- Screen-shot from a bar website that reflects you are an active member of the Bar (must include a date within 1 year of the bulletin)

Note: Being a member of a bar association does not equal current bar membership in some states. If you are a member of a bar association, please provide additional proof that you are duly active and authorized to practice law. This information will be verified and must be dated within 1 year of the bulletin

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

5. If applicable, proof of veteran's preference (DD-214 member 4 copy). This document MUST show character of service. If you are claiming 10-point preference, you MUST also submit with your DD-214 a completed SF-15 along with the required documentation specified on the reverse side of the SF-15. Preference will be granted based on the documents received.

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

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

Other Information:

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

Flextime and/or alternate work schedules may be available.

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

- Relocation expenses will not be paid.

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

Benefits:

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

of a career with Social Security.

FACSIMILE APPLICATIONS WILL NOT BE CONSIDERED.

The Federal Government is an Equal Opportunity Employer.

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

What To Expect Next:

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

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

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

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

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

Desired Class Level: Graduate/Alumni

Posting Date: May 24, 2018

Expiration Date: June 24, 2018

Contact: Ronnetta Mason
Director
Baltimore, Maryland

Resume Receipt: E-mail

Default email for resumes.: SSA.NCAC.Recruitment@ssa.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 3485

Law Clerks 052418

Family Court (Wilmington, DE)

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

LAW CLERK OPPORTUNITIES IN DELAWARE'S UNIFIED FAMILY COURT

Family Court has seventeen positions for a judicial law clerk in Delaware's statewide Family Court system for the 2019-2020 appointment term. Delaware is one of the few states to have a unified Family Court. The Court's comprehensive Jurisdiction covers all areas of Family and Juvenile Law.

Family Court law clerks serve Judges who preside over the following types of cases:

- Child dependency/neglect and abuse
- Divorce including property division, and alimony
- Termination of Parental Rights/Adoption
 - Child custody and visitation
- Juvenile delinquency/expungements
- Domestic violence crimes
- Crimes against children
- Guardianship
- Child support
- Protection from Abuse

TERM: September 1, 2019 to August 31, 2020

SALARY: Currently \$51,213.00

LOCATIONS: New Castle County (Chief Judge + 10 Judges),
Kent County (3 Judges), and Sussex County (3 Judges)

BENEFITS: State of Delaware benefits package

"Clerking at the Unified Family Court in Delaware was an invaluable experience. I was able to observe a variety of cases, with lawyers and varying skill levels; this combined with intense research, writing and legal reasoning allowed me to gain experience that would otherwise take years to accumulate. But the absolute best part was the ability to learn from two of the greatest legal minds I have ever known. They both took their mentoring role seriously: teaching, guiding and supporting me every step of the way – a relationship that has and will span long after my clerkship has ended." – Christina Sorenson, Former Law Clerk

"Accepting a judicial clerkship position in the Family Court was the best decision I could have made exiting law school. While law school taught me to think like a lawyer, my judicial clerkship was the training ground on which I learned to practice family law. The relationships I made as a clerk have been instrumental in my life and career as a practicing Delaware family law attorney." – Julie Yeager, Former Law Clerk

Interested applicants should send a resume, unofficial law school transcript, writing sample, and a list of references with phone numbers electronically to fc_apps@state.de.us. Application deadline is 4:00 p.m. Monday, September 10, 2018.

THE FAMILY COURT IS AN EQUAL OPPORTUNITY EMPLOYER. THIS IS A CRIMINAL JUSTICE AGENCY AND THE HIRING PROCESS WILL INCLUDE A REVIEW OF THE APPLICANT'S CRIMINAL HISTORY RECORD.

Desired Class Level: Graduate/Alumni

Posting Date: May 24, 2018

Expiration Date: June 30, 2018

Contact: Ms. Lois Smith

New Castle County Courthouse 500 North King Street Suite 3500 Wilmington, Delaware 198013736 United States

Resume Receipt: Other (see below)

How to Apply: Interested applicants should send a resume, unofficial law school transcript, writing sample, and a list of references with phone numbers electronically to fc_apps@state.de.us. Application deadline is 4:00 p.m. Monday, September 10, 2018.

THE FAMILY COURT IS AN EQUAL OPPORTUNITY EMPLOYER. THIS IS A CRIMINAL JUSTICE AGENCY AND THE HIRING PROCESS WILL INCLUDE A REVIEW OF THE APPLICANT'S CRIMINAL HISTORY RECORD.

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 3487

Personal Injury Associate

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

Position Type: Full-time

Practice Area(s): Negligence & Personal Injury

Geographic Preference: West (CA, NV, UT, CO, MT, WY)

Description:

Franklin D. Azar & Associates is seeking Personal Injury Law attorneys to join its busy practice in Colorado. Qualified candidate will have strong dedication to personal injury law and a passion for helping people; will possess strong organizational and writing skills; has interest in complex litigation; is energetic, hard-working, and a team-player. Franklin D. Azar & Associates, P.C. is a well-established law firm with offices in Denver/Aurora, Colorado Springs, Pueblo, and Trinidad. The firm has represented thousands of people entitled to recover damages from injuries in all types of accidents, from dangerous and defective products, and from employers not paying adequate wages. The firm's objective is to help its clients receive complete and timely compensation for their injuries and losses.

Desired Class Level: Graduate/Alumni

Posting Date: May 23, 2018

Expiration Date: June 28, 2018

Contact: Olga Malcolm

Resume Receipt: E-mail, Accumulate Online

Default email for resumes.: malcolmo@fdazar.com

ID: 3483

ANNOUNCEMENT NO: #18-018 POSITION TITLE: TRIAL ATTORNEY (Civil Litigation)

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 position is being reposted. Previous applicants need not reapply; all candidates will be considered.

ANNOUNCEMENT NO: #18-018 POSITION TITLE:

TRIAL ATTORNEY

(Civil Litigation)

POSITION GRADE & SERIES: LS 12/1 to 13/4 SALARY RANGE: \$81,246 – \$106,283

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

OPENING DATE: May 10, 2018 CLOSING DATE: May 24, 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, Section III 441 4th Street NW

Washington, DC 20001

NO. OF VACANCIES: Two (2)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia seeks an experienced trial attorney for Section III of its Civil Litigation Division. The Civil Litigation Division defends the District of Columbia in civil lawsuits filed in the Superior Court of the District of Columbia and the U.S. District Court for the District of Columbia in which plaintiffs seek money damages and/or individual injunctive relief. The cases primarily are in the areas of personal injury (automobile, police false arrest, assault and battery, slip and falls, inmate claims and medical malpractice), claims filed under the D.C. Whistleblower Protection Act and the D.C. Human Rights Act (DCHRA), federal constitutional civil rights claims (e.g., Fourth Amendment claims involving alleged unlawful arrest and excessive force), and employment discrimination claims arising under local or federal law (e.g., sexual harassment and/or discrimination based upon race, gender, or sexual orientation under the DCHRA, Title VII, the American With Disabilities Act, Age Discrimination in Employment Act, etc.).

The successful candidate will defend the District of Columbia and its executive level agencies, officials, and employees acting within the scope of their employment. The successful candidate will have an individual

caseload of approximately twenty-five active civil cases and may work on various litigation teams.

The incumbent will file pleadings, conduct and respond to written discovery, conduct and defend depositions, file and respond to procedural and dispositive motions, negotiate settlements, and conduct trials and contested hearings. There is substantial contact with client agencies and individual clients.

This position requires significant civil litigation experience. Prior civil litigation experience must include trials or evidentiary hearings, motions and discovery practice, taking and defending depositions, and a thorough knowledge of the Federal Rules of Civil Procedure. Significant experience in one or more substantive areas where the Division practices (e.g., civil rights law and municipal liability, employment discrimination and/or whistleblower claims, or personal injury tort defense) is desired.

QUALIFICATIONS: The ideal candidate has a minimum of 3 years' civil litigation experience. The successful candidate must have excellent research and writing skills, extensive experience in conducting discovery, including expert discovery, and all aspects of pretrial civil practice, and civil jury trial experience. The candidate must be able to handle multiple deadlines in a fast-paced environment, and be a self-starter. Prior judicial clerkship experience is highly desirable but not 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 ann't number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) resumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

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

Desired Class Level: Graduate/Alumni

Posting Date: May 22, 2018

Expiration Date: May 24, 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: 3480

ANNOUNCEMENT NO: #18-033 POSITION TITLE: ATTORNEY ADVISOR (Land Use and Public Works)

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: #18-033 POSITION

TITLE:

ATTORNEY ADVISOR

(Land Use and Public Works)

POSITION GRADE & SERIES: LS-13/1 to 14/10 SALARY RANGE: \$96,623 – \$148,443

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

OPENING DATE: May 10, 2018 CLOSING DATE: May 31, 2018

DURATION OF APPOINTMENT: 13-monthTerm AREA OF CONSIDERATION: Open to the Public

WORKSITE LOCATION:

Office of the Attorney General for the District of Columbia
Commercial Division Land Use and Public Works Section 441 4th Street, N.W.
Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Land Use and Public Works Section provides legal assistance to District agencies with respect to land use planning, zoning, historic preservation, and the use of public space.

The successful candidate will be responsible for attending, and providing legal guidance at, meetings and hearings of the Zoning Commission (ZC) (all held in the evening) and the Board of Zoning Adjustment (BZA). He or she will work closely with the Director of the Office of Zoning and the Secretaries to the ZC and BZA in identifying potential legal issues arising before both bodies and will respond by providing memoranda of legal advice. The attorney will review complex orders filed in rulemakings and contested cases for legal sufficiency and draft such orders. In addition, the attorney will review covenants required in order to transfer development credits, effectuate planned unit developments, or close a public street or alley.

QUALIFICATIONS: Candidates must have at least five (5) years' experience, preferably in land use law. Candidates must also possess strong legal writing, analytical, and negotiation skills, possess knowledge of land use principles, and demonstrate familiarity with administrative procedures applicable to rulemakings and contested cases. Additionally, past experience analyzing and drafting statutes and rules, the ability to understand complex land use transactions, commitment to providing the highest level of customer service, and ability to work with agency staff are important.

ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction with the ability to be sworn into the District of Columbia Bar within 360 days of his/her initial appointment.

OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) resumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59 p.m. of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street N.W., Washington, DC 20001.

PRIORITY CONSIDERATION: 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 2 protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

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

Desired Class Level: Graduate/Alumni

Posting Date: May 22, 2018

Expiration Date: May 31, 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: 3481

ANNOUNCEMENT NO: #18-035 POSITION TITLE: TRIAL ATTORNEY (DUI Prosecutor)

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

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

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-035 POSITION

TITLE:TRIAL ATTORNEY
(DUI Prosecutor)

POSITION GRADE & SERIES: LS 12/1 to 13/1 SALARY RANGE: \$81,246 – \$96,623

Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines. OPENING DATE: May 18, 2018 CLOSING DATE: June 8, 2018 DURATION OF APPOINTMENT: 13-month Term AREA OF CONSIDERATION: Open to the Public

WORKSITE LOCATION:Office of the Attorney General for the District of Columbia
Public Safety Division, Criminal Section 441 4th Street NW
Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Public Safety Division of the Office of the Attorney General (OAG) is seeking candidates for the position of Trial Attorney/Driving under the Influence (DUI) Prosecutor for the Criminal Section. The Criminal Section prosecutes adults who commit certain types of offenses within the District of Columbia. Specifically, the Section prosecutes all traffic offenses, including impaired driving, quality of life offenses, certain types of fraud matters against government agencies, and other offenses designated to OAG's prosecutorial authority. The selected candidate will work under the supervision of the Section Chief and Assistant Section Chiefs to enhance the Section's prosecutions of impaired drivers.

The Assistant Attorney General/DUI Prosecutor will maintain a caseload comprised of the most serious DUI matters, focusing on those cases that involve the highest alcohol scores, impairment by drugs, children in the vehicle, commercial drivers, and/or repeat offenders. The individuals selected for these positions will work with the Traffic Resource Safety Prosecutor (TSRP) and two other DUI Prosecutors to serve the Criminal Section's experts on impaired driving issues, to coordinate with law enforcement on impaired driving investigations, and to coordinate the training of other Criminal Section prosecutors and of law enforcement personnel.

QUALIFICATIONS: The successful candidate should have prior criminal litigation experience. The candidate must have at least one year of trial experience for the Grade 12 Step 1 position and five years trial experience for the Grade 13 Step 1 position. Knowledge of D.C. Superior Court is desirable but not required. Experience in trying cases related to impaired driving is strongly preferred.

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:** May 22, 2018**Expiration Date:** June 8, 2018**Contact:** Ms. Arlyntha LoveProgram Support Assistant
441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States**Resume Receipt:** E-mail**Default email for resumes.:** Arlyntha.Love@dc.gov**Additional Documents:** Cover Letter, Writing Sample**ID:** 3479

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

Position Type: Full-time

Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description:

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-036 POSITION

TITLE:
 TRIAL ATTORNEY
 (Personnel & Labor Relations)
 POSITION GRADE & SERIES: LS 12/1 to 12/3 SALARY RANGE: \$82,204 – \$87,688

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

OPENING DATE: May 21, 2018 CLOSING DATE: June 11, 2018
 DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public

WORKSITE LOCATION:

Office of the Attorney General for the District of Columbia
 Personnel, Labor & Employment Division Personnel and Labor Relations Section 441 4th Street NW Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is outside of the collective bargaining unit.

DESCRIPTION OF DUTIES: The District of Columbia Office of the Attorney General (OAG) seeks a Trial Attorney to Join its Personnel and Labor Relations Section. Trial Attorneys in the Personnel and Labor Relations (PLR) Section represent District agencies in administrative matters before the Office of Employee Appeals (OEA), Office of Administrative Hearings, Office of Human Rights, U.S. Equal Employment Opportunity Commission, Metropolitan Police Department Adverse Action Panels, and Fire and Emergency Medical Services Department Fire Trial Boards. They also provide appellate representation of these matters before the OEA Board, the Compensation Review Board/Department of Employment Services, various Federal Mediation and Conciliation Service arbitrators, the Public Employee Relations Board, and the District of Columbia Superior Court. Duties include all aspects of civil litigation, i.e. discovery, motions practice, brief writing, and evidentiary hearings. The incumbent serves under the direct supervision of the Chief of the Personnel and Labor Relations Section.

QUALIFICATIONS: Candidates must have at least one (1) year of relevant legal or litigation experience, including administrative hearings. The successful candidate must also have significant experience in the area of employment law, and possess excellent oral and written communication skills.

ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) resumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

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

Desired Class Level: Graduate/Alumni

Posting Date: May 22, 2018

Expiration Date: June 11, 2018

Contact: Ms. Arlyntha Love
 Program Support Assistant
 441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States

Resume Receipt: E-mail

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

Additional Documents: Cover Letter, Writing Sample

ID: 3482

Entry Level Staff Attorney

Louisville-Jefferson County Public Defender Corporation (Louisville, KY)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

The Louisville-Jefferson County Public Defender Corporation offers you the opportunity to be a litigator at an established and recognized public defender office. It is now accepting applications for entry level staff attorney positions from licensed attorneys and recent law school graduates.

Staff attorneys at the Louisville-Jefferson County Public Defender's office must be members in good standing of the Kentucky Bar Association (see SCR 2.010). This may be accomplished by applying for admission in a timely manner (see SCR 2.022) and taking and passing the Kentucky Bar Examination, which is offered twice a year in February and July. If you are a licensed attorney in another state and a member in good standing of that state's bar, it may also be accomplished by seeking reciprocal admission pursuant to SCR 2.110 or by filing an application for a limited certificate of admission to practice law in an organized public defender program (see SCR 2.112).

