

Alumni Jobs Newsletter, March 2018



Emmett/Frankel Fellowship in Environmental Law
The UCLA School of Law (Los Angeles, CA)

Position Type: Fellowship
Geographic Preference: West (CA, NV, UT, CO, MT, WY)
Description: <div>Emmett/Frankel Fellowship in Environmental Law and Policy 2018-2020 Apply nowto Emmett/Frankel Fellowship in Environmental Law and Policy 2018-2020 Job #JPF03572SCHOOL OF LAW - LAW RECRUITMENT PERIOD Open date: February 23rd, 2018 Next review date: March 23rd, 2018 Apply by this date to ensure full consideration by the committee. Final date: April 20th, 2018 Applications will continue to be accepted until this date, but those received after the review date will only be considered if the position has not yet been filled. DESCRIPTION UCLA School of Law's Emmett Institute on Climate Change and the Environment is now accepting applications for the UCLA Emmett/Frankel Fellowship in Environmental Law and Policy for the academic years 2018-2020. This fellowship is a full-time, two-year faculty position beginning July 1, 2018. The position involves research and writing in the law and policy of climate change and the environment, teaching, and assisting with Institute projects such as conferences and workshops. The Emmett Institute on Climate Change and the Environment is dedicated to creating and advancing legal and policy solutions to climate change and other environmental challenges, and to training the next generation of leaders to address these issues. The program fosters informed debate and analysis to educate the public, policymakers, business leaders, and others on critical environmental issues. The Fellow will work on issues relating to environmental law and policy, including climate change, and will generate policy-oriented publications and other products for the Institute, in collaboration with UCLA Law faculty. The Fellow will also assist the Institute's Executive Directors with projects relating to the Institute's work, including organizing conferences, workshops, public education and outreach efforts, and other events. In addition to these responsibilities, which will continue year-round, the Fellow will take on teaching responsibilities in topics related to environmental law and policy. Candidates should possess a J.D. or other advanced degree in fields closely related to environmental law and policy, earned within the past several years or expected in the spring of 2018: a strong academic record; excellent analytical and writing skills; and demonstrated interest and background in environmental law and policy. Previous experience in law practice or clinical instruction is helpful but not necessary. Candidates with scientific, technical, or economic skills related to public policy analysis are especially encouraged to apply. The salary is anticipated to be approximately \$70,000 per year plus a competitive benefits package. UCLA School of Law has a special interest in enriching its intellectual environment through further diversifying the range of perspectives represented within the faculty. Applicants should apply online at https://recruit.apo.ucla.edu/apply/JPF03572. Please submit a letter discussing qualifications and interests, a resume, a transcript of studies in law school or graduate school, a writing sample of no more than ten pages, and contact information for three references. To ensure full consideration, applications should be received by Friday, March 23, 2018 but will be considered thereafter through April 20, 2018 or until the position is filled. Visit our website at https://www.law.ucla.edu/emmett for more information about our program. 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: UC Nondiscrimination & Affirmative Action Policy (http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct). JOB LOCATION Los Angeles, CA LEARN MORE More information about this recruitment: https://www.law.ucla.edu/emmett REQUIREMENTS DOCUMENTS Cover Letter - A letter discussing your qualifications and interests Curriculum Vitae - Your most recently updated C.V. Transcript - Transcript of studies in law school or graduate school Writing Sample - No more than 10 pages List of References - Names and addresses of three references Statement of Contributions to Diversity - Statement addressing past and/or potential contributions to diversity through research, teaching, and/or service. (Optional) REFERENCES 3 references required (contact information only) HOW TO APPLY Create an ApplicantID Provide required information and documents If any, provide required reference information</div>
Desired Class Level: 3L, Graduate/Alumni
Posting Date: March 6, 2018
Expiration Date: April 20, 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, Unofficial Transcript, Writing Sample
ID: 3318

Attorney
Equal Justice (Houston Texas)

Position Type: Full-time
Geographic Preference: South (LA, TX, OK, AR)
Description: <p>Click here if you are having trouble viewing this message.</p> <p>Houston is embarking on a new project to increase representation to the over 3,000 detained adults in Houston, which houses nearly 10% of all detained immigrants in the US. Partners in Houston are currently hiring to fill seven positions across four organizations. The deadline to apply is March 15, 2018.</p> <p>About the Project:</p> <p>The Deportation Defense Houston project of the Houston Immigration Legal Services Collaborative brings together a cohort of immigration legal services providers (currently, YMCA International Services, BakerRipley, Justice for Our Neighbors-Houston, and the South Texas College of Law Houston) to take on an innovative and aggressive approach to defending immigrants who are detained while their removal proceedings are pending.</p> <p>This innovative and collaborative approach will include public engagement, the Immigrant Rights Hotline, a new deportation defense legal clinic, impact litigation, and educating policy-makers and the public about the detention and deportation systems.</p> <p>Check out the project website for more details: houstonimmigration.org/deportation-defense-houston/.</p> <p>Application Information:</p> <p>The four organizations currently implementing DDH are hiring attorneys and legal assistants. If you would be interested in being part of changing the culture of immigration representation in the Houston region, please send a resume and cover letter to jobs@houstonimmigration.org with "DDH Job" in the subject line. Please indicate if you have a strong preference for any of the participating non-profits in your letter. You may also apply directly to each organization through their hiring sites. The deadline to apply is March 15, 2018.</p> <p>Equal Justice Works is not directly affiliated with Deportation Defense Houston or involved in the hiring of these positions. Please direct any questions to jobs@houstonimmigration.org. Click here to unsubscribe or to change your Subscription Preferences.</p>
Desired Class Level: Graduate/Alumni
Posting Date: March 5, 2018
Expiration Date: March 15, 2018
Contact: Deportation Defense Houston Houston, Texas United States
Resume Receipt: E-mail
Default email for resumes.: jobs@houstonimmigration.org
Additional Documents: Cover Letter
ID: 3314

Entry Level Immigration Attorney
Hudson Legal (Ann Arbor)

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

Experienced Immigration Attorney
Hudson Legal (Ann Arbor)

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

Legal Assistant
Equal Justice (Houston Texas)

Position Type: Full-time
Geographic Preference: South (LA, TX, OK, AR)
Description: <p>Click here if you are having trouble viewing this message.</p> <p>Houston is embarking on a new project to increase representation to the over 3,000 detained adults in Houston, which houses nearly 10% of all detained immigrants in the US. Partners in Houston are currently hiring to fill seven positions across four organizations. The deadline to apply is March 15, 2018.</p> <p>About the Project:</p> <p>The Deportation Defense Houston project of the Houston Immigration Legal Services Collaborative brings together a cohort of immigration legal services providers (currently, YMCA International Services, BakerRipley, Justice for Our Neighbors-Houston, and the South Texas College of Law Houston) to take on an innovative and aggressive approach to defending immigrants who are detained while their removal proceedings are pending.</p> <p>This innovative and collaborative approach will include public engagement, the Immigrant Rights Hotline, a new deportation defense legal clinic, impact litigation, and educating policy-makers and the public about the detention and deportation systems.</p> <p>Check out the project website for more details: houstonimmigration.org/deportation-defense-houston/.</p> <p>Application Information:</p> <p>The four organizations currently implementing DDH are hiring attorneys and legal assistants. If you would be interested in being part of changing the culture of immigration representation in the Houston region, please send a resume and cover letter to jobs@houstonimmigration.org with "DDH Job" in the subject line. Please indicate if you have a strong preference for any of the participating non-profits in your letter. You may also apply directly to each organization through their hiring sites. The deadline to apply is March 15, 2018.</p> <p>Equal Justice Works is not directly affiliated with Deportation Defense Houston or involved in the hiring of these positions. Please direct any questions to jobs@houstonimmigration.org. Click here to unsubscribe or to change your Subscription Preferences.</p>
Desired Class Level: Graduate/Alumni
Posting Date: March 5, 2018
Expiration Date: March 15, 2018
Contact: Deportation Defense Houston Houston, Texas United States
Resume Receipt: E-mail
Default email for resumes.: jobs@houstonimmigration.org
Additional Documents: Cover Letter
ID: 3315