Successful applicants will possess a background in criminal law and trial practice and/or equivalent law school courses or clinics. Applicants should also demonstrate strong advocacy and writing skills.

Forward (by mail or e-mail) a cover letter, resumé, transcript of law school grades, writing sample, videotaped example of advocacy in an actual or moot court litigation effort (if available), and a list of personal and professional references to:

Daniel T. Goyette

Executive Director/Chief Public Defender Louisville-Jefferson County Public Defender Corporation Advocacy Plaza

719 West Jefferson Street

Louisville, Kentucky 40202-2732

(502) 574-3800

Fax: (502) 574-1414

E-Mail: info@metrodefender.org <mailto:info@metrodefender.org>

Website: www.louisvillemetropublicdefender.org

The Louisville-Jefferson County Public Defender Corporation is an affirmative action, equal opportunity employer. The Public Defender Corp. does not discriminate on the basis of race, color, gender, religious creed, national origin, ancestry, disability, or sexual orientation. The Public Defender Corp. encourages applications from minorities and other groups that are underrepresented in the legal profession.

Desired Class Level: Graduate/Alumni

Posting Date: May 22, 2018

Expiration Date: June 29, 2018

Contact: Daniel T. Goyette
Executive Director
719 West Jefferson Street Louisville, Kentucky 40202 United States

Resume Receipt: E-mail

Default email for resumes: adoyle@laslou.org

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Requested Document Notes: Forward (by mail or e-mail) a cover letter, resumé, transcript of law school grades, writing sample, videotaped example of advocacy in an actual or moot court litigation effort (if available), and a list of personal and professional references to:

Daniel T. Goyette
Executive Director/Chief Public Defender Louisville-Jefferson County Public Defender Corporation Advocacy Plaza
719 West Jefferson Street
Louisville, Kentucky 40202-2732

ID: 3478

Assistant Prosecuting Attorney

Randolph County Prosecuting Attorneys Office (Elkins, WV)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

FULL TIME

Assistant Prosecuting Attorney needed for a full-time, benefited position. Salary commensurate with experience. Position requires admission to practice law in the State of West Virginia, prior criminal law experience, ability to manage a high volume of cases, strong interpersonal skills, and ability to make effective decisions in a fast-paced, stressful environment. Interested persons should submit cover letter, resume, and references to: Randolph County Prosecuting Attorney's Office, Attention Michael Parker, 4 Randolph Ave., Elkins, WV 26241. Please do not call about the position. Resumes will be accepted until June 1, 2018.

Desired Class Level: Graduate/Alumni

Posting Date: May 17, 2018

Expiration Date: June 1, 2018

Contact:

Teena Swick
Circuit Court Coordinator
4 Randolph Avenue, 2nd Floor Annex Elkins, West Virginia 26241 United States

Resume Receipt: Other (see below)

How to Apply:

Interested persons should submit cover letter, resume, and references to:
Randolph County Prosecuting Attorney's Office, Attention Michael Parker
4 Randolph Ave., Elkins, WV 26241

Additional Documents: Cover Letter

ID: 3473

General Counsel

West Virginia Higher Education Policy Commission and Community and Technical College System of West Virginia (Charleston WV)

Position Type: Full-time**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Description:**

POSITION ANNOUNCEMENT

The position serves the West Virginia Higher Education Policy Commission (Commission) and the West Virginia Council for Community and Technical College Education (Council) whose offices are located at 1018 Kanawha Boulevard, East, Charleston, West Virginia.

Position Title: General Counsel

Classification: Full Time, Non-Classified, Exempt, Benefits-Eligible

Date: May 7, 2018

Overview: The West Virginia Higher Education Policy Commission (Commission) and the West Virginia Council for Community and Technical College Education (Council), two multi-campus, statewide systems, are seeking nominations and applications for the position of General Counsel. The General Counsel serves as chief legal officer, providing legal services to both the Commission and Council. The incumbent advocates and represents the interests of the Chancellors, as well as senior staff and others on legal matters affecting both higher education systems.

Duties and responsibilities: The General Counsel is responsible for leading the Legal Division of the Commission and Council and its team of assistant attorneys general, as well as any outside counsel that may be retained to represent the Commission, Council or affiliated institutions.

The General Counsel manages the Commission and Councils' legal representation in all litigation and administrative proceedings, with hundreds of such cases pending each year. The General Counsel provides counsel and advice concerning compliance with federal and state statutes and regulations affecting institutions of higher education and legal advice, including preventative legal services and legal representation in monitoring and resolving disputes that may lead to litigation. Subject to direction of the Commission, Council, and Executive Vice Chancellor for Administration or the Chancellors, the General Counsel is responsible for resolving all legal claims and initiating and appealing all lawsuits and administrative proceedings. The General Counsel is responsible for managing the budget of the Legal Division and may issue contracts for legal services and retain outside counsel on behalf of the Commission, Council or affiliated institutions.

Additionally, the General Counsel maintains an appropriate framework for internal control to evaluate and protect the Commission's and Council's legal interests and reduce their legal risks. The General Counsel serves as attorney to the West Virginia Higher Education Policy Commission and the Council for Community and Technical College Education in legal matters and communicates legal issues and concerns to the attention of the Commissioners, Chancellors, and senior leadership. The General Counsel serves as parliamentarian to the Commission and Council and also acts as ethics advisor. The General Counsel is also responsible for reviewing all Commission or Council resolutions and policies for form and legality.

Knowledge, skills and abilities: The ideal incumbent must have: advanced oral and written communication and comprehension skills; the ability to work collaboratively and communicate effectively with multiple and diverse constituencies, such as: faculty, staff, students, legislators, corporate partners, community leaders, the public, alumni, donors, and faculty/staff representatives; excellent organizational and time management skills and must be able to render legal advice with confidence in high-pressure and time-sensitive situations; strong supervision and management skills; strong legal research, analytical, advocacy and problem-solving skills; the ability to resolve conflicts and negotiate with others; high ethical standards with a strong commitment to legal ethics exhibited in knowledge and practice, and professional responsibility; sound judgment and professional integrity; knowledge of parliamentary procedures of the West Virginia Legislature and the bill drafting process; proven litigation and appellate advocacy experience. Education and experience: The successful candidate must possess a J.D. from an accredited law school and must be admitted to the West Virginia State Bar with license to practice law in the state of West Virginia.

Significant relevant work experience (minimum of 10 years combined) as would be obtained from:

- Substantial experience as a practicing attorney in a sophisticated environment such as a large law firm, government agency, university, or non-profit or business corporation.
- Experience in drafting and editing successful legislation.
- Significant experience as in-house representation for a complex organization dealing with compliance with state and federal regulations.
- Significant leadership experience managing the work of other attorneys and other professionals and/or in the representation of large complex and highly decentralized organizational clients with multiple stakeholder groups.
- Experience directly managing or supporting leadership in managing public policy, controversial and other high-profile issues.

Preferred Qualifications include:

- Experience in, or in depth understanding of, the higher education environment and the public sector.
- Familiarity with higher education in West Virginia.
- Understanding and appreciation of the historic role of public colleges and universities.
- Familiarity with legislative policy and procedures.
- Experience in working with lawmakers and high-level policy-makers.

Salary Range: Commensurate with education and experience.

Closing date: Priority consideration will be given to applications received on or before May 28, 2018. However, the position will remain open until filled.

Application process: Qualified candidates should submit a letter of interest, a current resume, and the names, titles, phone numbers and e-mail addresses for three professional references. Finalist candidates are subject to employment and credential verification, reference and background checks. Submit all information electronically via e-mail with "General Counsel" in the subject line to: Ms. Vickie Hairston at hepc.hr@wvhepc.edu.

Equal Opportunity Employer/Veterans/Disabled

The West Virginia Higher Education Policy Commission and the Community and Technical College System of West Virginia are equal opportunity employers. To that end, we endeavor to provide equal treatment in employment and provision of services to applicants, employees and those we serve without regard to race, color, national origin, sex, sexual orientation, gender identity, religion, age, disability or veteran status. The Commission and Council provide a collegial, respectful and inclusive environment that values the diversity, creativity and contributions of its staff.

Desired Class Level: Graduate/Alumni**Posting Date:** May 17, 2018**Expiration Date:** May 28, 2018**Contact:** Vickie HairstonHuman Resources Representative Senior
1018 Kanawha Boulevard, East , Suite 700 Charleston, West Virginia 25301 United States**Resume Receipt:** E-mail**Default email for resumes.:** vickie.hairston@wvhepc.edu**Additional Documents:** Cover Letter**ID:** 3474

TRIAL ATTORNEY (Civil Rights)

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

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

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-034 POSITION

TITLE:

TRIAL ATTORNEY

(Civil Rights)

POSITION GRADE & SERIES: LS-13/1 to 14/4 SALARY RANGE: \$96,623 – \$125,595

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

OPENING DATE: May 15, 2018 CLOSING DATE: June 5, 2018

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

WORKSITE LOCATION:

Office of the Attorney General for the District of Columbia

Public Advocacy Division Housing and Community Justice Section 441 4th Street NW Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Public Advocacy Division (PAD) of the Office of the Attorney General for the District of Columbia (OAG) is seeking an experienced civil rights attorney to help develop a program of civil rights enforcement and handle complex civil rights litigation on behalf of the District. The attorney will work in the Housing and Community Justice Section (HCJ) but will collaborate with attorneys across the Division to develop creative litigation strategies to combat discrimination and civil rights abuses.

HCJ works with community groups, tenant organizations, and District government agencies to litigate cases essential to protecting affordable housing and tenants' rights and takes legal action to address nuisance properties. It also litigates cases to protect residents from other abuses, particularly matters related to workers' rights such as wage theft. Recent enforcement actions by HCJ include several actions to secure the appointments of receivers over apartment complexes allowed to deteriorate into slum-like conditions. HCJ also regularly partners with OAG's Office of Consumer Protection (also located in PAD) to investigate or bring enforcement action against landlords that fail to provide apartments free of housing code or other defects.

In addition, PAD's Public Integrity Section brings enforcement cases against companies and individuals that engage in unlawful business activity causing harm to the public or harm to the District Government itself. For instance, the Public Integrity Section recently secured a judgment against a former board president of a non-profit that owned an affordable apartment building and was diverting funds to herself. The Public Integrity

Section has also brought cases against officers and managers of two public charter schools that were diverting funds from the schools to themselves.

The successful candidate will be responsible for developing OAG's civil rights work. The attorney will identify areas of concern to District residents for potential enforcement action, examine legal authorities available to address those concerns, design litigation strategies, and litigate civil rights cases on behalf of the District and its residents. The attorney must work independently to develop and litigate major cases, but should also work collaboratively across sections within PAD to bring multifaceted cases. The attorney will also identify potential gaps in authority and suggest legislative and policy solutions to ensure that OAG can develop a robust civil rights agenda. The successful candidate will also be charged with understanding best practices in civil rights litigation in other attorney general offices around the country and bringing those lessons to bear in developing the District's civil rights work.

QUALIFICATIONS: A minimum of five years of relevant, civil rights experience is required. The candidate should have excellent analytical, writing and litigation skills, including trial experience. The candidate must be able to work independently to develop and then litigate significant cases. The candidate should have experience developing civil rights suits and should have a creative orientation toward the law. Knowledge of the District's laws and of the civil rights concerns facing District residents is a plus.

ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) 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:** May 16, 2018**Expiration Date:** June 5, 2018**Contact:** Ms. Arlyntha Love

Program Support Assistant

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

Resume Receipt: E-mail**Default email for resumes.:** Arlyntha.Love@dc.gov**Additional Documents:** Cover Letter, Writing Sample**ID:** 3472

Staff Attorney

West Virginia School Service Personnel Association (Charleston, WV)

Position Type: Full-time

Practice Area(s): Education/School, Employee Benefits, Employment, Labor

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

LEGAL SERVICES STAFF ATTORNEY

This staff member's duties embrace activities that concern members primarily in the areas of legal service and grievances. Through the services of this staff member, it is anticipated that the organization will bring our members a high degree of mental and financial security for members and their dependents. These areas of work and the responsibilities as follows:

Legal Aide and Grievances

Assists the executive director in the investigations of cases calling for legal assistance and help in all forms of grievances.

Procuring Information

Procures, maintains and becomes a source of information regarding school law, legal interpretations, court cases, Attorney General opinion's, school board policies, State Board regulations and any other materials that would enable our organization to provide vital and accurate information to members. Also, this collection and storage of facts and knowledge will aid our organization in drafting bills for legislation, preparing cases for court action and appearing before county and state hearing examiners in grievance cases.

Maintaining Files

Maintain detailed files on active and closed cases of members requiring legal and grievance assistance.

Legislation

This staff member shall assist in preparing bills for the legislature and participate in activities aimed at the successful passage of legislation.

Field Services

Several of the duties discussed require field services. To help the Association to carry out its program effectively, this staff member must work in the field through a carefully planned schedule in order to provide legal aid and grievance assistance for members. Also, this staff member works with local associations, giving and collecting information and reactions for better building of our programs.

And any and all other duties that shall be assigned by the executive director.

Desired Class Level: Graduate/Alumni

Posting Date: May 14, 2018

Expiration Date: June 15, 2018

Salary Range: 50,000 - 59,999

Contact: Mr. Joe White
Executive Director
1610 Washington Street Charleston, West Virginia 25311 United States
<http://www.wvsspa.org>

Resume Receipt: E-mail

Default email for resumes.: jmallory@wvsspa.org

ID: 3471

Political Affairs Internship

The Borgen Project

Position Type: Internship

Practice Area(s): All Practice Areas

Description:

The Borgen Project is an innovative, national campaign that is working to make poverty a focus of U.S. foreign policy.

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.

- 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.

Qualifications:

- 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.

Start Date: New programs begin every month, you choose the month you wish to start.

Desired Class Level: 1L, 2L, 3L, LLM, Graduate/Alumni, Class Level

Posting Date: May 11, 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

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

Troy Law, PLLC (Flushing, New York)

Position Type: Full-time

Practice Area(s): Employment

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

Description:

TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM in Downtown Flushing, NY. We engage in aggressive litigation on behalf of blue-collar immigrant workers against employers who violate federal and state laws.

Seeking a BILINGUAL JUNIOR ASSOCIATE to support all aspects of our fast-paced business.

Primary responsibilities include research and drafting discovery requests and responses, motions, and other forms of correspondence to courts, interviewing clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions.

This position is a great opportunity for bilingual attorneys with a demonstrated interest in economic justice/ poverty alleviation.

Fluency in Chinese/ Spanish is a requirement. Admission to the NY Federal Bar is a must. (Note: Recent law graduates who have passed the bar but have not yet been admitted should apply only once they are admitted to the bar and to the district court as well.)

Requirements

Fluency in Chinese/ Spanish is a must!

Applicant must be already admitted to New York Federal District Court Bar, and preferably in the District of New Jersey as well.

An ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.

To apply, send a resume with cover letter, legal writing sample, writing sample in either Chinese or Spanish, school transcript, & list of cases in which you appeared as the attorney of record for.

Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.

Desired Class Level: LLM, Graduate/Alumni

Posting Date: May 10, 2018

Expiration Date: June 10, 2018

Contact: Ms Tiffany Troy

HR Coordinator

41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States

<http://troypllc.com>

Resume Receipt: E-mail

Default email for resumes.: recruit@troypllc.com

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

ID: 3464

Corporate and Commercial Affairs Counsel

Daimler (Germany)

Position Type: Full-time

Geographic Preference: Unknown

Description:

Job Description
 Corporate and Commercial Affairs Counsel
 Description
 About Us:

Daimler North America Corporation holds direct or indirect equity in Daimler AG subsidiaries in the US and manages Daimler CanadaFinance Inc. (DCFI) in Canada. Daimler's Treasury USA/Canada group accesses the capital markets to raise funds for the DaimlerGroup utilizing Commercial Paper, Asset-Backed Securities (ABS), EMTNs and Private Placement programs. It maintains an in-housecash management system and manages risk through foreign exchange and interest rate risk management products.

The DNAC Legal team has a central coordinating role for many of the overarching (legal) activities relevant to DAG's North American subsidiaries. Part of this role consists of assisting Daimler's Treasury USA/Canada group when it accesses the capital markets to raise funds for the DAG Group.

Job Overview:

Achieve successful resolution of the legal issues for DNAC with respect to DNAC's business activities and successfully performing the central coordinating role of the DNAC Legal team.

Responsibilities:

Prepare, draft, and analyze contracts and contract terms related to a variety of corporate, customer, vendor, commercial, financial and transactional matters to protect DNAC's legal and business interests.
 Ensure the effective and successful performance of the (coordinating) DNAC Legal function as US (direct or indirect) parent company of DAG's subsidiaries in North America.
 Ensure protection of DNAC's commercial rights through negotiating and drafting agreements.
 Ensure that DNAC departments and DNAC's relevant subsidiaries are properly informed of legal issues and (DAG) policies relating to their activities by consultation and communication and maintenance of sufficient familiarity of: antitrust, employment, contract, regulatory compliance, and data privacy and data security laws.
 Ensuring with respect to controllable cost, compliance with annual operating budget by monitoring overtime and reviewing and approving outside counsel costs.
 Provide legal support with respect to complex financial and mergers & acquisitions (M&A) transactions including contract interpretation, attending and leading meetings, drafting and responding to time sensitive requests regarding financial market or M&A transaction documentation.
 Deliver trainings on legal topics and (DAG) policies relevant to the business, and advise business on legal trends and developing areas of law.

Qualifications

Bachelor's Degree (accredited school) and Juris Doctor degree (law degree)

1-3 years work experience and Admission to the State Bar, preferably Michigan

Additional Skills:

Strong understanding of corporate governance issues and contractual legal principles.
 Transactional training in a large law firm is preferred.
 In-house experience with complex and international contractual agreements is also highly desired.
 Ability to provide support, advice and provide legal counsel regarding specific transactions, including editing, drafting, negotiating and legal research.
 Ability to work in an organized, efficient manner: must work well with minimal supervision and have excellent interpersonal and communication skills.
 Detail oriented, capable of handling heavy, multi-layered globally operating international client, and be extremely responsive to tight turn around schedules for many transactions in various stages of development.
 Excellent communication and writing skills.
 Knowledge of fundamental business practices, concepts and techniques to protect and preserve assets and/or minimize loss.
 Knowledge of laws, legal codes, precedents and government regulations related to corporate governance principles, corporate and commercial contracts, data protection and –security and privacy.
 The successful candidate will demonstrate a willingness and ability to personally engage on projects, drive solutions and "hold the pen" on contract drafting and negotiating.
 Comprehensive knowledge of various areas of the law and their application to day-to-day business activities.
 Ability to understand and communicate (global) company policies to employees and third parties.
 Ability to effectuate (strategic) corporate litigation objectives.
 Ability to develop and maintain good working relationships.
 Excellent organizational and time management skills to meet specified time requirements.
 Good knowledge of company product activities, structure and third party relations - or the willingness and interest to quickly obtain such knowledge.

Additional Information:

Must be able to work flexible hours/work schedule

Require valid driver's license

Travel domestically

Work weekends when required

Applicants must be legally authorized to work in the U.S. at the time of application. Relocation assistance will not be provided for this position.

If you were not re-directed successfully after clicking the "Apply for this job" button, please click the following link to search and apply for the role on the local career portal: <https://daimler.taleo.net/careersection/ex/jobsearch.ftl>

Daimler North America Corporation offers competitive salary commensurate with experience and a full suite of benefits including 401(K) with match, generous vacation and personal time, performance-based bonuses, a Mercedes-Benz car program and more.

EEO/Minorities/Females/Disabled/Veterans

#LI-JM2

Desired Class Level: Graduate/Alumni

Posting Date: May 10, 2018

Expiration Date: May 31, 2018

Contact: Daimler
 70327, Non-US Germany

Resume Receipt: E-mail

Default email for resumes.: dialog@daimler.com

ID: 3462

Corporate Counsel - Real Estate

American Eagle (Pittsburgh PA)

Position Type: Full-time

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

Description:

Corporate Counsel - Real Estate
NEW
United States, Pennsylvania, PITTSBURGH, 77 Hot Metal
Legal
189466

Apr 12, 2018

Review, prepare and negotiate real estate leases, agreements and related documents in support of multi-national omni-channel retailer.

RESPONSIBILITIES:

Assist with preparation, review and negotiation of leases for store locations
Prepare, review and negotiate related documentation, including agreements related to renewals, rental concessions, storage, termination and other amendments and general correspondence
Assist operational personnel and other cross-functional partners with real estate issues and questions (i.e. - lease interpretation)
Assist associate General Counsel with lease administration oversight and other process improvement project management
Review and negotiation of estoppel and subordination, non-disturbance agreements
Perform other duties as assigned

AUTHORITY:

To negotiate binding documents on behalf of the Company

QUALIFICATIONS:

JD from accredited law school
Member in good standing of Pennsylvania Bar
Excellent verbal and written communication skills: word Processing skills including Microsoft XP, LA8 and Cognos
Ability to work independently in a fast-paced, relationship-driven, team environment
1-3 years of commercial leasing experience preferred

Desired Class Level: Graduate/Alumni

Posting Date: May 10, 2018

Expiration Date: May 31, 2018

Contact: American Eagle
Pittsburgh, Pennsylvania United States

Resume Receipt: Other (See below)

How to Apply: <https://ae.referrals.selectminds.com/jobs/corporate-counsel-real-estate-14125?et=10t2Yyoit>

ID: 3463

Experienced Wage and Hour Attorney (Flushing, New York)

Troy Law, PLLC (Flushing, New York)

Position Type: Full-time

Practice Area(s): Employment

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

Description:

TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM located in downtown Flushing, NY. Seeking an EXPERIENCED EMPLOYMENT LAW LITIGATION ASSOCIATE.

Primary responsibilities include managing and assigning cases to Junior associates, directing the researching and drafting of discovery requests and responses, motions, and other forms of correspondence to courts, supervising intakes of clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions.

This position is a great opportunity for attorneys with a demonstrated interest in employment wage-and-hour law.

Requirements:

• Candidates must have at least two (2) years of relevant TRIAL experience in wage-and-hour and employment discrimination law before US district courts;

• who is Admitted in New York Federal Bar for at least one (1) year, and preferably in New Jersey;

• The ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.

• Ability to speak Chinese and/or Spanish preferred, but not required.

To apply, send a resume with writing sample, cover letter, school transcript, & list of cases in which you appear as the attorney of record. Please apply only if you meet all of the requirements above.

Summarize your Employment Law Trial Experience in a Table Format with the following pertinent information:

• Complaint Filing Date;

• Court;

• Index Number;

• Brief Description of Nature of Case (Wage-and-Hour or Employment Discrimination, including whether the case is a class-action case); and

• Your involvement in the case (in intake, computation of damages, motion drafting, and other pertinent information).

All your information will be kept confidential.

Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.

Desired Class Level: LLM, Graduate/Alumni

Posting Date: May 10, 2018

Expiration Date: June 10, 2018

Contact: Ms Tiffany Troy

HR Coordinator

41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States

<http://troypllc.com>

Resume Receipt: E-mail

Default email for resumes.: recruit@troypllc.com

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

ID: 3465

Law Clerk

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

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

A law clerk position is opening up with The Honorable Judge Susan B. Tucker (17th Circuit - Morgantown). Interested applicants should submit a cover letter, resume and writing sample as soon as possible to Judge Tucker's office: 243 High St # 335, Morgantown, WV 26505.

Desired Class Level: 3L, LL.M, Graduate/Alumni

Posting Date: May 10, 2018

Expiration Date: June 29, 2018

Contact: Susan B. Tucker

Judge

243 High St # 335 Morgantown, West Virginia 26505

Resume Receipt: E-mail

Default email for resumes.: Susan.tucker@courtswv.gov

Additional Documents: Cover Letter, Writing Sample

ID: 3461

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

Troy Law, PLLC (Flushing, New York)

Position Type: Internship**Practice Area(s):** Bankruptcy, Employment, Immigration/Refuge, Labor**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:**

Gain hands-on legal experience in a friendly, fast-paced, 25-year-old boutique law firm with experienced attorneys and collegial staff by applying to the: 3-Month Legal Internship.

The internship program is offered in our bustling downtown Flushing, where we conduct a diverse practice specializing in WAGE AND HOUR (EMPLOYMENT) LAW. Our GENERAL PRACTICE also includes:

1. REAL ESTATE transactions;
2. IMMIGRATION -- Family & Employment-based;
3. MATRIMONIAL -- Contested & Un-contested;
4. CORPORATION -- Incorporating, Stock Subscription & Acquisition;
5. BANKRUPTCY -- Chapter 7, 13 & 11;
6. COMMERCIAL LITIGATION--IP; and
7. PERSONAL INJURY -- City, State & Federal Courts.

Successful candidate(s) will gain experience in all aspects of LITIGATION PRACTICE under direct attorney supervision and will receive training in:

1. Drafting Complaints, Answers, Affirmative Defenses & Counterclaims;
2. Conducting Discovery, such as Automatic Disclosures, Interrogatories, Requests for Document Production, Deposition Appearance;
3. Writing Legal Memos on Motions for Summary Judgment, Motions to Dismiss, Temporary Restraining Orders, PI, Attachment;
4. Preparing Trial Notebook, Pre-trial Order, Jury Instructions, Voir Dire, Motion in Limine, Evidentiary Hearing & Trial;
5. Training in ECF, PACER, NYSCEF for Fed, State and Bankruptcy;
6. Interviewing Clients, Court Appearances; and
7. Working with government agencies.

EXCELLENT TRAINING for

- Recent law school graduate or law student looking to obtain crucial experience in above specialty work in a competitive market or to apply to future careers,
- New attorney, awaiting admission, pending bar result
- February 2016 Bar Exam Takers and/or a
- Rookie attorney from a foreign state with limited knowledge about NY/Fed practice.

Fellow interns have been recent graduates of top law schools across the nation including Harvard, Yale, University of Pennsylvania, University of Virginia, Columbia, NYU, Fordham, Cornell, Boston, Vanderbilt, Emory and Tulane Law Schools.

An intern can also receive academic credit under school program for an Internship, Externship, OPT, or 50 hours of Pro Bono, and a letter of recommendation upon request and successful completion.

Those interested in litigation practice, including the opportunity to conduct a trial at the back end of the initial term are strongly encouraged to apply.

Apply with a cover letter, resume, writing sample, and school transcript. Fluency in Mandarin Chinese and/or Spanish is a plus and should be noted on the cover letter, but is by no means required.

Please note that successful candidates must be available for an in-person interview in Flushing, Queens. The scheduling is flexible.

Desired Class Level: 1L, 2L, 3L, LLM, Graduate/Alumni, Class Level**Posting Date:** May 10, 2018**Expiration Date:** June 10, 2018

Contact: Ms Tiffany Troy
HR Coordinator
41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States
<http://troypllc.com>

Resume Receipt: E-mail**Default email for resumes.:** recruit@troypllc.com**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample, Other Documents**ID:** 3466

Assistant Deputy (Child Support Services Division)

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

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

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-031 POSITION

TITLE:Assistant Deputy
(Child Support Services Division)
POSITION GRADE & SERIES: LX-1 SALARY RANGE: \$135,000 – \$150,000

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

OPENING DATE: April 30, 2018 CLOSING DATE: May 21, 2018

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

WORKSITE LOCATION:Office of the Attorney General for the District of Columbia
Child Support Services 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: This position is located in the Office of the Attorney General (OAG), Child Support Services Division (CSSD). The CSSD is responsible for elevating the well-being of children and the self-sufficiency of families by delivering first-rate child support services that help parents meet the financial, medical, and emotional needs of their children.

The Assistant Deputy works under the supervision of the Deputy Attorney General of the Child Support Services Division who also holds the title Director, IV-D Program. The Assistant Deputy serves as the Deputy's alter ego and directs the activities of approximately 200 employees. The IV-D program is established pursuant to Title 4, Part D of the Social Security Act (42 U.S.C. § 651) and is the District's federally required program which provides parentage support and enforcement services. The Assistant Deputy independently plans, organizes, and discharges his/her duties, exercises broad authority for the overall direction, development, administration and management of CSSD's daily operations and consults with the Deputy on policy issues.

Major responsibilities include but are not limited to:

- 1) Managing program operations and staff for efficiency and effectiveness of service; identifying barriers to quality services.
- 2) Preparing reports designed to resolve problems; directing new policy, program modifications or organizational clarity necessary to improve effectiveness of the child support enforcement delivery system.
- 3) Assessing CSSD legal mandates; interpreting and overseeing technical training; consulting with CSSD staff on standards and regulatory requirements; and developing an appropriate evaluation process to monitor and/or determine compliance with various provisions;
- 4) Acting as principal liaison with Federal and other District agencies on legislative matters relating to the child support enforcement system; coordinating the review and development of legislation relating to CSSD's programs and services; facilitating the development of testimony for presentation before the Council and Congress and responding to legislative questions impacting CSSD and the Office of the Attorney General.
- 5) Developing the annual budget and multi-year plan to implement the most cost-effective and beneficial strategies to accomplish the mission of CSSD, and to assure that a system for reporting and accountability is established and implemented;
- 6) Developing partnerships with representatives of other District agencies, judicial agencies, civic associations, schools and the business communities to effectively administer the child support enforcement program;
- 7) Representing the Deputy on committees or boards, task forces and meetings with professional societies and organizations, interpreting policy initiatives, goals and objectives;
- 8) Monitoring the automated data processing systems for CSSD; overseeing system-generated data used in federal reports and annual data reports; developing data relative to current and long-range administrative goals, organizational changes, utilization of funds and manpower, management controls, utilization of equipment and space, and professional requirements and interrelations with the OAG and with outside agencies;
- 9) Planning, directing, coordinating and administering CSSD programs through staff; establishing performance standards; and formulating overall plans for personnel, equipment, space, operating procedures, and training.

QUALIFICATIONS: The candidate must have managerial experience; knowledge of the federal and local laws and regulations governing the District's child support program; demonstrated ability to administer contracts; experience in budgeting and reporting; excellent presentation and people skills; and demonstrated ability to form and cultivate relationships with labor unions.

ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) resumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.

NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

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

Desired Class Level: Graduate/Alumni**Posting Date:** May 9, 2018**Expiration Date:** May 21, 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:** 3457

Associate

Shaw & Shaw, L.C. (Point Pleasant, WV)

Position Type: Full-time

Practice Area(s): Criminal - Defense, Estate Planning & Probate, Litigation, Negligence & Personal Injury, Real Property, Zoning & Land Use

Description:

We are looking for a candidate who is a good fit for our group dynamics, including exhibiting strong ethics, organizational skills and compassion for others. The successful applicant must have the demonstrated ability of working independently and handling a demanding case load. Law degree and WV Bar admission required. Prefer a minimum of 3 years experience as an attorney in areas of domestic cases, criminal cases, and civil disputes. An Associate will be under direct supervision of experienced attorney; perform entry level professional legal work in the office and perform a variety of duties involved in the legal processes of the office. Salary based upon experience.