E-Discovery Attorney
McClelland Legal Search

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>E-discovery Attorney:</p> <p>Position Type: Full-time, permanent Associate</p> <p>Employer Name: McClelland Legal Search</p> <p>Job Title: E-discovery Attorney</p> <p>Job Description: Full time associate position for an e-discovery attorney. The position requires solid e-discovery experience, preferably with large scale e-discovery production matters.</p> <p>Hiring Criteria: see Job Description, admitted in Pennsylvania</p> <p>Location: Pittsburgh</p> <p>Materials requested: Resume</p> <p>Deadline to apply: No deadline but search is active and interviews ongoing</p> <p>Compensation Details: Compensation determined by experience</p> <p>Desired years of Experience: no specified years of experience</p> <p>How we would like to receive the materials: Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	March 2, 2018
Expiration Date:	April 30, 2018
Contact:	Dianne McClelland
Resume Receipt:	E-mail
Default email for resumes.:	dianne@mcclellandlegalsearch.com
ID:	3312

Associate Corporate Attorney

McClelland Legal Search

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Corporate Attorney 3-5 years experience:	
Position Type:	full-time, permanent Associate
Employer Name:	McClelland Legal Search
JobTitle:	Associate Corporate Attorney
Job Description:	3-5 years of solid corporate experience
Experience in corporate transactional matters including M&A, venture capital, private equity, commercial lending and securities offerings. Additional experience with general corporate matters consisting of due diligence, drafting and negotiating transaction documents and entity formation. Commercial real estate and tax experience a plus	
Hiring Criteria:	3-5 years of experience, see details above, admitted in Pennsylvania
Location:	Pittsburgh
Materials requested:	Resume
Deadline to apply:	No deadline but search is active and interviews ongoing
Compensation Details:	Compensation determined by experience
Desired years of Experience:	Candidates should have 3-5 years of solid corporate law experience
How we would like to receive the materials:	Interested candidates should send their information to : dianne@mcclellandlegalsearch@gmail.com
Desired Class Level: Graduate/Alumni	
Posting Date: March 1, 2018	
Expiration Date: April 30, 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: April 30, 2018	
Contact: Dianne McClelland	
Resume Receipt: E-mail	
Default email for resumes.: dianne@mcclellandlegalsearch.com	
ID: 3305	

Attorney
Legal Aid Society (Louisville, KY)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Legal Aid Society has an opening for Managing Attorney of Intake and Limited Services, openings for two staff attorney positions, and an opening for an attorney to serve a one-year term as Equal Justice Works AmeriCorps Veterans Legal Corps Fellow. The postings may be found at http://www.laslou.org/aboutus/our-employment.html . Please feel free to forward to qualified applicants.
Desired Class Level: Graduate/Alumni	
Posting Date: February 28, 2018	
Expiration Date: March 30, 2018	
Contact:	Andrea Doyle Executive Assistant 416 W. Muhammad Ali Blvd. Suite 300 Louisville, Kentucky 40202 United States
Resume Receipt: E-mail	
Default email for resumes.: adoyle@laslou.org	
Requested Document Notes: http://www.laslou.org/aboutus/our-employment.html .	
ID: 3302	

Entry-level Litigation Associate

Shaffer & Shaffer (Madison WV)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	The firm of Shaffer & Shaffer is looking to add an entry-level litigation associate to our Madison, WV team. Madison is located 30 minutes south of Charleston. The successful candidate will take over the court-appointed criminal and abuse & neglect caseloads to start, with the opportunity to advance as they gain more experience. Two seasoned attorneys will be on-hand to offer mentoring and guidance. This opportunity is open to recent law school graduates who have passed the WV bar, and to 3L students who are interested in launching a long-term career in the region. Apply by sending a resume and statement of interest to TMount@shafferlaw.net.
Desired Class Level: Graduate/Alumni	
Posting Date: February 28, 2018	
Expiration Date: May 31, 2018	
Contact:	Todd Mount 330 State Street Madison, West Virginia 25130 United States
Resume Receipt: E-mail	
Default email for resumes.: tmount@shafferlaw.net	
ID: 3303	

Honors Attorney Fellowship
PA Office of Attorney General (Harrisburg, PA)

Position Type: Fellowship
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <div>Job Posting</div> <div>DEPARTMENT: Office of Attorney General</div> <div>SECTION: TBD</div> <div>CLASS: Honors Attorney</div> <div>LOCATION: Philadelphia, Harrisburg, or Pittsburgh</div> <div>TYPE POSITION: Permanent, Full-time, Non-civil service, Non-Union</div> <div>WORK HOURS: 8:30 – 5:00</div> <div>SALARY RANGE: \$56,020, plus benefits</div> <div>BASIC FUNCTION:</div> <div>The Honors Fellowship is a fusion of entry-level legal work with rigorous on-the-job education.</div> <div>Honors Attorneys work under the close supervision of, and with constant feedback from, senior attorneys, who regularly practice in both state and federal court. At the beginning of their time at OAG, Honors attorneys are expected to be able to handle routine legal matters with feedback from mentor attorneys. The scope and complexity of their work will increase as they gain experience. Honors Attorneys are expected to put significant effort into learning the practice and requirements of government legal work during their Fellowship.</div> <div>The Honors Fellowship runs for one full year, beginning in September. There is no promise or offer of employment made beyond the one year appointment.</div> <div>Honors attorneys may have the opportunity to work on a range of topics and projects, but will be assigned to a specific section based on the needs of the office and the selected candidates’ interests. Possible section placements include:</div> <div>Appellate Litigation Criminal Appeals Criminal Prosecutions Environmental Protection Antitrust Litigation Consumer Protection Health Care Litigation</div> <div>Civil Rights Enforcement Fair Labor</div> <div>Multistate Litigation Tax Litigation & Enforcement Torts Litigation Special Litigation Public Corruption</div> <div>EXAMPLES OF DUTIES:</div> <div><ul style="list-style-type: none">• Conducts legal and evidentiary research• Examines and analyzes documents and evidence in order to determine legal sufficiency• Aids in the preparation of briefs, pleadings, indictments, and other legal papers• Interprets and applies laws, regulations, and court decisions• Advises private citizens on state laws and regulations• Participates in investigations• Assists in depositions and witness interviews• Assists with trial preparation• Assists attorneys during court proceedings• Performs other duties as assigned</div> <div>MINIMUM EXPERIENCE AND TRAINING:</div> <div><ul style="list-style-type: none">• Graduation from an accredited law school in 2018, or at OAG discretion, recent graduation from an accredited law school and subsequent completion of a clerkship or fellowship ending in 2018• Excellent academic and professional standing• Residency in Pennsylvania for the duration of the Fellowship• Admission to the Bar of the Supreme Court of Pennsylvania, or completion of the July 2018 Pennsylvania Bar exam. (If not admitted prior to selection, continued employment as an Honors Fellow may be contingent upon the applicant’s successful admission to the Bar resulting from the July 2018 exam.)</div> <div>APPLICATION INSTRUCTIONS:</div> <div><ul style="list-style-type: none">• Fill out the online employment application found at https://www.attorneygeneral.gov/The_Office/Employment/. Attach a cover letter, resume, legal writing sample of no more than 5 pages, and an unofficial copy of your most up-to-date law school transcripts.• Applications will be accepted through Sunday, March 11th. Applicants who are accepted into the interview round will be contacted shortly thereafter. The hiring process is expected to conclude by the end of March.</div> <div>The Office of Attorney General is an Equal Opportunity Employer.</div>
Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: February 28, 2018
Expiration Date: March 11, 2018
Contact: Brian Kennedy 1400 Strawberry Square Harrisburg, Pennsylvania 17120 United States
Resume Receipt: E-mail
Default email for resumes.: bkennedy@attorneygeneral.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3299

Managing Attorney
Legal Aid Society (Louisville, KY)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Legal Aid Society has an opening for Managing Attorney of Intake and Limited Services, openings for two staff attorney positions, and an opening for an attorney to serve a one-year term as Equal Justice Works AmeriCorps Veterans Legal Corps Fellow. The postings may be found at http://www.laslou.org/aboutus/our-employment.html . Please feel free to forward to qualified applicants.
Desired Class Level: Graduate/Alumni	
Posting Date: February 28, 2018	
Expiration Date: March 30, 2018	
Contact:	Andrea Doyle Executive Assistant 416 W. Muhammad Ali Blvd. Suite 300 Louisville, Kentucky 40202 United States
Resume Receipt: E-mail	
Default email for resumes.: adoyle@laslou.org	
Requested Document Notes: http://www.laslou.org/aboutus/our-employment.html .	
ID: 3300	