Desired Class Level: Graduate/Alumni

Posting Date: May 9, 2018

Expiration Date: May 30, 2018

Contact: R Michael Shaw, Jr.
610 Main Street Point Pleasant, West Virginia 25550 United States

Resume Receipt: E-mail

Default email for resumes: shawshawlaw@gmail.com

Additional Documents: Cover Letter

Requested Document Notes: Please provide 3 references.

ID: 3455

Attorney

Legal Aid of West Virginia

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Immediate opening for skilled, motivated Attorney with Legal Aid of West Virginia's Wheeling office. 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@lawwv.net by Wednesday, May 23, 2018. EOE Qualified women, minorities and people with disabilities are encouraged to apply.

Desired Class Level: Graduate/Alumni

Posting Date: May 9, 2018

Expiration Date: May 23, 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@lawwv.net

Additional Documents: Cover Letter

ID: 3456

Crime Victims Justice Corps Fellowship Program

Equal Justice Works (Washington, D.C.)

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

Crime Victims Justice Corps, a new initiative designed to increase access to civil legal assistance and enforce the rights of crime victims, will mobilize 62 Fellows and 34 law students over the two-year Fellowship period, from June 2018 to May 2020.

Fellows and law students will work at nonprofit organizations across the country:

45 Fellows will serve human trafficking survivors.

17 Fellows will serve survivors of campus sexual assault, fraud and/or identity theft, and hate crime, and immigrant victims.

34 law students will work during the summers (17 each summer), supporting the Fellows.

Fellows and law students will provide legal services, outreach, and education to address legal needs resulting from human trafficking and a variety of civil legal issues arising from victimization, such as family law, education, employment, immigration, and consumer protection, as well as enforcing crime victims' rights.

This program is supported by an \$8.8 million award from the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime, Award Number 2017-MU-MU-K131, and private funding.

The organizations listed below have been selected to host the Equal Justice Works Crime Victims Justice Corps Fellows and are currently recruiting Fellows. Links to Fellow position announcements are being posted here as they become available.

Hosting Fellows to serve human trafficking survivors:

- Administer Justice (IL)
- HIAS Pennsylvania (PA)
- Amara Legal Center (DC)
- Immigration Counseling Service (OR)
- Ayuda (DC)
- Indiana Legal Services, Inc. (IN)
- Capital District Women's Bar Association Legal Project, Inc. (NY)
- Iowa Legal Aid (IA)
- LAF (IL)
- Catholic Charities of the Archdiocese of Galveston-Houston (TX)
- Legal Action of Wisconsin (WI)
- Legal Aid Foundation of Los Angeles (CA)
- Colorado Legal Services (CO)
- Legal Aid of Western Missouri (MO)
- Connecticut Legal Services, Inc. (CT)
- Legal Aid Society of Greater Cincinnati (OH)
- Covenant House New Jersey (NJ)
- Legal Aid Society of Metropolitan Family Services (IL)
- Friends of Farmworkers (PA)
- Legal Aid Society of Orange County-Community Legal Services of Southeast Los Angeles County (CA)
- Northwest Immigrant Rights Project (WA)
- Ohio Justice & Policy Center (OH)
- Program for Aid to Victims of Sexual Assault (MN)
- Legal Services of North Florida, Inc. (FL)
- Public Law Center (CA)
- Legal Services of Northern Virginia (VA)
- Sanctuary for Families (NY)
- Los Angeles Center for Law and Justice (CA)
- South Carolina Legal Services (SC)
- Make the Road NJ/Center for Popular Democracy (NJ)
- Texas RioGrande Legal Aid, Inc. (TX)
- Thai Community Development Center (CA)
- Mid-Minnesota Legal Aid (MN)
- University of Maryland SAFE Center for Human Trafficking Survivors (MD)
- Mosaic Family Services (TX)
- National Immigrant Justice Center (IL)
- YMCA of Greater Houston dba YMCA International Services (TX)
- Neighborhood Legal Services, Inc. (NY)
- New Mexico Immigrant Law Center (NM)

Hosting Fellows to serve survivors of campus sexual assault, fraud and/or identity theft, and hate crime, and immigrant victims:

- Alaska Legal Services Corporation (AK)
- California Rural Legal Assistance (CA)
- HIAS Pennsylvania (PA)
- Indiana Legal Services, Inc. (IN)
- Iowa Legal Aid (IA)
- LAF (IL)
- Legal Aid Foundation of Los Angeles (CA)
- Legal Aid of Arkansas (AR)
- Legal Aid Society of Metropolitan Family Services (IL)
- Legal Aid Society of Orange County-Community Legal Services of Southeast Los Angeles County (CA)
- Legal Assistance of Western New York, Inc. (NY)
- Montana Legal Services Association (MT)
- Network for Victim Recovery of DC (DC)
- Tahiri Justice Center, San Francisco/Bay Area Office (CA)
- Texas RioGrande Legal Aid, Inc. (TX)
- Tzedek DC (DC)
- University of Georgia School Law, Community Health Law Partnership Clinic and Family Justice Clinic (GA)

Desired Class Level: 1L, 2L, 3L, LLM, Graduate/Alumni

Posting Date: May 9, 2018

Expiration Date: May 31, 2018

Contact: Ms. Peggy Hubble
Director of Communications & Marketing
1730 M Street, N.W. Washington, District of Columbia 20036 United States

Resume Receipt: E-mail

Default email for resumes.: phubble@equaljusticeworks.org

ID: 3460

TRIAL ATTORNEY – 3 vacancies (Child Protection Section)

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

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

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-032 POSITION

TITLE:TRIAL ATTORNEY – 3 vacancies
(Child Protection Section)

POSITION GRADE & SERIES: LS 12/2 to 13/3 SALARY RANGE: \$83,956 – \$103,063

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

OPENING DATE: May 8, 2018 CLOSING DATE: May 18, 2018

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

WORKSITE LOCATION:Office of the Attorney General for the District of Columbia
Family Services Division 200 I Street SE (4th Floor) Washington, DC 20001

NO. OF VACANCIES: Three (3)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia is seeking three trial attorneys for the Family Services Division, Child Protection Section.

Attorneys in the Child Protection Sections represent the District of Columbia on behalf of the Child and Family Services Agency (CFSA) in an attorney-client relationship in child abuse and neglect cases in the Family Court of the D.C. Superior Court. There are four Child Protection Sections and attorneys in these sections handle all aspects of child neglect litigation on behalf of the District and CFSA, from petitioning through the achievement of permanency. Attorneys are responsible for petitioning new cases alleging child abuse or neglect, propounding and/or responding to discovery, filing and/or responding to pre-trial motions, participating in mediation, preparing witnesses to testify at trial, and presenting evidence at trial.

The attorneys also represent CFSA post-adjudication with the goal of ultimately securing a safe and permanent home for children through reunification, adoption or guardianship. In the post-adjudication phase of a neglect case, attorneys are responsible for representing CFSA at review of disposition, status and permanency hearings, participating in evidentiary hearings, filing motions and responsive pleadings. In addition, the attorneys provide advice and counsel to social workers and other professionals from CFSA regarding compliance with local and federal law, participate in team meetings as necessary, and work with various multi-disciplinary team members. Attorneys simultaneously maintain a trial caseload and post-adjudication caseload.

QUALIFICATIONS: The successful candidate must have 3-7 years of experience, and must possess strong negotiation, litigation and analytical skills. A demonstrated commitment to work in the area of child welfare is preferred, but not 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:** May 9, 2018**Expiration Date:** May 18, 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:** 3458

Assistant CYS Attorney
County of Greene (Waynesburg PA)

Position Type: Full-time

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

Description:

JOB VACANCY
POSTING DATE: 05/04/2018 CLOSING DATE: 05/18/2018
POSITION: Assistant CYS Attorney
DEPARTMENT: CYS
SALARY: Negotiable based on experience

HOURS: Full time

BENEFITS: End of 90 Day Probationary Period

OVERALL OBJECTIVE OF JOB:

To provide legal advice for the Greene County Children and Youth Services management and caseworkers, and to represent Greene County Children and Youth Services in Court hearings and administrative proceedings.

ESSENTIAL FUNCTIONS OF JOB:

1. Provides legal advice and support to Greene County CYS.
2. Meets with CYS supervisors and caseworkers on a regular basis regarding pending cases.
3. Meets with the Administration regarding current issues and case management.
4. Participates in litigation as necessary; represents CYS at judicial and master's hearings and appeals, and at Pa. Department of Human Services administrative hearings and appeals.
5. Communicates with other government offices on behalf of CYS.
6. Occasionally advises and assists management on agency policy and current law.
7. Occasionally assists in the training of caseworkers and paralegals, as assigned by Administration.

OTHER DUTIES OF JOB:

1. Attends meetings, training and seminars as required.
2. Performs other job duties as required.

SUPERVISION RECEIVED:

Occasional instruction and supervision is given by the CYS Solicitor.

SUPERVISION GIVEN:

None.

WORKING CONDITIONS:

1. Works indoors in adequate office space, with adequate lighting, temperatures and ventilation.
2. Normal exposure to noise and stress and other disruptions.
3. Normal indoor exposure to dust/dirt.

PHYSICAL / MENTAL CONDITIONS:

1. Must possess the ability to present, convey and record information, explain procedures and follow instructions.
2. Must be able to sit for long periods of time throughout the work day, with intermittent periods of walking and standing.
3. Occasional periods of stooping, bending, twisting and reaching as necessary to carry out job functions.
4. Dexterity requirements range from fine manipulation of fingers/hands; to simple movement of feet/legs/torso as necessary to carry out essential job duties.
5. Sedentary work, with occasional lifting/carrying of objects with a maximum weight of up to 10 pounds.
6. Must be able to pay close attention to detail and concentrate in a moderately stressful environment.

QUALIFICATIONS:

To do this job successfully, an individual must be able to perform each essential duty satisfactorily. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

A. EDUCATION/TRAINING:

Juris Doctor required with broad law focus. Licensed to practice law in Pennsylvania.

B. WORK EXPERIENCE:

Minimum of 1-2 years of experience practicing law including trial work required with Juvenile Act, Child Protective Services Law, Adoption Act (State), Adoption and Safe Families Act (Federal) and related regulations, rules and procedures preferred.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. Must be able to speak and understand the English language and to follow oral and written instruction.
2. Must possess effective oral and written communication skills.
3. Must possess ability to function independently, have flexibility and the ability to work effectively with the public, co-workers and others.
4. Must possess ability to maintain confidentiality in regard to public and department information and records.

5. Must possess the technical knowledge of operating personal computers for on-line research, word processing, preparing legal documents and email communications.
6. Must possess the ability to make independent decisions when circumstances warrant such action.
7. Must possess the ability to organize trial plans and prepare witnesses for testimony.
8. Must possess knowledge of accepted legal practices and procedures and familiarity with Juvenile Act, Child Protective Services Law, Adoption Act (State), Adoption and Safe Families Act (Federal), Rules of Evidence, and PA Code Regulations for CYS.
9. Must possess the ability to maintain records and files accurately and in an organized fashion.

HOW TO APPLY:

Interested internal candidates should send resume to the Human Resources Department. External candidates should complete an online application at www.co.greene.pa.us.

Desired Class Level: Graduate/Alumni
Posting Date: May 7, 2018
Expiration Date: May 18, 2018
Contact: Rebecca Harris Human Resources Director, MBA BA 93 East High Street Waynesburg, Pennsylvania 15370 United States
Resume Receipt: E-mail
Default email for resumes.: bharris@co.greene.pa.us
ID: 3453

Assistant CYS Attorney
County of Greene (Waynesburg PA)

Position Type: Part-time

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

Description: JOB VACANCY

POSTING DATE: 05/04/2018

CLOSING DATE: 05/18/2018

POSITION: Assistant CYS Attorney

DEPARTMENT: CYS

SALARY: \$50.00/hr

HOURS: Part time up to 21 hours per week

OVERALL OBJECTIVE OF JOB:

To provide legal advice for the Greene County Children and Youth Services management and caseworkers, and to represent Greene County Children and Youth Services in Court hearings and administrative proceedings.

ESSENTIAL FUNCTIONS OF JOB:

1. Provides legal advice and support to Greene County CYS.
2. Meets with CYS supervisors and caseworkers on a regular basis regarding pending cases.
3. Meets with the Administration regarding current issues and case management.
4. Participates in litigation as necessary; represents CYS at judicial and master's hearings and appeals, and at Pa. Department of Human Services administrative hearings and appeals.
5. Communicates with other government offices on behalf of CYS.
6. Occasionally advises and assists management on agency policy and current law.
7. Occasionally assists in the training of caseworkers and paralegals, as assigned by Administration.

OTHER DUTIES OF JOB:

1. Attends meetings, training and seminars as required.
2. Performs other job duties as required.

SUPERVISION RECEIVED:

Occasional instruction and supervision is given by the CYS Solicitor.

SUPERVISION GIVEN:

None.

WORKING CONDITIONS:

1. Works indoors in adequate office space, with adequate lighting, temperatures and ventilation.
2. Normal exposure to noise and stress and other disruptions.
3. Normal indoor exposure to dust/dirt.

PHYSICAL / MENTAL CONDITIONS:

1. Must possess the ability to present, convey and record information, explain procedures and follow instructions.
1. Must be able to sit for long periods of time throughout the work day, with intermittent periods of walking and standing.
2. Occasional periods of stooping, bending, twisting and reaching as necessary to carry out job functions.
3. Dexterity requirements range from fine manipulation of fingers/hands; to simple movement of feet/legs/torso as necessary to carry out essential job duties.
4. Sedentary work, with occasional lifting/carrying of objects with a maximum weight of up to 10 pounds.
5. Must be able to pay close attention to detail and concentrate in a moderately stressful environment.

QUALIFICATIONS:

To do this job successfully, an individual must be able to perform each essential duty satisfactorily. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

A. EDUCATION/TRAINING:

Juris Doctor required with broad law focus. Licensed to practice law in Pennsylvania.

B. WORK EXPERIENCE:

Minimum of 1-2 years of experience practicing law including trial work required with Juvenile Act, Child Protective Services Law, Adoption Act (State), Adoption and Safe Families Act (Federal) and related regulations, rules and procedures preferred.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. Must be able to speak and understand the English language and to follow oral and written instruction.
2. Must possess effective oral and written communication skills.
3. Must possess ability to function independently, have flexibility and the ability to work effectively with the public, co-workers and others.
4. Must possess ability to maintain confidentiality in regard to public and department information and records.
5. Must possess the technical knowledge of operating personal computers for on-line research, word processing, preparing legal documents and email communications.
6. Must possess the ability to make independent decisions when circumstances warrant such action.
7. Must possess the ability to organize trial plans and prepare witnesses for testimony.
8. Must possess knowledge of accepted legal practices and procedures and familiarity with Juvenile Act, Child Protective Services Law, Adoption Act (State), Adoption and Safe Families Act (Federal), Rules of Evidence, and PA Code Regulations for CYS.
9. Must possess the ability to maintain records and files accurately and in an organized fashion.