Staff Attorney Two Positions

Legal Aid Society (Louisville, KY)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Legal Aid Society has an opening for Managing Attorney of Intake and Limited Services, openings for two staff attorney positions, and an opening for an attorney to serve a one-year term as Equal Justice Works AmeriCorps Veterans Legal Corps Fellow. The postings may be found at http://www.laslou.org/aboutus/our-employment.html . Please feel free to forward to qualified applicants.
Desired Class Level:	Graduate/Alumni
Posting Date:	February 28, 2018
Expiration Date:	March 30, 2018
Contact:	Andrea Doyle Executive Assistant 416 W. Muhammad Ali Blvd. Suite 300 Louisville, Kentucky 40202 United States
Resume Receipt:	E-mail
Default email for resumes.:	adoyle@laslou.org
Requested Document Notes:	http://www.laslou.org/aboutus/our-employment.html .
ID:	3301

Litigation Fellowship
Chesapeake Bay Foundation (Annapolis, MD)

Position Type: Fellowship
Practice Area(s): Environmental
Description: FELLOWSHIP ANNOUNCEMENT
<div>Litigation Fellowship</div> <div>(Paid)</div>
<div>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.</div>
<div>THE CHESAPEAKE BAY FOUNDATION</div> <div>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.</div> <div>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.</div>
<div>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.</div>
<div>CONTEXT OF THE POSITION</div> <div>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.</div> <div>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.</div>
<div>The fellow's responsibilities will include, but are not limited to:</div> <div><div><div><div></div><div>Analyzing federal and state environmental laws, regulations, and administrative processes that apply to the project</div></div><div><div></div><div>Reviewing agency records, files and documents</div></div><div><div></div><div>Summarizing findings in the form of a formal report that includes proper documentation and accurate citations</div></div><div><div></div><div>Communicating with other groups outside of CBF as needed</div></div><div><div></div><div>Managing a budget specific to the project</div></div><div><div></div><div>Working with CBF staff to promote the project</div></div><div><div></div><div>Participating in the day-to-day life of CBF, including staff meetings, strategy sessions and at least one CBF field experience.</div></div></div><div>Assist the litigation department in developing and researching new cases.</div></div>
<div>PROFESSIONAL EXPERIENCE AND QUALIFICATIONS</div> <div>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:</div> <div><div><div><div></div><div>JD from an accredited law school</div></div><div><div></div><div>Admission to practice law in at least one State (can be obtained during fellowship)</div></div><div><div></div><div>Experience with environmental law</div></div><div><div></div><div>Strong legal research and writing, interpersonal, and communications skills</div></div><div><div></div><div>Willingness to travel regionally</div></div></div></div>
<div>To apply, please send resume and cover letter explaining your interest in CBF by May 1, 2018 to:</div>

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

TRIAL ATTORNEY – 8 vacancies (Public Safety 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: <p>GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL</p> <p>POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-020 POSITION</p> <p>TITLE: TRIAL ATTORNEY – 8 vacancies (Public Safety Division) POSITION GRADE & SERIES: LS-905 Grades 12-13 SALARY RANGE: \$81,246 – \$96,623</p> <p>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.</p> <p>OPENING DATE: February 26, 2018 CLOSING DATE: March 19, 2018 DURATION OF APPOINTMENT: 13-month Term AREA OF CONSIDERATION: Open to the Public</p> <p>WORKSITE LOCATION:</p> <p>Office of the Attorney General for the District of Columbia Public Safety Division 441 4th Street NW Washington, DC 20001</p> <p>NO. OF VACANCIES: 8 (Eight)</p> <p>This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.</p> <p>DESCRIPTION OF DUTIES: The Public Safety Division of the Office of the Attorney General for the District of Columbia seeks a trial attorney. The Division includes a Criminal Section which prosecutes traffic offenses and certain adult misdemeanor crimes under the D.C. Code, such as weapons offenses and fraud.; a Juvenile Section which prosecutes delinquency and status offenses; a Mental Health Section which represents the District's interests in civil commitment proceedings; and a Domestic Violence Section which represents complainants of domestic violence in all aspects of civil protection order litigation, including contempt prosecution. The attorney's caseload may include any of these types of cases. The attorney will manage his or her own caseload and will work closely with colleagues from public and private agencies in seeking a broad range of dispositions and remedies for complainants. This position may also afford the opportunity for a six (6) month detail as a Special United States Attorney. Each of these positions is for a 13-month term and is contingent upon the availability of funds.</p> <p>QUALIFICATIONS: The candidate must have at least one year of trial experience for a grade 12 step 1 position and five years' experience for a grade 13 step 1 position, the ability to work across disciplines, and the ability to work with a high degree of independence. The ideal candidate should also have a demonstrated commitment to work in the area of prosecution, with a sincere passion for seeking justice and fairness in the criminal justice system.</p> <p>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.</p> <p>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.</p> <p>HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.</p> <p>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</p> <p>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</p> <p>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</p> <p>DRUG-FREE WORKPLACE: Pursue at to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</p> <p>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</p> <p>NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.</p> <p>OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF THE OFFICE OF THE ATTORNEY GENERAL</p>
Desired Class Level: Graduate/Alumni
Posting Date: February 27, 2018
Expiration Date: March 19, 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: 3297

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

Position Type:	Full-time
Practice Area(s):	Employment
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM in Downtown Flushing, NY. We engage in aggressive litigation on behalf of blue-collar immigrant workers against employers who violate federal and state laws.</p> <p>Seeking a BILINGUAL JUNIOR ASSOCIATE to support all aspects of our fast-paced business. Primary responsibilities include research and drafting discovery requests and responses, motions, and other forms of correspondence to courts, interviewing clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions. This position is a great opportunity for bilingual attorneys with a demonstrated interest in economic justice/ poverty alleviation. Fluency in Chinese/ Spanish is a requirement. Admission to the NY Federal Bar is a must. (Note: Recent law graduates who have passed the bar but have not yet been admitted should apply only once they are admitted to the bar and to the district court as well.)</p> <p>Requirements</p> <p>Fluency in Chinese/ Spanish is a must!</p> <p>Applicant must be already admitted to New York Federal District Court Bar, and preferably in the District of New Jersey as well.</p> <p>An ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.</p> <p>To apply, send a resume with cover letter, legal writing sample, writing sample in either Chinese or Spanish, school transcript, & list of cases in which you appeared as the attorney of record for.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level:	LLM, Graduate/Alumni
Posting Date:	February 23, 2018
Expiration Date:	March 23, 2018
Contact:	<p>Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com</p>
Resume Receipt:	E-mail
Default email for resumes.:	recruit@troypllc.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID:	3292

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

Position Type:	Full-time
Practice Area(s):	Employment
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM located in downtown Flushing, NY. Seeking an EXPERIENCED EMPLOYMENT LAW LITIGATION ASSOCIATE.</p> <p>Primary responsibilities include managing and assigning cases to junior associates, directing the researching and drafting of discovery requests and responses, motions, and other forms of correspondence to courts, supervising intakes of clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions.</p> <p>This position is a great opportunity for attorneys with a demonstrated interest in employment wage-and-hour law.</p> <p>Requirements:</p> <p>• Candidates must have at least two (2) years of relevant TRIAL experience in wage-and-hour and employment discrimination law before US district courts;</p> <p>• who is Admitted in New York Federal Bar for at least one (1) year, and preferably in New Jersey;</p> <p>• The ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.</p> <p>• Ability to speak Chinese and/or Spanish preferred, but not required.</p> <p>To apply, send a resume with writing sample, cover letter, school transcript, & list of cases in which you appear as the attorney of record. Please apply only if you meet all of the requirements above.</p> <p>Summarize your Employment Law Trial Experience in a Table Format with the following pertinent information:</p> <p>• Complaint Filing Date;</p> <p>• Court;</p> <p>• Index Number;</p> <p>• Brief Description of Nature of Case (Wage-and-Hour or Employment Discrimination, including whether the case is a class-action case); and</p> <p>• Your involvement in the case (in intake, computation of damages, motion drafting, and other pertinent information).</p> <p>All your information will be kept confidential.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level:	LLM, Graduate/Alumni
Posting Date:	February 23, 2018
Expiration Date:	March 23, 2018
Contact:	<p>Ms Tiffany Troy HR Coordinator 41-25 Kissena Blvd, Suite 119 Flushing, New York 11355 United States http://troypllc.com</p>
Resume Receipt:	E-mail
Default email for resumes.:	recruit@troypllc.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
ID:	3293