HOW TO APPLY:

Interested internal candidates should send resume to the Human Resources Department. External candidates should complete an online application at www.co.greene.pa.us.

Desired Class Level: Graduate/Alumni
Posting Date: May 7, 2018
Expiration Date: May 18, 2018
Contact: Rebecca Harris Human Resources Director, MBA BA 93 East High Street Waynesburg, Pennsylvania 15370 United States
Resume Receipt: E-mail
Default email for resumes.: bharris@co.greene.pa.us
ID: 3454

• **Staff Attorney I – Job # 61321BR**
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Staff Attorney I – Job # 61321BR
DPA Trial Office

Somerset, Kentucky (Pulaski County)

Application Deadline: 5/11/2018

Job Description for Trial office Staff Attorney I:

Represents indigent criminal defendants in misdemeanor and juvenile cases vigorously, effectively, ethically, and with integrity. Conducts client interviews and maintains notes and records of pertinent case facts sufficient to provide proper client representation. Researches legal issues and writes clear, concise motions. Obtains knowledge of the case through discovery and investigation sufficient to make a decision regarding disposition. Develops a theory of the case that is consistent with the facts and the law. Willing to try appropriate cases. Duties are performed primarily in both office and courtroom settings. Travel is required.

Agency Description:

The Kentucky Department of Public Advocacy (KDPA), an independent agency within the Executive Branch of Kentucky State Government, provides legal defense services to Kentucky's indigent accused of criminal offenses.

Special Requirements :

- Applicant must be licensed to practice law in the Commonwealth of Kentucky or comply with SCR 2.111 Limited Certification of Admission to practice or SCR 2.112 Attorney participants in defender or legal services programs.

- Experience in Criminal Defense is a plus.

- Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison - Rape Elimination Act, 28 C.F.R. 115.17 and 115.317.

Salary:

(MIN-MID) \$38,770.08 - \$51,361.20 yearly at 37.5 hour work week

NOTE: Be sure to enter bar number and state in the "licensing and certification" section of the application. Those licensed in another state may apply for the Kentucky Limited License enabling them to practice in Kentucky up to 18 months, during which time they must take and pass the Kentucky bar exam.

How to apply:

Go to: <https://careers.ky.gov>

Hit "Search for Jobs": Type either the Job number or "Attorney"

Please also contact the agency's recruiter: Patti.Heying@ky.gov

Patti Heying, Recruiter

Kentucky Dept. of Public Advocacy

Phone: (502) 782-3510

www.dpa.ky.gov

Desired Class Level: Graduate/Alumni

Posting Date: May 4, 2018

Expiration Date: May 11, 2018

Contact: Patti Heying

Recruiter

5 Mill Creek Park Frankfort, Kentucky 40601 United States

Resume Receipt: E-mail

Default email for resumes.: Patti.Heying@ky.gov

ID: 3451

• **Staff Attorney I – Job # 61347BR**
Kentucky Department of Public Advocacy (Kentucky)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Staff Attorney I – Job # 61347BR
Adult Post-Conviction Branch
LaGrange, Kentucky (Oldham County)
Application Deadline: 5/12/2018

Job Description for Post-Conviction office Staff Attorney I:

The caseload includes both state and federal post-conviction litigation. DPA's Post-Conviction attorneys litigate in a diverse and varied array of settings, from civil execution challenges to state and federal post-conviction cases, to DNA and other "innocence" claims. Non-capital post-conviction cases can raise a variety of issues, from the fairness of sentencing procedures to ineffective assistance of counsel. All meritorious cases are expected to be thoroughly investigated and pursued from initial appearance until completion of the case, and through federal habeas corpus where available. Duties are performed primarily in both office and courtroom settings. Travel is required

Agency Description:

The Kentucky Department of Public Advocacy (KDPA), an independent agency within the Executive Branch of Kentucky State Government, provides legal defense services to Kentucky's indigent accused of criminal offenses.

Special Requirements :

- Applicant must be licensed to practice law in the Commonwealth of Kentucky or comply with SCR 2.111 Limited Certification of Admission to practice or SCR 2.112 Attorney participants in defender or legal services programs.
- Experience in Criminal Defense is a plus.
- Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison - Rape Elimination Act, 28 C.F.R. 115.17 and 115.317.

Salary:

(MIN-MID) \$38,770.08 - \$51,361.20 yearly at 37.5 hour work week

NOTE: Be sure to enter bar number and state in the "licensing and certification" section of the application. Those licensed in another state may apply for the Kentucky Limited License enabling them to practice in Kentucky up to 18 months, during which time they must take and pass the Kentucky bar exam.

How to apply:

Go to: <https://careers.ky.gov>

Hit "Search for Jobs": Type either the Job number or "Attorney"

Please also contact the agency's recruiter: Patli.Heying@ky.gov

Patli Heying, Recruiter

Kentucky Dept. of Public Advocacy

Phone: (502) 782-3510

www.dpa.ky.gov

Desired Class Level: Graduate/Alumni

Posting Date: May 4, 2018

Expiration Date: May 12, 2018

Contact: Patli Heying
Recruiter
5 Mill Creek Park Frankfort, Kentucky 40601 United States

Resume Receipt: E-mail

Default email for resumes.: Patli.Heying@ky.gov

ID: 3452

ASSISTANT DIRECTOR FOR CAREER DEVELOPMENT

Michigan State University College of Law (Michigan)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Assistant Director for Career Development

The Michigan State University College of Law Career Services Office has an immediate opening for an Assistant Director for Career Development.

the Career Services Office (CSO)

The mission of the CSO is to equip all MSU Law students and alumni to achieve professional fulfillment and success. To accomplish this, CSO assists students with exploring and identifying professional opportunities, building relationships with alumni and employers, developing and perfecting application materials, and establishing a professional social media presence. The CSO also markets the talents of MSU Law students to a wide range of private, government, and public interest employers; engages faculty and alumni in support of its mission; and continues to develop an ambitious program directed at expanding job opportunities throughout the country through on and off-campus recruitment programs and other initiatives.

The CSO includes three to four attorney-advisers, two management-level administrators, and one part-time administrative assistant. The Office works closely as a team to provide superior service to our students, alumni, and employers.

Duties and Responsibilities

The Assistant Director reports to the Assistant Dean for Career Development and assists the CSO team in providing comprehensive professional development, career planning, and career advising services. Specifically, the Assistant Director:

- advises students and graduates, including advising them about strategies for attaining their professional goals and informing them about resources and programming
- reviews and edits students' and graduates' resumes, LinkedIn profiles, cover letters, and other application materials
- conducts mock interviews and works with students and graduates to develop and enhance their networking skills
- assesses student progress toward attaining post-graduate employment and proactively provides assistance to address potential obstacles
- conducts one-on-one outreach to students and graduates to improve engagement with the CSO
- collaborates with faculty, alumni, and colleagues to identify internship, externship, and other employment opportunities for students and recent graduates
- helps develop and conduct professional-development programming for students and alumni
- effectively and consistently uses social media as a career- and professional-development tool
- assists with the collection of data, including about externships, internships, on-campus interviews, employment opportunities, and employment results
- monitors current legal-industry trends and developments
- proactively maintains an expanding legal-industry network
- participates in professional organizations and attends professional conferences, workshops, seminars, and conventions to stay current with best practices and the legal industry

Qualifications

The successful candidate will have the ability to:

- network and build relationships
- develop rapport with students, alumni, faculty, staff, and employers
- work with a diverse community
- work independently and collaboratively in a team
- handle multiple projects, balance priorities, and utilize time management skills
- develop systems to improve the efficiency, effectiveness, and quality of services provided to students, alumni, faculty, and employers

In addition, the successful candidate will preferably have:

- strong technology, data-management, and analytical skills
- excellent oral and written communication skills
- knowledge of legal-industry career options, recruiting practices, job market, employment trends, and professional development practices
- involvement in professional legal organizations
- the desire to assist individuals with professional development

minimum requirements

- Juris Doctor from an ABA accredited law school; and either
- 1 to 3 years' experience in higher education career development or the legal field; or
- an equivalent combination of education and experience

ABOUT MICHIGAN STATE UNIVERSITY COLLEGE OF LAW

This is an important moment in time for the College of Law as it reflects back on its unique 126-year history and at the same time, looks forward – with great optimism– to its promising future. The College of Law is a dynamic, student-centered academic community. The College of Law offers a legal education that challenges students' intellect, broadens their experiences, and prepares them for successful and rewarding careers. The College is dedicated to providing a learning environment where students acquire the professional skills and ethical grounding needed to become excellent advocates, stalwart members of the bar, and leaders in their communities. With a new strategic plan and renewed curriculum in place, MSU Law is poised to reach a higher level of sustained excellence.

MSU College of Law is perfectly situated in the heart of a Big Ten university, just minutes from the state capitol and in close proximity to Detroit, Grand Rapids and Chicago.

The student body is made up of approximately 750 J.D. students and 80 students enrolled in various Master of Laws and Master of Jurisprudence programs. Approximately 50 percent of the students in the J.D. program are from Michigan, 45 percent are from states outside of Michigan, and 6 percent are international students.

Additional information regarding MSU College of Law can be found at law.msu.edu.

Applications

Desired Class Level: 3L Graduate/Alumni

Posting Date: May 3, 2018

Expiration Date: May 11, 2018

Contact: Deborah Almasy
Manager of Office Administration & Technology
Michigan United States

Resume Receipt: Other (see below)

Default email for resumes.: almasydeborah@law.msu.edu

How to Apply: Application review will begin immediately, and will continue until the position is filled. For best consideration, applications should be submitted by May 11, 2018. Email cover letter and resume to MSU College of Law Human Resources: HR-Operations@law.msu.edu.

Salary is competitive with those at similarly situated institutions. Michigan State University College of Law provides a very attractive benefits package.

Michigan State University College of Law is an Affirmative Action/Equal Opportunity Employer. The Law College does not discriminate on the basis of race, color, genetic information, gender, gender identity, religion, national origin, political persuasion, sexual orientation, marital status, disability, height, weight, veteran status, age or familial status.

The Law College actively encourages applications from underrepresented ethnic populations, women, veterans, person defined under the ADA and the LGBT community.

ID: 3449

Associate

Schrader Companion Duff & Law, PLLC.

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Schrader Companion Duff & Law, PLLC., a well-established general practice firm in Wheeling, WV., seeks graduating 3Ls, and recent graduates, for an associate position.

For more information about the firm see <http://www.schraderlaw.com/>

Desired Class Level: 3L, Graduate/Alumni

Posting Date: May 3, 2018

Expiration Date: May 14, 2018

Contact:

Ms. Sandra K. Law
Member
401 Main Street Wheeling, West Virginia 26003

Resume Receipt: Other (see below)

How to Apply: APPLY VIA RESUME BOOK!

Please drop your resume in the Symplicity resume book entitled "Schrader Companion Duff & Law, PLLC." for consideration. Deadline is Monday, May 14.

To upload your resume:

Log in to your Symplicity account

Select "Documents"

Select "Opt-in Books"

Then select "Schrader Companion Duff & Law, PLLC."

Finally, add your resume

ID: 3450

HARRITY – PATENT ASSOCIATE TRAINEE PROGRAM (Fairfax - VA)

Harrity & Harrity, LLP (Fairfax, VA)

Position Type: Full-time

Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description:

Harrity & Harrity is hiring for its successful training program for new patent attorneys who are looking for an opportunity to begin a career at a patent law firm and prove that they have what it takes to be a full-time patent associate. We provide in-depth training in patent application drafting with the potential to become a full-time associate with our firm. This is a temporary paid position with our firm for about six (6) months, during which time, you will be trained in the skills that are needed to prepare high quality patent applications for Fortune 500 companies. Should you successfully complete the training program, there is a strong possibility that you would be offered a full-time associate position with our firm.

What we offer:

- Life/Work balance – work where you want, when you want, and how much you want
- Ample, steady preparation and prosecution work from a mix of leading electrical and mechanical technology companies
- Excellent compensation package that is production-based, and includes comprehensive benefits
- Opportunity for client counseling through direct client interaction, as all clients are firm clients
- Opportunity for career growth/development including training in business development and client management
- Innovative firm culture including cutting edge technology, collaborative work environment, and dedicated support team

Who You Are

- You have excellent writing skills
- You have a JD and have passed a state bar
- You have a BS or MS in EE, ME, Computer Science, Physics, or equivalent fields
- You have excellent communication skills
- You have a great eye for detail
- You love winning
- You are a great teammate
- You love making clients happy
- You have a positive attitude
- You love learning

To qualify for this position, you MUST be able to write well. Also, you MUST have a J.D., have passed a bar or are awaiting bar results, and have either a B.S. or M.S. in electrical engineering, computer science, mechanical engineering, or physics. We will consider other similar technical degree backgrounds. Being registered to practice before the USPTO is a plus.

Desired Class Level: 3L, LL.M, Graduate/Alumni

Posting Date: May 3, 2018

Expiration Date: June 8, 2018

Contact: Jazmine Hitt

11350 Random Hills Road, Suite 600 Fairfax, Virginia 22030 United States

Resume Receipt: Other (see below)

Default email for resumes.: pat@harrityllp.com

How to Apply: pat@harrityllp.com

Additional Documents: Cover Letter

ID: 3445

Koch Associate Program (KAP)

Charles Koch Institute

Position Type: Full-time

Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description:

The Koch Associate Program (KAP) is a year-long program that offers professionals the opportunity to gain paid, full-time work experience. Roles are available in a variety of fields within think tanks, policy institutes, and other non-profit organizations. We encourage applicants from all disciplines, as well as those with advanced degrees. Areas of focus include:

- A. Policy and research analysis.
- A. Communications and public relations.
- A. Marketing and digital media.
- A. Operations and technology.
- A. Development and fundraising.
- A. Graphic design and video production.
- A. External Relations and coalition building.
- A. Human resources.

Work in Washington, DC, or in the States - Through KAP, participants are selected by a partner organization in the Washington, DC area or by a partner organization in their state and attend weekly professional development sessions online or in-person at the Charles Koch Institute in Arlington, Virginia. Additionally, participants will also attend three networking summits in Washington, DC, throughout the year, enabling participants to build a cross-country network of talented individuals. The Charles Koch Institute admits applicants of any race, color, national or ethnic origin, we are an equal opportunity employer M/F/D/V. Degree not required. Candidates are expected to have a strong desire to develop professionally and a commitment to limited government and individual liberties.

By [submitting your resume], you understand that the information you provide may be used by the Charles Koch Institute in accordance with its terms of use and privacy statement. We look forward to providing you with future updates about the Charles Koch Institute's educational programs.

About the Charles Koch Institute

For more than two decades, Charles G. Koch has given professionals and students opportunities to turn the passion for liberty into careers through professional education programs. During 2016, approximately 650 people completed one of the programs and there are currently nearly 3,700 alumni.