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

Position Type:	Internship
Practice Area(s):	Bankruptcy, Employment, Immigration/Refuge, Labor
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>Gain hands-on legal experience in a friendly, fast-paced, 25-year-old boutique law firm with experienced attorneys and collegial staff by applying to the: 3-Month Legal Internship.</p> <p>The internship program is offered in our bustling downtown Flushing, where we conduct a diverse practice specializing in WAGE AND HOUR (EMPLOYMENT) LAW. Our GENERAL PRACTICE also includes:</p> <ol style="list-style-type: none">1. REAL ESTATE transactions;2. IMMIGRATION -- Family & Employment-based;3. MATRIMONIAL -- Contested & Un-contested;4. CORPORATION -- Incorporating, Stock Subscription & Acquisition;5. BANKRUPTCY -- Chapter 7, 13 & 11;6. COMMERCIAL LITIGATION--IP; and7. PERSONAL INJURY -- City, State & Federal Courts. <p>Successful candidate(s) will gain experience in all aspects of LITIGATION PRACTICE under direct attorney supervision and will receive training in:</p> <ol style="list-style-type: none">1. Drafting Complaints, Answers, Affirmative Defenses & Counterclaims;2. Conducting Discovery, such as Automatic Disclosures, Interrogatories, Requests for Document Production, Deposition Appearance;3. Writing Legal Memos on Motions for Summary Judgment, Motions to Dismiss, Temporary Restraining Orders, PI, Attachment;4. Preparing Trial Notebook, Pre-trial Order, Jury Instructions, Voir Dire, Motion in Limine, Evidentiary Hearing & Trial;5. Training in ECF, PACER, NYSCEF for Fed, State and Bankruptcy;6. Interviewing Clients, Court Appearances; and7. Working with government agencies. <p>EXCELLENT TRAINING for</p> <ul style="list-style-type: none">• Recent law school graduate or law student looking to obtain crucial experience in above specialty work in a competitive market or to apply to future careers,• New attorney, awaiting admission, pending bar result• February 2016 Bar Exam Takers and/or a• Rookie attorney from a foreign state with limited knowledge about NY/Fed practice. <p>Fellow interns have been recent graduates of top law schools across the nation including Harvard, Yale, University of Pennsylvania, University of Virginia, Columbia, NYU, Fordham, Cornell, Boston, Vanderbilt, Emory and Tulane Law Schools.</p> <p>An intern can also receive academic credit under school program for an Internship, Externship, OPT, or 50 hours of Pro Bono, and a letter of recommendation upon request and successful completion.</p> <p>Those interested in litigation practice, including the opportunity to conduct a trial at the back end of the initial term are strongly encouraged to apply.</p> <p>Apply with a cover letter, resume, writing sample, and school transcript. Fluency in Mandarin Chinese and/or Spanish is a plus and should be noted on the cover letter, but is by no means required.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, Queens. The scheduling is flexible.</p>
Desired Class Level:	1L, 2L, 3L, LLM, Graduate/Alumni, Class Level
Posting Date:	February 23, 2018
Expiration Date:	March 23, 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:	3294

TRIAL ATTORNEY – Two vacancies (Civil Litigation)
Office of the Attorney General for the District of Columbia (Washington, D.C.)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>POSITION VACANCY ANNOUNCEMENT</p> <p>ANNOUNCEMENT NO: #18-018</p> <p>#18-019</p> <p>POSITION GRADE & SERIES: #18-018: LS-12/1 to 13/4 #18-019: LS-12/1 to 13/1</p> <p>POSITION TITLE:</p> <p>TRIAL ATTORNEY – Two vacancies (Civil Litigation)</p> <p>SALARY RANGE: #18-018: \$79,810 – \$104,404 #18-019: \$79,810 – \$94,915</p> <p>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.</p> <p>OPENING DATE: February 21, 2018 CLOSING DATE: March 14, 2018</p> <p>DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public</p> <p>WORKSITE LOCATION:</p> <p>Office of the Attorney General for the District of Columbia Civil Litigation Division, Section III 441 4th Street NW Washington, DC 20001</p> <p>NO. OF VACANCIES: Two (2)</p> <p>This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.</p> <p>DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia 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.).</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.</p> <p>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.</p> <p>HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy 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.</p> <p>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</p> <p>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</p> <p>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</p> <p>DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</p> <p>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</p> <p>NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, familial status, family responsibilities, matriculation, political affiliation, disability, genetic information, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.</p> <p>OFFICIAL JOB OFFERS ARE TO BE MADE ONLY BY THE HUMAN RESOURCES SECTION OF THE OFFICE OF THE</p>

ATTORNEY GENERAL
Desired Class Level: Graduate/Alumni
Posting Date: February 22, 2018
Expiration Date: March 14, 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
Requested Document Notes: 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 possessthat 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.
ID: 3291

Uniform Law Commission Fellow
Uniform Law Commission (Chicago)

Position Type:	Fellowship
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Uniform Law Commission Fellow</p> <p>Job Description/Duties</p> <p>The Uniform Law Commission (ULC) seeks a motivated and public-spirited attorney for a one-year appointment to the ULC staff working in the ULC Chicago office as a Uniform Law Commission (ULC) "Fellow." A Fellow may be eligible for re-appointment by the ULC for no more than one additional year.</p> <p>Founded in 1892, the Uniform Law Commission has worked to improve state laws by drafting uniform state laws on subjects for which uniformity is desirable and practical. The ULC provides states with non-partisan, well-conceived, and well-drafted legislation that brings clarity and stability to the critical areas of state statutory law. The ULC comprises commissions from each state, the District of Columbia, the Commonwealth of Puerto Rico, and the U.S. Virgin Islands. Now in its 126th year, the ULC is the oldest state governmental association and is the source of more than 300 uniform acts. Acts developed by the ULC include the Uniform Commercial Code, the Uniform Probate Code, and many acts in commercial, family, real property, trusts and estates, and business organization law and other areas. For more information, please go to www.uniformlaws.org.</p> <p>Selection as a ULC Fellow provides individuals with the opportunity to work closely with distinguished lawyers from across the country and with the experienced ULC staff. In the process, the Fellow will develop a sophisticated understanding of the state legislative process and an in-depth knowledge of significant areas of the law. The Fellow will report to the ULC Executive Director, the Legislative Program Director and Chief Counsel.</p> <p>The primary responsibility of a ULC Fellow is to undertake major research projects that support the work of the ULC. Examples of possible projects include: investigating legislative and judicial responses to specific uniform acts and recommending whether the act should be amended or revised; providing research on potential ULC projects; undertaking research to support the work of specific ULC committees, particularly study committees and drafting committees; and providing research to support efforts to enact specific ULC uniform or model acts. The Fellow also will have the opportunity to propose specific projects which he or she believes would be valuable to the work of the ULC.</p> <p>A ULC Fellow must be able to: (1) undertake complex legal research projects effectively and in a timely manner; (2) organize, analyze and communicate complex legal information quickly and effectively; (3) write clearly and concisely; and (4) work independently with minimal supervision. Required: a J.D. degree from an ABA-accredited law school and having applied for admission to practice law in at least one U.S. jurisdiction. Preferred: experience in law practice, in government relations work, as an employee within a state legislative or executive department, or as a judicial clerk, or extensive legal research and analysis experience.</p> <p>Salary in the low to mid-60s. Excellent benefits package. The deadline for applications is April 30, 2018, with a preferred start date of Sept. 1, 2018. The ULC is an equal-opportunity employer.</p> <p>To apply, please send cover letter, resume, writing sample, and the names and contact information of at least three references to apply@uniformlaws.org, and include "ULC Fellow" in the subject line.</p> <p>Alternatively, you may mail materials to:</p> <p>Liza Karsai, Executive Director Uniform Law Commission 111 North Wabash Avenue, Suite 1010 Chicago, IL 60602</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	February 21, 2018
Expiration Date:	April 30, 2018
Contact:	Liza Karsai Executive Director 111 North Wabash Avenue, Suite 1010 Chicago, Illinois 60602 United States
Resume Receipt:	E-mail
Default email for resumes.:	appy@uniformlaws.org
Additional Documents:	Cover Letter, Writing Sample
ID:	3290