Desired Class Level: Graduate/Alumni

Posting Date: May 3, 2018

Expiration Date: June 9, 2018

Contact: Alexandra Stevens
Talent Outreach Specialist
1320 North Courthouse Road Arlington, Virginia 22201 United States

Resume Receipt: Other (see below)

How to Apply: https://www.charleskochinstitute.org/educational-programs/application-process/?tfa_dbWorkflowId=3&tfa_dbWorkflowStep=0&tfa_dbWorkflowControl=9b2a9c76e67d75c2930fda17f4c22850&utm_source=onestop&utm_campaign=edu_Ad&utm_medium=digital&utm_content=20171003_KAP&tfa_347=701C0000000se2O

ID: 3447

Senior Associate General Counsel West Virginia University - 07270

WVU General Counsel's Office (Morgantown, WV)

Position Type: Full-time

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Senior Associate General Counsel 07270
Description

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:

Provide direct policy-making input and advice on matters of substantial magnitude related to critical University activities, policy questions and operation procedures and, as needed, draft, modify, or review institutional policies, procedures, and practices.
 Assist the University, WVURC and UIC, and support staff assigned to the University, WVURC and UIC, for federal, state, and industry sponsored contract and research grant solicitation, negotiation, administration, and compliance.
 Review, draft, and negotiate contracts on behalf of the University, WVURC, and UIC.
 Provide advice and counsel on research related activities engaged in by the University, WVURC, and UIC, including, but not limited to federal, state, or administrative agency research and contract compliance issues, industry clinical research, and conflict of interest.
 Provide, under supervision of GC, high quality advice to the Board on legal matters affecting the University, WVURC, and UIC.
 Provide advice and assist in the negotiation and review of matters pertaining to acquisitions, public-private partnerships, strategic alliances, large-scale contracts and other commercial transactions and relations relating to the University, WVURC, and UIC corporate transactions.
 Provide advice on issues related to the Family Educational Rights and Privacy Act (FERPA), the West Virginia Freedom of Information Act (WV FOIA), Family Medical Leave Act (FMLA), the Americans with Disabilities Act (ADA), and/or the Health Insurance Portability and Accountability Act (HIPAA).
 Conduct legal research and draft memoranda.
 All other duties as may be assigned from time to time by the GC.

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
Contact: Stephanie Taylor 105 Stewart Hall Morgantown, West Virginia 26506-6201
Resume Receipt: Other (see below)
How to Apply: Apply via: https://careers.wvu.edu/career-opportunities
ID: 3443

Staff Attorney- Adult Project

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

Position Type: Full-time

Geographic Preference: South (LA, TX, OK, AR)

Description:

To give appropriate legal orientation presentations to detainees at the immigration center, complete detainee intakes following presentations and prepare and conduct pro se workshops and individual orientations. Also recruits, trains, and mentors pro bono attorneys, and directly represents immigrants in their cases before the immigration court.

The American Bar Association is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities.

Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with the American Bar Association please call 312-988-5188.

The immigration project Attorney should have experience working with immigrants as well as a fundamental knowledge of immigration law and immigration court procedures. Must exhibit strong writing skills, excellent communication skills and client interviewing abilities as well as the ability to work under pressure. Must be fluent in Spanish, must have a law degree, and have been admitted to a bar or have taken a bar examination and be waiting for the results by the start date of employment. Travel to area detention facilities housing immigrant detainees multiple times per week. Must be fluent in Spanish.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: May 2, 2018

Expiration Date: June 8, 2018

Contact: ABA/ProBAR
202 S 1st Street Suite 300 Harlingen, Texas 78550 United States

Resume Receipt: Other (see below)

How to Apply: https://www5.recruitingcenter.net/Clients/abanet/PublicJobs/controller.cfm?jbaaction=JobProfile&job_id=11928

ID: 3444

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:

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.

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

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 30, 2018

Expiration Date: June 1, 2018

Contact: Ms. M. Denise Campbell

Office Manager

1460 East Main Street, Box 4 Law Building, 3rd Floor Princeton, West Virginia 24740 United States

Resume Receipt: Other (see below)

Default email for resumes.: denise@pdc9.org

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@drowv.wv.edu

Additional Documents: Cover Letter

ID: 3439

Northwest Immigrant Rights Project Family Services Attorney

Northwest Immigrant Rights Project

Position Type: Full-time**Geographic Preference:** Pacific Northwest (WA, OR, ID)**Description:**

STAFF ATTORNEY POSITION
SEATTLE, WA
<https://nwirp.org/jobs>

SUMMARY

Northwest Immigrant Rights Project (NWIRP) seeks a full-time bilingual staff attorney to work in our Family Services Unit (FSU) in Seattle, Washington.

The attorney will provide legal assistance to community members through: direct representation; individual consultations; self-help assistance in the form of community workshops and legal clinics; and community education. The attorney will focus on providing legal representation in various matters, but focusing on 1) defending individuals in removal proceedings, and 2) representing community members seeking immigration status through family visa petitions. The attorney may also be assigned work relating to other immigration matters.

REPORTS TO

Supervising Attorney – Family Services Unit

RESPONSIBILITIES

- Provide direct representation to persons in immigration removal proceedings
- Provide direct representation to persons submitting affirmative applications with U.S. Citizenship and Immigration Services, and to persons undergoing consular processing with the U.S. Department of State
- Conduct presentations, workshops, legal clinics, and individual consultations in English and at least one other language
- Participate in and provide assistance during the FSU's Family Visa Workshops (regularly held once a month)
- Perform administrative tasks related to grant reporting and other requirements
- Provide support to other NWIRP staff on cases
- Participate in NWIRP's outreach, community education, and development efforts
- Perform other tasks as required and directed by supervisory staff

PROFESSIONAL QUALIFICATIONS, EXPERIENCE, AND ATTRIBUTES

- Law degree
- Admission to the bar of any state in the U.S. (will consider a law graduate planning on taking the July 2018 bar examination)
- Demonstrated commitment to advancing and defending immigrant rights and willingness to support NWIRP's mission, vision and values
- Demonstrated commitment to public interest work and desire to assist indigent clients
- Strong writing, communication, interpersonal, and organizational skills
- Commitment to working in a diverse working environment
- Strong organizational skills and ability to work independently
- Fluency in Spanish preferred
- Prior immigration law experience strongly preferred
- Experience handling a high-volume caseload in a non-profit setting preferred
- Proficiency in use of web-based software, MS Word, MS Excel, and MS PowerPoint

Salary is dependent on experience. Beginning salary is \$58,232 for someone admitted to practice. NWIRP offers a generous benefits package, including 100% of premiums for excellent health, vision and dental plans; 3% employer retirement contributions; paid vacation and health-related leave; subsidized transit pass; position-related travel reimbursement; bar dues; extensive training.

APPLICATION INSTRUCTIONS

Send letter of interest, resume, and three references to: FSUattorney@nwirp.org with the subject "Attorney Application - FSU". Full consideration will be given to those who apply by May 4, 2018, but applications will be considered on a rolling basis until position is filled.

Northwest Immigrant Rights Project (NWIRP) is an equal opportunity employer committed to diversity.

We believe that having a Board, Staff, and Volunteer base with diverse personal and professional backgrounds enhances our ability to meet our mission and creates a vibrant environment where all members of the NWIRP community thrive. We strongly encourage applications from people of color, immigrants, women, people with disabilities, members of the LGBT community, and other underrepresented and historically marginalized groups.

It is the policy of NWIRP to comply with all applicable federal, state, and local laws prohibiting employment discrimination. NWIRP is committed to providing a work environment free from discrimination and harassment. NWIRP does not discriminate on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental, or physical disability.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 19, 2018

Expiration Date: May 25, 2018

Contact: Human Resources
615 2nd Avenue Seattle, Washington 98104 United States

Resume Receipt: Other (see below)

How to Apply: Send letter of interest, resume, and three references to: FSUattorney@nwirp.org with the subject "Attorney Application - FSU". Full consideration will be given to those who apply by May 4, 2018, but applications will be considered on a rolling basis until position is filled.

Additional Documents: Cover Letter, Other Documents

ID: 3433

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:

COUNTY OF BLAIR
PUBLIC DEFENDER

423 Allegheny Street St.e. 344

Hollidaysburg, PA 16648-2022
Telephone: (814) 693-3255
Fax: (814) 693-3259

Russell J. Montgomery Chief Public Defender

POSITION AVAILABLE

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.

STARTING SALARY: \$35,000 WITH BENEFITS INCLUDING HOSPITALIZATION

MAIL TO: BLAIR COUNTY PUBLIC DEFENDERS OFFICE ATTN: RUSSEU J. MONTGOMERY, ESQUIRE 423

ALLEGHENY STREET, STE. 344
HOLLIDAYSBURG PA 16648

FAX TO: BLAIR COUNTY PUBLIC DEFENDERS OFFICE ATTN: RUSSELLJ. MONTGOMERY, ESQUIRE FAX:

(814) 693-3259
Email: rmontgomery@blairco.org

The Blair County Courthouse is located on Route 22, Just off I-99 approximately halfway between Harrisburg and Pittsburgh and several miles south of the City of Altoona.

UI'd lll6l 'ON

Desired Class Level: Graduate/Alumni

Posting Date: April 19, 2018

Expiration Date: June 1, 2018

Contact: Russell Montgomery

Esquire
423 Allegheny Street Suite 344 Hollidaysburg, Pennsylvania 16648 United States

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:

DEPUTY DISTRICT ATTORNEY – CRIMINAL DIVISION

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.

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.

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.

Admission to the Bar of the State of Nevada and eligibility to practice law before the courts of the State of Nevada is required.

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:

The Administrative Office of
The Supreme Court of Appeals of West Virginia
Position Announcement

Fifteenth Judicial circuit harrison County

EMPLOYMENT OPPORTUNITY

Clarksburg, West Virginia

Position open until filled (Posted 4-12-2018)

The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge 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.

Circuit Judge Law Clerk

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$46,416.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$55,008, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

Position Purpose: The Circuit Court Law Clerk will be responsible for providing legal support to Judge 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.

Minimum Qualifications: A successful candidate must possess excellent legal research and writing skills. The candidate must also possess the ability to communicate clearly and concisely. Ability to exercise good judgment and maintain tact, composure, and confidentiality. The candidate must possess strong organizational skills and attention to detail.

All circuit judge law clerks must sit for the West Virginia Bar Examination each time it is offered. The failure to pass the West Virginia Bar Examination within two (2) attempts will result in a loss of employment. West Virginia Bar Examination failures predating judicial employment count toward the two (2) attempts. Any person who has failed the West Virginia Bar Examination, or any bar examination, two (2) or more times is ineligible for these positions. Once a person passes the West Virginia Bar Examination, the issue of bar examination failures is moot. Additionally, the minimum law school g.p.a. for these positions is 2.2.

Duties and Responsibilities:

Each law clerk might have a broad spectrum of duties to perform, as every judge has specific legal and administrative support that they require of their law clerk. Duties and responsibilities may include, but are not limited to:

- 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@courtsww.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@courtsww.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@courtsww.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.

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 indirect 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) resume; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlynthia Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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. Arlynthia Love
 Program Support Assistant
 441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States

Resume Receipt: E-mail

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

Additional Documents: Cover Letter, Writing Sample

ID: 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:

Share

Job Description - Director of Student Conduct - Student Life (08127)

Director of Student Conduct - Student Life

08127

Description

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.

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.

Qualifications

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.

Requirements

Background check

About WVU

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/>.

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

Contact: Stephanie Taylor
105 Stewart Hall Morgantown, West Virginia 26506-6201

Resume Receipt: E-mail, Other (see below)

Default email for resumes.: Stephanie.Taylor@mail.wvu.edu

How to Apply: Apply on line at: <https://careers.wvu.edu/career-opportunities>

ID: 3424

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:

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.

Learn more at <https://law.duke.edu/llmle/llm/>.

Applications are now being accepted for 2018-2019.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 10, 2018

Expiration Date: May 17, 2018

Contact: Ms. Melinda Vaughn
Exec. Director, Communications
Science Drive and Towerview Road Durham, North Carolina 27708-0362 United States

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, LL.M, 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, LL.M, 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:

ONLINE- Commercial and white-collar criminal lawyers today are on the front line of the most sophisticated cases. Whether it is in securities, energy, health care or a myriad of other fields, attorneys who can analyze accounting information and use it in their cases will have the edge in practice.

As part of the nation's first-ever LL.M. in White Collar Forensic Justice, you will learn the in-depth legal skills for examining issues of fraud and fraudulent accounting from experts in the law and forensic accounting.

The LL.M. in White-Collar Forensic Justice prepares you for the career paths at agencies such as the Securities and Exchange Commission, the Public Company Accounting Oversight Board, and the Federal Bureau of Investigation, as well as countless corporations and commercial litigation firms.

Accepting applications now!

Learn more at: <https://www.law.wvu.edu/home/llm>

Desired Class Level: 3L, LL.M, 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:

BARGAINING UNIT POSITION DESCRIPTION

STAFF ATTORNEY

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.

Work Environment: Work performed in the office setting, in the courts, in administrative agencies and in the community.

Reports to: Advocacy Director or other designated manager.

Essential Job Functions:

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.

Qualifications:

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.

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

SUPERVISORY TRIAL ATTORNEY (Chief of Juvenile Section)

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

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

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-028 POSITION

TITLE:

SUPERVISORY TRIAL ATTORNEY

(Chief of Juvenile Section)

POSITION GRADE & SERIES: LX-1 Band SALARY RANGE: \$125,000 – \$140,000

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

OPENING DATE: April 9, 2018 CLOSING DATE: May 1, 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 441 4th Street NW Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is outside of the collective bargaining unit.

The Juvenile Section operates with an understanding that youth involved in the juvenile justice system present myriad issues that may contribute to their court involvement. The Juvenile Section of its Public Safety Division handles all juvenile prosecutions in the District of Columbia and cases involving delinquency offenses. It has jurisdiction to charge a juvenile for any criminal offense under the D.C. Code, Federal Code, or D.C. Municipal Regulations. Section attorneys work closely with other juvenile justice stakeholders to make appropriate charging decisions, interact with victims and witnesses, evaluate appropriate dispositions for involved juveniles, and litigate appropriate cases in the Superior Court's Family Division. Lawyers in the Juvenile Section manage a caseload involving juvenile offenders and are expected to both litigate and develop comprehensive rehabilitative resolutions that will ensure the public safety. The attorneys in the Juvenile Section engage in all aspects of criminal litigation, including interviewing and preparing for testimony police and civilian witnesses, making charging decisions, researching, writing and litigating motions, managing all aspects of a trial calendar from intake through sentencing, and conducting community outreach.

Additionally, Juvenile Section attorneys may be assigned to represent the interests of the District truancy and Juvenile specialty court prosecutions.

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia is seeking candidates for the position of Section Chief for the Juvenile Section of the Public Safety Division (PSD). The selected candidate will work under the supervision of the Deputy Attorney General of the PSD. The Section

Chief will supervise two Assistant Section Chiefs and approximately 20 (without JSCU) line attorneys and five support staff.

The Juvenile Section is responsible for all juvenile prosecutions in the District of Columbia. Its goal is to ensure public safety, justice and due process for all affected youth, with particular attention to the special goals of care and rehabilitation of youth. Its cases are brought in the Family Court of the District of Columbia Superior Court. The attorneys manage all aspects of juvenile cases, from intake and charging, through motions and trial practice, to sentencing and placement. The Section also participates in many interagency law enforcement and juvenile justice initiatives, participates in crime reduction programs, and works closely with the Restorative Justice and Victims' Services Section and an investigator for PSD to ensure fair and just treatment of victims and witnesses in juvenile cases. The Section also has a significant role in the truancy initiatives under the District's compulsory school attendance laws, and works closely with partner agencies on these initiatives. The Section Chief has a significant leadership role in many of these interagency projects.

Primary responsibilities of the Section Chief include supervision of all staff and all other aspects of management related to a demanding criminal practice. This position requires a 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. Good judgment and experience working in a fast-paced environment are critical. Experience as a prosecutor is preferable and familiarity with the District's criminal and juvenile systems or experience working in other states' criminal justice systems is extremely helpful.