Koch Associate Program (KAP)
Charles Koch Institute

Position Type:	Full-time
Description:	<p>The Koch Associate Program (KAP) is a year-long program that offers professionals the opportunity to gain paid, full-time work experience. Roles are available in a variety of fields within think tanks, policy institutes, and other non-profit organizations. We encourage applicants from all disciplines, as well as those with advanced degrees. Areas of focus include:</p> <ul style="list-style-type: none">• Policy and research analysis.• Communications and public relations.• Marketing and digital media.• Operations and technology.• Development and fundraising.• Graphic design and video production.• External Relations and coalition building.• Human resources. <p>Work in Washington, DC, or in the States - Through KAP, participants are selected by a partner organization " in the Washington, DC area or by a partner organization in their state " and attend weekly professional development sessions online or in-person at the Charles Koch Institute in Arlington, Virginia. Additionally, participants will also attend three networking summits in Washington, DC, throughout the year, enabling participants to build a cross-country network of talented individuals.</p> <p>The Charles Koch Institute admits applicants of any race, color, national or ethnic origin, we are an equal opportunity employer <i>M/F/D/V</i>. Degree not required. Candidates are expected to have a strong desire to develop professionally and a commitment to limited government and individual liberties.</p> <p>By [submitting your resume], you understand that the information you provide may be used by the Charles Koch Institute in accordance with its terms of use and privacy statement. We look forward to providing you with future updates about the Charles Koch Institute's educational programs.</p> <p>About the Charles Koch Institute</p> <p>For more than two decades, Charles G. Koch has given professionals and students opportunities to turn the passion for liberty into careers through professional education programs. During 2016, approximately 650 people completed one of the programs and there are currently nearly 3,700 alumni.</p>
Desired Class Level:	3L, Graduate/Alumni
Posting Date:	February 19, 2018
Expiration Date:	March 27, 2018
Contact:	Alexandra Stevens Talent Outreach Specialist 1320 North Courthouse Road Arlington, Virginia 22201 United States
Resume Receipt:	Other (see below)
How to Apply:	https://www.charleskochinstitute.org/educational-programs/application-process/?tfa_dbWorkflowId=3&tfa_dbWorkflowStep=0&tfa_dbWorkflowControl=9b2a9c76e67d75c2930fda17f4c22850&utm_source=onestop&utm_campaign=edu_Ad&utm_medium=digital&utm_content=20171003_KAP&tfa_347=701C0000000se2Q
ID:	3288

Attorney
Legal Aid of West Virginia

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: Attorney Position
Immediate opening for a skilled, motivated Attorney with Legal Aid of West Virginia's Huntington 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@lawv.net by Wednesday, February 28, 2018. EOE Qualified women, minorities and people with disabilities are encouraged to apply.
Desired Class Level: Graduate/Alumni
Posting Date: February 13, 2018
Expiration Date: February 28, 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: 3279

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

Assistant Public Defender
5th Judicial Circuit Court Public Defender Corporation (Ripley, WV)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	The Public Defender Corporation for the 5thJudicial Circuit seeks applications for the position of Assistant Public Defender. The available position will work primarily out of Roane County, West Virginia and will be responsible for misdemeanors, juvenile abuse and neglect, and juvenile delinquencies. Licensed to practice in West Virginia preferred, though we will accept resumes from those sitting for the February 2018 bar exam. Please submit resume and cover letter to Kevin Postalwait, P.O Box 797, Ripley WV 25271
Desired Class Level: Graduate/Alumni	
Posting Date: February 12, 2018	
Expiration Date: March 30, 2018	
Contact:	Mr. Kevin Postalwait Chief Defender P.O. Box 797 Ripley, West Virginia 25271 United States
Resume Receipt: E-mail	
Default email for resumes.: sslaven@wvdsi.net	
Additional Documents: Cover Letter	
ID: 3276	

DEPUTY ATTORNEY GENERAL (Public Interest 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: <p>GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL</p> <p>POSITION VACANCY ANNOUNCEMENT</p> <p>*AMENDED*</p> <p>The closing date has been extended for this position. ANNOUNCEMENT NO: #18-013 POSITION TITLE: DEPUTY ATTORNEY GENERAL (Public Interest Division) POSITION GRADE & SERIES: LX-2 SALARY RANGE: \$150,000 – \$170,000</p> <p>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.</p> <p>OPENING DATE: January 12, 2018 CLOSING DATE: February 21, 2018 DURATION OF APPOINTMENT: At-Will** AREA OF CONSIDERATION: Open to the Public</p> <p>WORKSITE LOCATION:</p> <p>Office of the Attorney General for the District of Columbia Public Interest Division 441 4th Street NW Washington, DC 20001</p> <p>NO. OF VACANCIES: One (1)</p> <p>**This position is an at-will appointment by the Attorney General of the District of Columbia. The selected candidate is required to become a resident of the District of Columbia within 180 days of appointment and remain a District resident during the tenure of the appointment. This position is outside of the collective bargaining unit.</p> <p>DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia (OAG) is seeking candidates for the position of Deputy Attorney General, Public Interest Division (PID). PID is one of OAG's major litigating Divisions. PID defends the District government in complex civil litigation, handles cases involving civil enforcement of District agency and board decisions, and represents the District in government contract litigation before the Contract Appeals Board.</p> <p>With the help of an Assistant Deputy, the Deputy Attorney General of PID oversees the management and operation of several practice groups, directly supervises three managers who conduct the day-to-day management of the practice groups, and serves as the second line supervisor for approximately 50 line attorneys and 20 paraprofessional staff.</p> <p>Primary functions of the Division practice groups are as follows:</p> <p>Equity Section</p> <p>The Equity Section manages complex constitutional litigation filed against the District challenging its laws, regulation, policies and practices. These frequently high profile cases seek injunctive and other declaratory relief and have substantial impact on executive level agencies, their programs and policies. Cases often implicate claims under the First, Second, Fourth, Fifth, and Eighth Amendments to the Constitution. The Section defends all class action and other systemic challenges to the services, practices, conditions or care provided by District agencies and departments; civil actions seeking to enjoin enforcement of or otherwise challenge District laws; and civil actions challenging a variety of regulatory actions taken by District agencies. In cases in which there is a fee-shifting provision, the Section also analyzes and responds to attorney's fee requests.</p> <p>Civil Enforcement SectionThe Civil Enforcement Section represents the District of Columbia in a variety of affirmative civil and administrative litigation matters in the District of Columbia Superior Court and before administrative boards, including the District of Columbia Office of Administrative Hearings. The Section enforces the District's laws and regulations regarding occupational and professional licenses, building and zoning permits, alcoholic beverage control licenses and other litigation to protect the public welfare. In addition, the Section handles defense of certain litigation matters, specifically administrative appeals of final District agency actions to the Superior Court and the Office of Administrative Hearings. The Section also recovers funds to satisfy Medicaid liens filed by the District's Department of Health Care Finance. Government Contracts Section The Government Contracts Section exclusively defends contract cases filed in the District of Columbia Contract Appeals Board (CAB) and the District of Columbia Superior Court. Matters may involve general breach of contract and unjust enrichment claims; contractor challenges to terminations for default; equitable adjustment and construction delay claims; and petitions for review of CAB bid protest decisions.</p> <p>The Deputy of PID manages all Division work, including but not limited to:</p> <ul style="list-style-type: none">• Directly supervising four managers, and administrative professionals;• Establishing policies and procedures for the Division, as well as advising the Attorney General and other senior government officials on relevant legal issues;• Providing training to Division staff;• Reviewing and evaluating major cases, recommending resolution of cases short of trial;• Overseeing trial preparation and trial proceedings;• Maintaining positive relationships with the District of Columbia courts and administrative agencies;• Advising on draft legislation and testimony on pending legislation;• Preparing statistical and other reports;• Representing the Attorney General in meetings with high government officials, including members of the D.C. Council and their staff;• Serving as part of OAG's senior management team on various agency-wide issues, including participation on agency committees; and• Preparing performance evaluations and managing personnel-related issues. <p>QUALIFICATIONS: The ideal candidate should have significant supervisory experience, a demonstrated litigation background, strong interpersonal skills, and effective oral and written communication skills. In addition, the ideal candidate must possess strong managerial and organization skills, substantive knowledge of the Division's practice areas and trial and litigation experience. The ideal candidate should also have the ability to manage in a fast-paced litigation-oriented environment. Knowledge of the operations of the District government is a plus.</p> <p>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia. In addition, the selected candidate is required to become a resident of the District of Columbia within 180 days of appointment and remain a District resident during the tenure of the appointment.</p> <p>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.</p> <p>HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlynthia Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.</p> <p>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</p> <p>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</p> <p>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</p> <p>DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</p> <p>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</p>

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: February 6, 2018
Expiration Date: February 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: 3267

Attorney
Legal Aid of West Virginia

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: NEW Attorney Position Immediate opening for a Staff Attorney in Legal Aid of West Virginia's Charleston office to provide civil legal service to victims of financial exploitation. Position will involve litigation, outreach, and close work with community partner service agencies and law enforcement. Highly rewarding work with terrific benefits (4+ weeks' vacation/holidays, PEIA medical coverage). Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Wednesday, February 14, 2018. EOE Qualified attorneys with military experience, women, minorities and people with disabilities are encouraged to apply.
Desired Class Level: Graduate/Alumni
Posting Date: February 2, 2018
Expiration Date: February 14, 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: 3263

Judicial Law Clerk
The Circuit Court of Garrett County (Oakland, MD.)

Position Type: Full-time	
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)	
Description:	The Circuit Court of Garrett County, MD is accepting applications for a Judicial Law Clerk position. The incumbent law clerk will work directly with Judge Raymond G. Strubin performing legal research and drafting memoranda and orders including civil, family and criminal.
	Duties (Non-exhaustive): <ul style="list-style-type: none">• Reviews, studies and researches laws, court decisions, documents, opinions, briefs, and related legal authorities.• Prepares legal memoranda, statement of issues involved and proposed orders, including appropriate suggestions or recommendations to the judge.• Compiles references on laws and decisions necessary for legal determinations.• Confers with judge concerning legal questions, construction of documents and granting of orders.• Attends court sessions to hear oral arguments.• Prepares and summarizes case files in advance of hearings and monitors cases under advisement.
Typical Qualifications:	
	<ul style="list-style-type: none">• Graduate of an accredited law school.• Knowledge of court practices and procedures.• Knowledge of legal terminology and concepts.• Ability to communicate clearly and concisely, both orally and in writing, with a diverse group of people, including attorneys and pro se parties.• Ability to research complex legal problems or questions and apply legal principles.• Ability to represent the court in a respectful manner.• Ability to establish and maintain effective working relationships with others.• Familiarity with Microsoft products, including legal research software is preferred.
To Apply: Please apply for this position by submitting a resume and writing sample to tracey.henline@mdcourts.gov. Deadline Feb. 28, 2018.	
Desired Class Level: Graduate/Alumni	
Posting Date: February 2, 2018	
Expiration Date: February 28, 2018	
Contact: Tracey Henline Family Magistrate 203 South 4th Street Oakland, Maryland 21550 United States	
Resume Receipt: E-mail	
Default email for resumes.: tracey.henline@mdcourts.gov	
Additional Documents: Writing Sample	
ID: 3264	

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:	<p>GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-017 POSITION</p> <p>TITLE: ASSISTANT DEPUTY ATTORNEY GENERAL</p> <p>(Civil Litigation Division)</p> <p>POSITION GRADE & SERIES:</p> <p>Legal Supervisory Service (LX2 Band)</p> <p>SALARY RANGE: \$120,560 – \$150,000</p> <p>Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.</p> <p>OPENING DATE: January 31, 2018 CLOSING DATE: February 21, 2018</p> <p>DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public</p> <p>WORKSITE LOCATION:</p> <p>Office of the Attorney General for the District of Columbia Civil Litigation Division 441 4th Street NW Washington, DC 20001</p> <p>NO. OF VACANCIES: One (1)</p> <p>This position is outside of the collective bargaining unit.</p> <p>DESCRIPTION OF DUTIES: The 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.</p> <p>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.</p> <p>The Assistant Deputy assists in the supervision of all work conducted throughout the Division, including:</p> <p>(1) Assisting in the direct supervision of the Section Chiefs, and the indirection supervision of attorneys and supprt staff personnel;</p> <p>(2) Assisting the Section Chiefs as needed in the day-to-day operations of the Sections;</p> <p>(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;</p> <p>(4) Serving as a backup supervisor for the Division's attorneys in the absence of the Section Chief;</p> <p>(5) Providing training and other support for the Section Chiefs and attorneys;</p> <p>(6) Reviewing and evaluating major cases and making settlement recommendations or authorizing settlements;</p> <p>(7) Preparing contingent liability and other reports;</p> <p>(8) Meeting with and advising high-level government officials, including members of the DC Council and their staff;</p> <p>(9) Serving as part of OAG's management team on various agency-wide issues, including participation in agency committees; and</p> <p>(10) Assisting the Deputy with the day-to-day operation of the Division, including preparing performance management evaluations.</p> <p>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.</p> <p>ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.</p> <p>OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.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</p> <p>and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.</p> <p>PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.</p> <p>EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon re-employment.</p> <p>VETERANS' PREFERENCE: Applicants claiming veterans' preference must submit official proof at the time of application.</p> <p>DRUG-FREE WORKPLACE: Pursuant to the requirements of the Drug-Free Workplace Act of 1998, the individual selected to fill this position will, as a condition of employment, be required to notify his/her immediate supervisor, in writing, not later than five (5) days after conviction of or a plea of guilty to a violation of any criminal drug statute occurring in the workplace.</p> <p>EQUAL OPPORTUNITY EMPLOYER: All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, genetic information or political affiliation.</p> <p>NOTICE OF NON-DISCRIMINATION: In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, famillial status, family responsibilities, matriculation, political affiliation, disability,</p>

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: February 1, 2018
Expiration Date: February 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: 3260

Judicial Law Clerk
The Circuit Court of Garrett County (Oakland, MD.)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <div>The Circuit Court of Garrett County is accepting applications for a Judicial Law Clerk position. The incumbent law clerk will work directly with Judge Raymond G. Strubin performing legal research and drafting memoranda and orders including civil, family and criminal. Duties (Non-exhaustive):<ul style="list-style-type: none">• Reviews, studies and researches laws, court decisions, documents, opinions, briefs, and related legal authorities.• Prepares legal memoranda, statement of issues involved and proposed orders, including appropriate suggestions or recommendations to the judge.• Compiles references on laws and decisions necessary for legal determinations.• Confers with judge concerning legal questions, construction of documents and granting of orders.• Attends court sessions to hear oral arguments.• Prepares and summarizes case files in advance of hearings and monitors cases under advisement.Typical Qualifications:<ul style="list-style-type: none">• Graduate of an accredited law school.• Knowledge of court practices and procedures.• Knowledge of legal terminology and concepts.• Ability to communicate clearly and concisely, both orally and in writing, with a diverse group of people, including attorneys and pro se parties.• Ability to research complex legal problems or questions and apply legal principles.• Ability to represent the court in a respectful manner.• Ability to establish and maintain effective working relationships with others.• Familiarity with Microsoft products, including legal research software is preferred.To Apply: Please apply for this position by submitting a resume and writing sample to tracey.henline@mdcourts.gov For questions or for more information, please contact Tracey Henline at 301-334-7600 tracey.henline@mdcourts.gov</div>
Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: February 1, 2018
Expiration Date: February 28, 2018
Contact: Tracey Henline Family Magistrate 203 South 4th Street Oakland, Maryland 21550 United States
Resume Receipt: E-mail
Default email for resumes.: tracey.henline@mdcourts.gov
Additional Documents: Unofficial Transcript, Writing Sample, Other Documents
Requested Document Notes: To Apply: Please apply for this position by submitting a resume and writing sample to tracey.henline@mdcourts.gov
ID: 2478

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	

Law Clerk
The Court of Common Pleas - Carion County, Pennsylvania (Clarion, Pennsylvania)

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	THE COURT OF COMMON PLEAS 18TH JUDICIAL DISTRICT CLARION COUNTY COURT HOUSE 421 MAIN STREET, SUITE 34 CLARION, PENNSYLVANIA 16214 Phone(814)226-9351 Fax(814)226-1097
	January 30, 2018
The Honorable James G. Arner, President Judge, is presently seeking resumes for the position of Law Clerk for the Court of Common Pleas of Clarion County, Pennsylvania. The position is for one year beginning August 2018, and ending July 2019. All applicants are to submit their resume, a writing sample, and a transcript listing no fewer than three references, to the Honorable James G. Arner, c/o tj slike@co.clarion.pa.us no later than March 23, 2018. Any documents mailed via U.S. Mail shall be addressed to: Clarion County Court of Common Pleas, 421 Main Street, Suite 34 Clarion PA 16214. Questions concerning this position may be directed to Tammy Slike at (814) 226-4000, ext. 2110 or via email tj slike@co.clarion.pa.us.	
Desired Class Level: 3L, LLM, Graduate/Alumni	
Posting Date: February 1, 2018	
Expiration Date: March 23, 2018	
Contact: Ms. Tammy Slike 421 Main Street, Suite 34 Clarion, Pennsylvania 16214 United States	
Resume Receipt: E-mail	
Default email for resumes.: tslike@co.clarion.pa.us	
Additional Documents: Unofficial Transcript, Writing Sample	
ID: 3259	