The responsibilities of the Chief include, but are not limited to:

- Under supervision of the Deputy, hiring, training, supervision, and evaluation of all Section staff;
- Establishing policies and priorities related to litigation of the cases within the Section's purview;
- Reviewing and approving pleadings, motions, memoranda, and correspondence;
- Reviewing litigation outcomes and make timely recommendations where appellate review is needed;
- Regularly monitoring progress by staff in assigned cases and other matters/projects;
- Providing data, as well as written and verbal reports, to the Deputy Attorney General and Assistant Deputy Attorney General as necessary;
- Working closely with the Chief of the Restorative Justice and Victims' Services Section and the Special Counsel for Juvenile Justice Reform to coordinate the victim and witness assistance program;
- Attending meetings with or on behalf of the Attorney General and Deputy Attorney General as requested, as well as regularly attending interagency meetings and meetings with court administrative staff and Judges;

- Attending community meetings related to concerns about juvenile crime, quality of life and public safety issues;

• Working closely with officers, officials and staff at all levels of the Metropolitan Police Department (MPD), the Department of Youth Rehabilitation Services (DYRS), the Office of the Chief Medical Examiner (OCME), the United States Attorney's Office (USAO), the Child Advocacy Center (CAC) and other law enforcement and juvenile justice-related agencies, local and federal, to address law enforcement policy, interagency coordination, juvenile justice policy/reform, legislation and other issues relevant to the work of the Juvenile Section;

• Along with the Deputy, interacting with D.C. Government officials on matters related to juvenile prosecution and law enforcement, including reviewing, drafting and analyzing legislation;

• Maintaining requisite legal, management, interagency, human relations, and management-labor knowledge and skills;

• Collecting, maintaining, and disseminating timely, accurate and up-to-date data on the Section's activities, including collecting and tabulating various statistics such as monthly performance results; and

• Litigating appropriate matters or cases in D.C. Superior Court.

QUALIFICATIONS: The ideal candidate should also have a working knowledge of the operations of the District government and D.C. Superior Court; a knowledge of District of Columbia criminal law and procedure and/or familiarity with Title 16 of the D.C. Code and the rules and statutes governing D.C. Superior Court Family Court proceedings. In addition, the candidate must have excellent interpersonal skills: outstanding oral and written communication skills and litigation skills; and the ability to manage in a fast-paced environment.

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 Arlynta 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 10, 2018
Expiration Date: May 1, 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: 3410

TRIAL ATTORNEY (Tax & Finance Section)

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

Position Type: Full-time

Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description:

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-029 POSITION

TITLE:

TRIAL ATTORNEY

(Tax & Finance Section)

POSITION GRADE & SERIES: LS 12/2 to 14/1 SALARY RANGE: \$83,956 – \$114,171

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

OPENING DATE: April 9, 2018 CLOSING DATE: May 3, 2018

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

WORKSITE LOCATION:

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

NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.

DESCRIPTION OF DUTIES: The Commercial Division provides legal advice and transactional and litigation support to the District Government in the core areas of community and economic development, real estate, procurement, tax, finance, bankruptcy, land use, and public works. The successful candidate will be one of nine attorneys handling the District's affirmative and defensive litigation concerning tax matters (real property, personal property, business franchise, income, recordation, transfer, estate, and inheritance).

The Tax and Finance Section primarily litigates in the Tax Division of the Superior Court of the District of Columbia and, with respect to tax sale foreclosure litigation, in the Civil Division of the Superior Court of the District of Columbia. The attorneys may also handle transactional work such as negotiating, drafting, and reviewing transactional documents involved in the District's issuance of bonds and notes (general obligation, revenue, and tax increment financing), including the negotiation of terms and conditions of the issuance and preparation of the Attorney General's opinions for the bond and note issuances, and provides advice on other municipal finance transactions. In addition, the attorneys will assist the Land Acquisition and Bankruptcy Section in the acquisition of real property for municipal purposes. The incumbent exercises independent judgment and handles a substantial case load.

QUALIFICATIONS: Applicants must have two or more years of litigation experience, preferably in the area of tax; familiarity with the analysis of financial statements; developable familiarity with property valuation concepts; and excellent oral and written communication skills.

ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) resumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.

EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.

VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.

DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.

EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation. **NOTICE OF NON-DISCRIMINATION:** In accordance with the D.C. Human Rights Act of 1977, as

amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

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

Desired Class Level: Graduate/Alumni

Posting Date: April 10, 2018

Expiration Date: May 3, 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: 3411

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:

Judicial Clerkship in PA:

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.

A recent WVU Law grad currently holds this position, and says the judge welcomes WVU Law 3Ls and graduates to apply.

Potential applicants contact:

Ryan M. Benninger, Esquire
Ryan.benninger@gmail.com
304-826-7687

Desired Class Level: 3L, LL.M, 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:

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.

Preferred candidate will possess strong oral advocacy and legal writing and research skills, with demonstrated experience drafting pleadings, discovery, brief writing, and efficient management and review of complex documents produced in discovery.

HOW TO APPLY:

Resumes will be reviewed after all required documents have been received - resume, cover letter, writing sample and unofficial law school transcript via email to:

attorneyrecruiting@bankerlopez.com

An active Florida Bar license and experience in a personal injury defense law firm is required for consideration.

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

Associate Dean, Student Services

William & Mary Law School (Williamsburg, Virginia)

Position Type: Full-time

Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description:

WILLIAM & MARY LAW SCHOOL

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.

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. 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. The Associate Dean supervises the Law School Registrar and manages all events related to entering students as well as all those related to graduation.

The Associate Dean works closely with University offices that provide student services.

Required Qualifications

- 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.

Preferred Qualifications

- JD degree preferred.
- Experience or degree in psychology, counseling, or a related field preferred.
- Work experience in higher education preferred.
- Prior supervisory experience preferred

To apply see job listed on William & Mary job postings link:

<https://jobs.wm.edu/postings/31170>

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:

The Administrative Office of the Supreme Court of Appeals of West Virginia

Position Announcement

HUMAN RESOURCES EMPLOYMENT OPPORTUNITIES

Charleston, West Virginia

Position open until filled. Posted 2018 2-14 through 2018 3-12.

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.

HUMAN RESOURCES MANAGER:

Salary: Commensurate with Credentials and Experience.

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.

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.

Primary Duties and Responsibilities include:

- 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@courtswv.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:

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.
- 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.

- 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:**

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:

- Cover letter: Applicants must identify in their cover letter the location or locations (Portland, Augusta, and/or Bangor) at which they are willing to accept a clerkship assignment.

- Résumé

- School-issued law school transcript (official or unofficial, but not self-prepared)

- Writing sample: The writing sample should be no longer than 10 pages double-spaced. Although it may be edited or critiqued by others, the sample should primarily reflect the applicant's own work.

- Two letters of recommendation: The letters of recommendation may be sent separately. The letters of recommendation may be addressed to the Court as a whole and may be emailed separately from the other application materials.

The above materials must be submitted in .pdf format to Heidi Carpenter at the following email address: Heidi.Carpenter@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m.

Successful candidates will be required to submit to criminal, motor vehicle, and other records checks.

En banc interviews will be conducted in Portland, Maine, in mid-September 2018.

Applicants are also encouraged to complete the Applicant Information Survey that may be found at

<http://www.courts.maine.gov/jobs/clerkships.html> and return it to the following email address:

HR.Team@courts.maine.gov.

Inquiries may be directed to Heidi Carpenter at Heidi.Carpenter@courts.maine.gov or 207-822-4174.

The State of Maine Judicial Branch is an equal opportunity employer.

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:

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.

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.

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!

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:

THE FELLOWSHIP

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.
[REGISTER FOR FELLOWSHIP WEBINAR](#)

FAQS

[2018 LOCATIONS](#)
[WHAT WE'RE LOOKING FOR](#)
[NOMINATE](#)
[APPLY](#)

CURIOUS ABOUT THE IMPACT YOU CAN HAVE ON STATE & LOCAL GOVERNMENT?

[CHECK OUT THIS VIDEO TO FIND OUT MORE:](#)
[PUBLIC RIGHTS PROJECT: THE POWER OF PUBLIC SERVICE](#)

PURPOSE

The Public Rights Project Fellowship aims to:

Catalyze local and state agencies' efforts to expand affirmative litigation, community engagement, and innovative strategies to enforce their residents' legal rights.
 Establish a pipeline to develop experienced, diverse, talented leaders in state and local government.
THE FELLOWSHIP

CLICK HERE FOR PDF!

DOWNLOAD

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.

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.

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.

COMMITMENT TO DIVERSITY

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.

PROFESSIONAL DEVELOPMENT

Fellows begin with a multi-day orientation at Public Rights Project in Oakland, CA, followed by onboarding with their 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:**STATE OF MAINE JUDICIAL BRANCH
EMPLOYMENT OPPORTUNITIES

LAW CLERK – MAINE SUPREME JUDICIAL COURT

The State of Maine Judicial Branch is accepting applications for legal clerkship

positions with the Maine Supreme Judicial Court for the 2019-2020 term, which runs from August 19, 2019, through August 14, 2020.

The Maine Supreme Judicial Court is the State's highest court and its court of final appeal. It decides appeals on questions of law that arise in a wide variety of civil and criminal cases. The Court also has original jurisdiction in some matters and is the procedural rulemaking authority for all of the State's courts.

Law Clerk duties include, but are not limited to, the preparation of bench memoranda, legal research, and assistance with opinion drafting. Law Clerks work for the entire Court but are assigned to work in the chambers of the individual justice who appoints the Law Clerk. Clerkships are full-time positions, and Law Clerks often must work extensive hours.

Law Clerks may not engage in other employment.

Qualified candidates have a degree in law or expect to obtain a degree in law by July of 2019.

Selection criteria include academic performance and class standing, journal experience or other significant research or writing experience, faculty and employer recommendations, and work ethic. Law Clerks are not required to have taken the Maine bar examination.

Salary: \$53,435.20 plus fringe benefits.

How to Apply: The application consists of the following documents:

- Cover letter: Justices currently have chambers in Portland, Augusta, and Bangor.

Applicants must identify in their cover letters in which of these locations they are

willing to accept a clerkship assignment.

- Resume

- School-issued law school transcript (official or unofficial, but not self-prepared)

- Writing sample: The writing sample should be no longer than 10 pages double-spaced. Although the sample may have been edited lightly upon review by others, the sample must represent the applicant's own work.

- Three letters of recommendation: Two from law school faculty and one stemming from summer 2018 work experience or other most recent work experience. The letters of recommendation should be addressed to the Court as a whole and may be emailed separately from the other application materials.

The above materials must be submitted in .pdf format to Crystal Bulges, Supervisory Law Clerk to the Maine Supreme Judicial Court, at the following email address: Crystal.Bulges@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m. Successful candidates

will be required to submit to criminal, motor vehicle, and other records checks. En banc interviews will be conducted in Portland, Maine, in mid-September 2018. Applicants are also encouraged to complete the Applicant Information Survey that may be found at

<http://www.courts.maine.gov/jobs/clerkships.html> and return it separately to the

following email address: HR.Team@courts.maine.gov. Inquiries may be directed to Crystal Bulges at Crystal.Bulges@courts.maine.gov or 207-822-4179.

The State of Maine Judicial Branch is an equal opportunity employer.

Desired Class Level: 2L, 3L, Graduate/Alumni**Posting Date:** April 3, 2018**Expiration Date:** August 3, 2018**Contact:** Heidi Carpenter

Judicial Assistant

205 Newbury Street Portland, Maine 04101 United States

Resume Receipt: E-mail**Default email for resumes.:** heidi.carpenter@courts.maine.gov**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 3375

Law Clerk

State of Maine Supreme Judicial Court (Portland Maine)

Position Type: Full-time**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:**STATE OF MAINE JUDICIAL BRANCH
EMPLOYMENT OPPORTUNITIES
LAW CLERK – MAINE SUPERIOR COURT

The State of Maine Judicial Branch is accepting applications for clerkship positions with the Maine Superior Court for the 2019-2020 term, which runs from August 19, 2019 through August 14, 2020. Law Clerks are based in Portland, Augusta, and Bangor. The Superior Court is the trial court of general jurisdiction in Maine, with jurisdiction extending to all criminal offenses, including murder and felonies; all major civil and equitable matters; and appeals from state agencies, municipalities, and courts of limited jurisdiction. Jury trials are available only in the Superior Court. The seventeen justices of the Superior Court have statewide jurisdiction and travel on circuit. Each Law Clerk will be assigned to work primarily with several justices. Assignments are based on geography and expected workload. Law Clerk duties include, but are not limited to, assisting the justices in the various areas of the court's jurisdiction, researching and preparing memoranda or draft decisions, and monitoring trials and other proceedings. Qualified candidates have a degree in law or expect to obtain a degree in law before July 2019. Selection criteria include academic performance and class standing; law review, moot court, or other significant research or writing experience; demonstrated writing ability; faculty and employment recommendations; and strong work ethic. Law Clerks are not required to have taken the Maine bar examination.

Salary: \$53,435.20 plus fringe benefits.

How to Apply: The application consists of the following documents:

- 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.
 - Resume
 - School-issued law school transcript (official or unofficial, but not self-prepared)
 - Writing sample: The writing sample should be no longer than 10 pages double-spaced. Although it may be edited or critiqued by others, the sample should primarily reflect the applicant's own work.
 - Two letters of recommendation: The letters of recommendation may be sent separately. The letters of recommendation may be addressed to the Court as a whole and may be emailed separately from the other application materials.
- The above materials must be submitted in .pdf format to Heidi Carpenter at the following email address: Heidi.Carpenter@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m. Successful candidates will be required to submit to criminal, motor vehicle, and other records checks. En banc interviews will be conducted in Portland, Maine, in mid-September 2018. Applicants are also encouraged to complete the Applicant Information Survey that may be found at <http://www.courts.maine.gov/jobs/clerkships.html> and return it to the following email address: HR.Team@courts.maine.gov.
- Inquiries may be directed to Heidi Carpenter at Heidi.Carpenter@courts.maine.gov or 207-822-4174. The State of Maine Judicial Branch is an equal opportunity employer.

Desired Class Level: 2L, 3L, Graduate/Alumni**Posting Date:** April 3, 2018**Expiration Date:** August 3, 2018**Contact:** Heidi Carpenter
Judicial Assistant
205 Newbury Street Portland, Maine 04101 United States**Resume Receipt:** E-mail**Default email for resumes.:** heidi.carpenter@courts.maine.gov**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 3376

Law Clerk

State of Maine Supreme Judicial Court (Portland Maine)

Position Type: Full-time**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:**STATE OF MAINE JUDICIAL BRANCH
EMPLOYMENT OPPORTUNITIES
LAW CLERK – MAINE DISTRICT COURT

The State of Maine Judicial Branch is accepting applications for legal clerkship positions with the Maine District Court for the 2018-2019 term, which runs from August 19, 2019, through August 14, 2020. Six positions are expected to be available. Law clerks are based in Portland, Lewiston, Bangor, Augusta, Rockland, and Springvale, but may have to travel to other courts from time to time. The thirty-nine judges of the District Court have statewide jurisdiction to adjudicate criminal, civil, and family matters. Eight family law magistrates assist in the processing of family matter proceedings involving children. The District Court Law Clerks receive assignments from all District Court judges and magistrates.

Duties include, but are not limited to, assisting judges and magistrates with legal research regarding the various areas of the court's jurisdiction, preparing memoranda and draft opinions, and monitoring trials and other proceedings in the District Court. The Chief Judge also assigns the District Court Law Clerks to assist in administrative projects. Qualified candidates have a degree in law or expect to obtain a degree in law by July of 2019.