Senior Staff Attorney
Supreme Court of Appeals of West Virginia (Charleston WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <p>Senior Staff Attorney, Office of the Clerk Position Announcement</p> <p>The Supreme Court of Appeals of West Virginia seeks an attorney to be employed in the Office of the Clerk for a full-time position. The attorney will be expected to assist the Clerk of Court with various aspects of the clerk's office operations, including case management, records management, opinion and order processing, publications management, and other matters as assigned by the Clerk. The Office of the Clerk provides guidance and direction to the public and members of the Bar, and renders legal analysis with regard to procedural rules, lawyer admission and disciplinary matters.</p> <p>A</p> <p>The successful candidate for this Senior Staff Attorney position must currently be a member in good standing of the West Virginia State Bar and have been a member of the West Virginia State Bar for a minimum of four years. The successful candidate must also have the ability to manage and complete multiple tasks simultaneously with minimal supervision, have a basic knowledge of computer databases, and have an exacting attention to detail. Salary commensurate with experience, not to exceed \$70,000.00 annually. State benefits offered include 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.</p> <p>A</p> <p>Full details for applying for the Senior Staff Attorney position are included on the Court website at http://www.courtswv.gov/Employment_packet.pdf</p> <p>A</p> <p>Applicants should submit a Judiciary Application for Employment including the release for criminal background check, a cover letter of interest, and resume, together with a recent sample of documents or presentations you have authored, to Edythe Nash Gaiser, Clerk, Supreme Court of Appeals of West Virginia, State Capitol, Room E-317, 1900 Kanawha Blvd., East, Charleston, WV 25305. Incomplete application packets will not be considered.</p> <p>The candidates being considered for employment will be subject to a criminal background check. 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. E-mail or facsimile applications not accepted. Applications received before January 26, 2018 will be given preference.</p>
Desired Class Level: Graduate/Alumni
Posting Date: February 1, 2018
Expiration Date: February 26, 2018
Contact: Edythe Nash Gaiser Clerk Room E-317, 1900 Kanawha Blvd., East Charleston, West Virginia 25305 United States
Resume Receipt: Other (see below)
How to Apply: http://www.courtswv.gov/Employment_packet.pdf
Additional Documents: Cover Letter
ID: 3253

Associate
Reminger

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Attorney at Law REMINGER CO., L.P.A. - Columbus, OH
	Large regional firm seeking associate with 0-5 years' of litigation experience for its Columbus office. Successful candidates will have excellent grades, self-motivation and an outstanding work ethic. Interested candidates should submit resume, cover letter, transcript and writing sample via email to Zachary Pyers at zpyers@reminger.com.
Desired Class Level: Graduate/Alumni	
Posting Date: January 30, 2018	
Expiration Date: March 30, 2018	
Contact:	T'Lisa Macon
	Executive Legal Assistant 200 South Civic Center Drive Suite 800 Columbus, Ohio 43215 United States
Resume Receipt: E-mail	
Default email for resumes.: zpyers@reminger.com	
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample	
ID: 3252	

Senior Litigation Attorney
The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time	
Practice Area(s): All Practice Areas	
Description: Senior Litigation Attorney: The Attorney General's Office seeks a Senior Litigation Attorney to handle high profile, complex and multi-state litigation. Candidates must have extensive litigation experience, be motivated self-starters with strong work ethic, integrity and professionalism. Excellent interpersonal, organizational and verbal/written communication skills are a must for this position. Experience with complex and multi-state litigation is preferred. Candidates must also have an active WV license or be eligible for admission.	
Please send your resume, a writing sample and preferred salary range to jobs@wvago.gov with "Senior Litigation Attorney" in the subject line.	
Desired Class Level: Graduate/Alumni	
Posting Date: January 25, 2018	
Expiration Date: March 12, 2018	
Contact: Ms. Cara B. Lightner Director of Human Resources State Capitol, Building 1, Room E-26 Charleston, West Virginia 25305 United States	
Resume Receipt: E-mail	
Default email for resumes.: jobs@wvago.gov	
ID: 3250	

Attorney - Part-time
Brewer and Giggenbach (Morgantown, WV)

Position Type: Part-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Small, local, well-established firm, is seeking a part-time attorney to join their group. This person should have uncommonly excellent research skills as the position is primarily research oriented. Excellent writing skills are a must! Also a bright, curious nature and high intellect. This part-time position is very flexible as to when and where work is conducted (working from home, at times, is possible). At least 2 years of post-law school experience is preferred. Please apply with your resume and a cover letter – writing sample may also be included.
Desired Class Level: LLM, Graduate/Alumni	
Posting Date: January 24, 2018	
Expiration Date: March 31, 2018	
Contact:	William Brewer Owner/Partner P.O. Box 4206 Morgantown, West Virginia 26504 United States http://bglawhelp.com/
Resume Receipt: E-mail	
Default email for resumes.: wbrewer@brewerlaw.com	
Additional Documents: Cover Letter, Writing Sample	
ID: 2225	

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: 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: 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	

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

Position Type: Full-time	
Practice Area(s): Employment	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	<p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM in Downtown Flushing, NY. We engage in aggressive litigation on behalf of blue-collar immigrant workers against employers who violate federal and state laws.</p> <p>Seeking a BILINGUAL JUNIOR ASSOCIATE to support all aspects of our fast-paced business. Primary responsibilities include research and drafting discovery requests and responses, motions, and other forms of correspondence to courts, interviewing clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions. This position is a great opportunity for bilingual attorneys with a demonstrated interest in economic justice/ poverty alleviation. Fluency in Chinese/ Spanish is a requirement. Admission to the NY Federal Bar is a must. (Note: Recent law graduates who have passed the bar but have not yet been admitted should apply only once they are admitted to the bar and to the district court as well.)</p> <p>Requirements</p> <p>Fluency in Chinese/ Spanish is a must!</p> <p>Applicant must be already admitted to New York Federal District Court Bar, and preferably in the District of New Jersey as well.</p> <p>An ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.</p> <p>To apply, send a resume with cover letter, legal writing sample, writing sample in either Chinese or Spanish, school transcript, & list of cases in which you appeared as the attorney of record for.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level:	LLM, Graduate/Alumni
Posting Date:	January 15, 2018
Expiration Date:	February 15, 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:	3235

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

Position Type:	Full-time
Practice Area(s):	Employment
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>TROY LAW, PLLC is the NUMBER ONE WAGE AND HOUR LITIGATION FIRM located in downtown Flushing, NY. Seeking an EXPERIENCED EMPLOYMENT LAW LITIGATION ASSOCIATE.</p> <p>Primary responsibilities include managing and assigning cases to junior associates, directing the researching and drafting of discovery requests and responses, motions, and other forms of correspondence to courts, supervising intakes of clients in Chinese and/or Spanish, appearing before federal and state court, and preparing for and conducting depositions.</p> <p>This position is a great opportunity for attorneys with a demonstrated interest in employment wage-and-hour law.</p> <p>Requirements:</p> <p>â” Candidates must have at least two (2) years of relevant TRIAL experience in wage-and-hour and employment discrimination law before US district courts;</p> <p>â” who is Admitted in New York Federal Bar for at least one (1) year, and preferably in New Jersey;</p> <p>â” The ideal candidate is diligent, detailed-oriented, well-versed in research and articulate on a professional level and able to work independently.</p> <p>â” Ability to speak Chinese and/or Spanish preferred, but not required.</p> <p>To apply, send a resume with writing sample, cover letter, school transcript, & list of cases in which you appear as the attorney of record. Please apply only if you meet all of the requirements above.</p> <p>Summarize your Employment Law Trial Experience in a Table Format with the following pertinent information:</p> <p>â€¢ Complaint Filing Date;</p> <p>â€¢ Court;</p> <p>â€¢ Index Number;</p> <p>â€¢ Brief Description of Nature of Case (Wage-and-Hour or Employment Discrimination, including whether the case is a class-action case); and</p> <p>â€¢ Your involvement in the case (in intake, computation of damages, motion drafting, and other pertinent information).</p> <p>All your information will be kept confidential.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, New York. The scheduling is flexible.</p>
Desired Class Level:	LLM, Graduate/Alumni
Posting Date:	January 15, 2018
Expiration Date:	February 15, 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:	3236