Selection criteria include excellent analytical skills, excellent communication skills, class standing, Law Review, Moot Court, other significant research or writing experience, faculty and/or employer recommendations, and strong work ethic. Term Law Clerks are not required to have taken the Maine bar examination. Travel is required. Law Clerks may not engage in other employment.

Salary: \$53,435.20 plus fringe benefits.

How to Apply: The application consists of the following documents:

- Cover letter: Applicants must identify in their cover letter which locations—Portland, Lewiston, Bangor, Augusta, Rockland, and Springvale—they are willing to accept a clerkship assignment.

- Résumé

- School-issued law school transcript (official or unofficial, but not self-prepared)

- Writing sample: (double spaced, ten-page maximum, unedited by others)

- Two letters of recommendation: The letters of recommendation do not need to be addressed to a

judge, and may be emailed separately from the other application materials.

The above materials must be submitted in .pdf format to Karen Morin, Judicial Administrative Assistant, at the following email address: Karen.G.Morin@courts.maine.gov. Applications must be received by August 3, 2018, at 4 p.m. Successful candidates will be required to submit to criminal, motor vehicle, and other records checks. Interviews will be held in Augusta, Maine, in September 2018. Applicants selected for an interview may be required to submit an additional writing sample responding to a prompt supplied by the Chief Judge of the District Court. Applicants are also encouraged to complete the Applicant Information Survey that may be found at <http://www.courts.maine.gov/jobs/clerkships.html> and return it to the following email address: HR_Team@courts.maine.gov.

Inquiries may be directed to Karen Morin at Karen.G.Morin@courts.maine.gov or 207-213-2971.

The State of Maine Judicial Branch is an equal opportunity employer.

Desired Class Level: 2L, 3L, Graduate/Alumni**Posting Date:** April 3, 2018**Expiration Date:** August 3, 2018**Contact:** Heidi Carpenter

Judicial Assistant

205 Newbury Street Portland, Maine 04101 United States

Resume Receipt: E-mail**Default email for resumes.:** heidi.carpenter@courts.maine.gov**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 3378

Associate Real Estate Attorney

McClelland Legal Search

Position Type: Full-time

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

Description:

Associate Real Estate Attorney 3 - 6 years experience:

Position Type: full-time, permanent Associate

Employer Name: McClelland Legal Search

Job Title: 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:

Associate Attorney

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.

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.

Additional consideration will be given to applicants who demonstrate a commitment to living and working in Southwestern Pennsylvania.

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)

Contact information:

Pollock Morris, LLC

54 South Washington Street

Waynesburg, PA 15370

pollockmorrisapplications@gmail.com

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

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:**

The Administrative Office of
The Supreme Court of Appeals of West Virginia
Position Announcement

Twenty-Sixth Judicial circuit upshur County

EMPLOYMENT OPPORTUNITY

Buckhannon, West Virginia

Position open until filled (Posted 3-27-2018)

The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Jacob E. Reger. This position works under the direct supervision of Judge Jacob E. Reger in the Twenty-Sixth Judicial Circuit, Upshur County, Buckhannon, WV. This is a salaried position. The position is described as follows.

Circuit Judge Law Clerk

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$46,416.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$55,008, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

Position Purpose: The Circuit Court Law Clerk will be responsible for providing legal support to Judge Jacob E. Reger. The position is a unique opportunity to learn court operations from the inside out, and gain invaluable "real life" practical experience while working in a challenging, high volume, highly-variable and fast-paced environment.

Minimum Qualifications: A successful candidate must possess excellent legal research and writing skills. The candidate must also possess the ability to communicate clearly and concisely. Ability to exercise good judgment and maintain tact, composure, and confidentiality. The candidate must possess strong organizational skills and attention to detail.

All circuit judge law clerks must sit for the West Virginia Bar Examination each time it is offered. The failure to pass the West Virginia Bar Examination within two (2) attempts will result in a loss of employment. West Virginia Bar Examination failures predating judicial employment count toward the two (2) attempts. Any person who has failed the West Virginia Bar Examination, or any bar examination, two (2) or more times is ineligible for these positions. Once a person passes the West Virginia Bar Examination, the issue of bar examination failures is moot. Additionally, the minimum law school g.p.a. for these positions is 2.2.

Duties and Responsibilities:

Each law clerk might have a broad spectrum of duties to perform, as every judge has specific legal and administrative support that they require of their law clerk. Duties and responsibilities may include, but are not limited to:

- 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, LL.M, 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

Job Title: 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

Job Title: 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
District Court Administrator

Phone: 724-228-6797
Fax: 724-228-6938

DATE: March 21, 2018

FROM: Patrick R. Grimm, Esquire
District Court Administrator

TO: West Virginia University College of Law
Career Services Department
ATTENTION: Rosalind Lister

RE: Law Clerk

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

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

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

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

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

Desired Class Level: Graduate/Alumni

Posting Date: March 21, 2018

Expiration Date: June 15, 2018

Contact: Lori Hoag
Secretary to the Court Administrator
One South Main Street, Suite 2003 Washington, Pennsylvania 15301 United States

Resume Receipt: E-mail

Default email for resumes.: lori.hoag@washingtoncourts.us

Additional Documents: Cover Letter

ID: 3353

Bilingual (Chinese) Law Clerk/ Attorney

Lerner Law (Brooklyn, NY)

Position Type: Full-time

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

Description:

Robert N. Lerner
ATTORNEY AT LAW
828 64th St., 2nd Fl., Rm. 2A
BROOKLYN, NEW YORK 11220
TEL: (718) 748-2500
FAX: (718) 504-4902
E-mail: RNL.LERNERLAW@GMAIL.COM

Date: March 19, 2018

Bilingual (Chinese)

Law Clerk/ Attorney

I have operated a general practice law office in Brooklyn, NY for over 20 years.

My office provides a unique opportunity to become acquainted with solo, general practice. My practice includes: probate, criminal, personal injury, immigration, matrimonial, real estate law, and civil litigation.

Most of my clients are Chinese and have limited English skills, so the primary requirement is that the applicant be fluent in Chinese.

JOB DESCRIPTION

Hours: Flexible

Responsibilities: Legal research, document drafting, court appearances.

Language Skill: Fluent Chinese-required

Salary: Negotiable

CONTACT: ROBERT N. LERNER, ESQ. (As set-forth in the letterhead)

Desired Class Level: Graduate/Alumni

Posting Date: March 20, 2018

Expiration Date: 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:**

UCLA SCHOOL OF LAW
 PART-TIME INSTRUCTOR POSITION
 2018-19 ACADEMIC YEAR

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.

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.

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.

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.

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>.

Please also see the separate posting at <https://recruit.apo.ucla.edu/apply/JPF03602> describing our teaching needs in legal research and writing.

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.

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
 Boc 951476 Los Angeles, 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
Boc 951476 Los Angeles, 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 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 | www.mcclellandlegalsearch.com

tel: 717.350.1283 | 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:

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. 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.

Website: <http://www.hudsonpc.com/>

Job Responsibilities:

- 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.

Requirements:

- JD degree
- Active in bar association(s)
- Excellent writing skills

Desired:

- Internship or work experience in a variety of employment-based immigration law matters.

Compensation and Benefits:

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.

To Apply:

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.

Thank you!

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:

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/>

Job Responsibilities:

- 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.

Requirements:

- JD degree and an active bar license
- 3-5 years of experience in immigration
- Excellent writing skills

Desired:

- Proficient in a second language, such as Mandarin, Korean, Vietnamese, Malay, or Tamil

Compensation and Benefits:

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.

To Apply:

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.

Thank you!

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:

E-discovery Attorney:

Position Type: Full-time, permanent Associate

Employer Name: McClelland Legal Search

Job Title: E-discovery Attorney

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.

Hiring Criteria: see Job Description, 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: no specified 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: 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

Job Title: 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

Litigation Fellowship

Chesapeake Bay Foundation (Annapolis, MD)

Position Type: Fellowship

Practice Area(s): Environmental

Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)

Description: FELLOWSHIP ANNOUNCEMENT

Litigation Fellowship
(Paid)

The Chesapeake Bay Foundation seeks a full-time legal fellow for their Litigation Department to be based at their Philip Merrill Environmental Center headquarters located in Annapolis, MD. The fellowship is a one-year position starting in Fall 2018.

THE CHESAPEAKE BAY FOUNDATION

The Chesapeake Bay Foundation (CBF) is the largest regional non-profit conservation organization working solely to save the Bay. Established in 1967, CBF has a staff of approximately 185 employees working in offices in Annapolis Maryland; Richmond and Norfolk, Virginia; Harrisburg, Pennsylvania; and Washington, D.C., and in 15 field education program locations. CBF's headquarters office is in the Philip Merrill Environmental Center, the world's first LEED platinum building. CBF has an annual budget of approximately \$21 million and is supported by more than 200,000 members and e-subscribers. For more information on CBF please visit www.cbf.org.

The Litigation Department uses the law as a tool to protect and preserve the Chesapeake Bay. Using federal, state and local laws, CBF attorneys file amicus briefs, regulatory challenges and, if necessary, lawsuits to stop polluters and to ensure governmental compliance with those laws.

CONTEXT OF THE POSITION

The litigation fellowship provides an opportunity for a recent law school graduate, within three years of law school, to work with experienced environmental practitioners within a leading environmental non-profit organization.

The fellow will take a lead role in managing a project designed to help lay the groundwork for litigation and possibly other advocacy work within CBF. The fellow will work closely with the Vice President for Litigation, litigation counsel, litigation staff, and other CBF staff, including scientists, land planners, lobbyists and educators.

The fellow's responsibilities will include, but are not limited to:

- Analyzing federal and state environmental laws, regulations, and administrative processes that apply to the project
- Reviewing agency records, files and documents
- Summarizing findings in the form of a formal report that includes proper documentation and accurate citations
- Communicating with other groups outside of CBF as needed
- Managing a budget specific to the project
- Working with CBF staff to promote the project
- Participating in the day-to-day life of CBF, including staff meetings, strategy sessions and at least one CBF field experience.

Assist the litigation department in developing and researching new cases.

PROFESSIONAL EXPERIENCE AND QUALIFICATIONS

CBF seeks independent, creative thinkers who will help us to act wisely and in the public interest as we strive to "Save the Bay." The ideal candidate will possess the following:

- JD from an accredited law school
- Admission to practice law in at least one State (can be obtained during fellowship)
- Experience with environmental law
- Strong legal research and writing, interpersonal, and communications skills
- Willingness to travel regionally

To apply, please send resume and cover letter explaining your interest in CBF by May 1, 2018 to:

Chesapeake Bay Foundation
Attn: Human Resources/FY18-033-LF
Cbf_employment@cbf.org

The Chesapeake Bay Foundation is an Equal Opportunity Employer.

Desired Class Level: Graduate/Alumni
Posting Date: February 27, 2018
Expiration Date: May 1, 2018
Contact: Amanda Van Houten 6 Herndon Avenue Annapolis, Maryland 21403 http://www.cbf.org
Resume Receipt: E-mail
Default email for resumes.: Cbf_employment@cbf.org
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3298

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:

Job Posting

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:

The Honorable David N. Wecht
Justice, Supreme Court of Pennsylvania
One Oxford Centre, Suite 4200
301 Grant Street
Pittsburgh, PA 15219

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:

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.

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.

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)

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

Position Type: Full-time

Practice Area(s): Litigation

Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)

Description:

Step toe & Johnson PLLC is seeking an experienced litigation associate for its Charleston, WV office. Qualified candidates should have litigation experience commensurate with time in practice, strong writing and analytical skills, excellent academic credentials, and a desire to appear in court. Experience with litigation in federal courts and experience with complex, high-profile, high-dollar litigation is particularly helpful. We offer a competitive starting salary and a comprehensive benefits package, along with opportunity for advancement. Step toe & Johnson is among the NLJ's Top 250 law firms, with 13 offices in 6 states. In addition to litigation, Step toe & Johnson's core strengths include energy, transactional, and labor and employment law, with over 300 attorneys working in 40 practice areas. With roots dating back more than a century, the firm has a long history of success borne of focused client service and congenial working relationships with the firm.

Desired Class Level: Graduate/Alumni

Posting Date: December 21, 2017

Expiration Date: December 1, 2018

Contact: Claire Ellis

Coordinator, Recruiting & Professional Development
P.O. Box 1616 United Center, 1085 Van Voorhis Rd., Suite 400 Morgantown, West Virginia 26507-1616

Resume Receipt: E-mail

Default email for resumes.: Claire.Ellis@Step toe-Johnson.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 3210

One Year Judicial Clerkships with New Jersey Judiciary (approx 480 separate clerkships)

New Jersey Courts Central Office (Trenton, NJ)

Position Type: Full-time**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:**

The New Jersey Judiciary seeks upcoming and recent law school graduates to fill approximately 480 one year Judicial clerkships that will commence August 27, 2018 and end August 31, 2019.

DESCRIPTION

Law clerks who serve in the Supreme Court, Appellate Division and Tax Court perform a substantial amount of legal research and prepare extensive memoranda; assist Judges in processing emergent motion applications; proofread published opinions in the advance sheets; and maintain chambers' libraries. Trial Court law clerks perform legal research; make recommendations to judges regarding dispositions of motions, both verbally and via written bench memoranda; draft, edit and proofread legal correspondence; maintain chambers libraries; attend and assist with case conferences, motion hearings, trials; and mediate small claims cases. Law clerks to Assignment Judges handle the same work as other trial court law clerks but also assist in processing emergent matters and may assist in vicinage administration.

REQUIREMENTS

Recent graduate of an American Bar Association approved law school (J.D. or LL.M.). Graduation date must be within four years of the start of the clerkship term. U.S. Citizenship, New Jersey Bar membership and New Jersey residency are not requirements. Excellent writing and analytical skills are essential.

HOW TO APPLY

Visit our web-based portal to apply to individual justices and judges beginning June 19, 2017. Access to the portal can be found on the Law Clerk Web Page at www.nicourts.gov/public/lawclerks.html.

Within the portal, you will find descriptions of the work performed by justices and judges, as well as profiles and biographies, hiring timelines, and clerkship availability information for the upcoming term. Applicants will be able to search the portal by judge, location, or court. Judges will indicate whether you may submit electronic applications via the portal.

You may also mail your applications directly to judges' chambers. The Law Clerk Web Page has the most up to date information to assist in preparing your application materials. To request a List of Minority Judges, please contact the Judiciary's Equal Employment Opportunity/Affirmative Action Unit at (609) 815-2915.

It is highly recommended that applicants apply early in the process (but no earlier than June 19th) to increase the likelihood of securing interviews. When preparing your application materials, your cover letter and resume should emphasize skills (legal research, writing, analytical and communication skills, etc.) as well as past work and prior legal experience that relates directly to the law clerk position, and should be tailored to the particular courts to which you are applying. Although GPA is important, judges consider other factors to recognize particular strengths and qualities.

QUESTIONS?

Any questions about the application process may be directed to Kimberly Douglas, Esq., at (609) 815-2915 or kimberly.douglas@njcourts.gov.

The New Jersey Judiciary is an Equal Employment Opportunity/ Affirmative Action employer committed to ensuring an open door to justice. We appreciate your referrals for our judicial clerkships.

Desired Class Level: 3L, Graduate/Alumni**Posting Date:** June 19, 2017**Expiration Date:** August 27, 2018

Contact: Ms. T 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