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

Position Type:	Internship
Practice Area(s):	Bankruptcy, Employment, Immigration/Refuge, Labor
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>Gain hands-on legal experience in a friendly, fast-paced, 25-year-old boutique law firm with experienced attorneys and collegial staff by applying to the: 3-Month Legal Internship.</p> <p>The internship program is offered in our bustling downtown Flushing, where we conduct a diverse practice specializing in WAGE AND HOUR (EMPLOYMENT) LAW. Our GENERAL PRACTICE also includes:</p> <ol style="list-style-type: none">1. REAL ESTATE transactions;2. IMMIGRATION -- Family & Employment-based;3. MATRIMONIAL -- Contested & Un-contested;4. CORPORATION -- Incorporating, Stock Subscription & Acquisition;5. BANKRUPTCY -- Chapter 7, 13 & 11;6. COMMERCIAL LITIGATION--IP; and7. PERSONAL INJURY -- City, State & Federal Courts. <p>Successful candidate(s) will gain experience in all aspects of LITIGATION PRACTICE under direct attorney supervision and will receive training in:</p> <ol style="list-style-type: none">1. Drafting Complaints, Answers, Affirmative Defenses & Counterclaims;2. Conducting Discovery, such as Automatic Disclosures, Interrogatories, Requests for Document Production, Deposition Appearance;3. Writing Legal Memos on Motions for Summary Judgment, Motions to Dismiss, Temporary Restraining Orders, PI, Attachment;4. Preparing Trial Notebook, Pre-trial Order, Jury Instructions, Voir Dire, Motion in Limine, Evidentiary Hearing & Trial;5. Training in ECF, PACER, NYSCEF for Fed, State and Bankruptcy;6. Interviewing Clients, Court Appearances; and7. Working with government agencies. <p>EXCELLENT TRAINING for</p> <ul style="list-style-type: none">• Recent law school graduate or law student looking to obtain crucial experience in above specialty work in a competitive market or to apply to future careers,• New attorney, awaiting admission, pending bar result• February 2016 Bar Exam Takers and/or a• Rookie attorney from a foreign state with limited knowledge about NY/Fed practice. <p>Fellow interns have been recent graduates of top law schools across the nation including Harvard, Yale, University of Pennsylvania, University of Virginia, Columbia, NYU, Fordham, Cornell, Boston, Vanderbilt, Emory and Tulane Law Schools.</p> <p>An intern can also receive academic credit under school program for an Internship, Externship, OPT, or 50 hours of Pro Bono, and a letter of recommendation upon request and successful completion.</p> <p>Those interested in litigation practice, including the opportunity to conduct a trial at the back end of the initial term are strongly encouraged to apply.</p> <p>Apply with a cover letter, resume, writing sample, and school transcript. Fluency in Mandarin Chinese and/or Spanish is a plus and should be noted on the cover letter, but is by no means required.</p> <p>Please note that successful candidates must be available for an in-person interview in Flushing, Queens. The scheduling is flexible.</p>
Desired Class Level:	1L, 2L, 3L, LLM, Graduate/Alumni, Class Level
Posting Date:	January 15, 2018
Expiration Date:	February 15, 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:	3237

Litigation Associate
Lamp Bartram Levy Trautwein & Perry, PLLC (Huntington, West Virginia)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description:	Small to medium sized Huntington multi-practice firm is seeking qualified candidates for a position as a litigation associate in its civil litigation department. This department focuses primarily on defense of personal injury cases and insurance related matters. Qualified candidates can expect to be involved in all facets of a litigation practice and will work with various attorneys in the firm. Candidates should have strong research, writing and analytical skills. In person interviews will be scheduled for candidates on a date to be determined.
Required Documents: resume/cover letter/writing sample/transcript	
Desired Class Level: 3L, LLM, Graduate/Alumni	
Posting Date: January 10, 2018	
Expiration Date: March 30, 2018	
Contact: Donna Myers 720 Fourth Avenue Huntington, West Virginia 25701 United States	
Resume Receipt: E-mail	
Default email for resumes.: dmyers@lbtplaw.com	
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample	
ID: 3012	

Part-Time Family Law Attorney
Legal Services of Eastern Missouri, Inc. (St. Louis)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: PART-TIME FAMILY LAW ATTORNEY POSITION
<p>Legal Services of Eastern Missouri, Inc. (LSEM), a non-profit law firm that provides free legal assistance to persons living with low income/low opportunity, seeks a part-time attorney (24 hours/week) to work in the LSEM St. Louis office. LSEM's family law/domestic violence program known as the Lasting Solutions Program, in all substantive aspects of family law in Missouri. The attorney will represent survivors of domestic violence in orders of protection, divorce, custody and paternity cases in St. Louis City and County, St. Charles County and Jefferson County. The position will involve broad-based community advocacy and impact litigation where appropriate. The position also will involve community outreach activities and participating in collaborative efforts with agency partners on domestic violence/family law matters. This position will provide holistic advocacy along with a team of attorneys and social workers.</p> <p>Strong work ethic, communication skills, ability to relate well with low-income, disabled and senior clients, flexibility and teamwork required. Previous experience in legal services and/or demonstrated commitment to public interest law work or to legal services for persons living with low-income/low opportunity or who are disabled is strongly preferred. Missouri Bar license or ability to be admitted by the first available exam, by application without examination or by temporary certification required. Family Law experience strongly preferred. The ideal candidate will have strong litigation and advocacy skills, excellent writing ability and be computer proficient. Compliance with various grant reporting needs and LSEM regulatory rules required. LSEM is an equal opportunity employer. www.lsem.org</p> <p>Salary and Benefits Information:</p> <p>Salary is commensurate with experience. Benefits include: paid time off, 403(b) and profit sharing plans, employee assistance plan, flexible spending account, and paid CLE and Bar dues.</p> <p>Application Information:</p> <p>Please send a cover letter and resume to: John Early, Director of Human Resources & Operations, Legal Services of Eastern Missouri, at jgearly@lsem.org.</p> <p>Submission Deadline: February 11, 2018.</p> <p>Equal access to LSEM's office is available. Those applicants requiring accommodation to the interview/application process should contact the Human Resources Director at the e-mail address listed above.</p>
Desired Class Level: Graduate/Alumni
Posting Date: January 9, 2018
Expiration Date: February 14, 2018
Contact: John G. Early 4232 Forest Park Ave. St. Louis, Missouri 63108 United States
Resume Receipt: E-mail, Accumulate Online
Default email for resumes.: jgearly@lsem.org
How to Apply: jgearly@lsem.org
Additional Documents: Cover Letter
ID: 3228

Associate Attorney, Healthy Communities at Earthjustice
Earthjustice

Position Type: Full-time	
Description:	<p>Earthjustice is the premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people's health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change. We partner with thousands of groups, supporters, individuals and communities to engage the critical environmental issues of our time, and bring about positive change. We are here because the earth needs a good lawyer.</p> <p>Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring people who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with offices in Anchorage, Juneau, Los Angeles, Tallahassee, Miami, Honolulu, New York, Philadelphia, Denver, Seattle, Bozeman, and Washington, DC.</p> <p>Earthjustice is seeking qualified applicants for a Healthy Communities Associate Attorney position to begin work in 2018. The position will be based in Earthjustice's offices in New York, NY.</p> <p>The Associate Attorney program is a three-year position designed to help early-career attorneys to develop into thoughtful, professional, and effective advocates skilled in the various phases of public interest litigation. As Associate Attorneys gain experience, they gradually take on more independent responsibility for their cases, but they work throughout their tenure under the supervision of a Staff Attorney or the Managing Attorney. Many Associates have gone on to other positions within Earthjustice or with other public interest organizations. The attorney selected for this position will focus on litigation and advocacy centered around our Healthy Communities program. The Healthy Communities program is at the heart of Earthjustice's mission to defend the right of all people to a healthy environment and encompasses Earthjustice's work on clean air, clean water, toxic chemicals, waste facilities, pesticides, and sustainable agriculture. We are building our capacity to promote improved public health and to support and defend communities against the disproportionate impact of environmental harms.</p> <p>The Northeast Office handles a range of Healthy Communities cases involving, among other things, fighting for stronger federal protections against toxic substances; holding government agencies accountable for actions that subject already overburdened communities to further environmental injustices; and developing strategies that significantly reduce health, environmental, and climate harms in the production of our food and make healthy food more available and affordable for all. Our goal is to produce the highest quality legal work in a diverse, inclusive, supportive, and collegial environment.</p>
Responsibilities	<p>:</p> <p>-Work closely with Staff Attorneys and clients to investigate, develop, and prosecute cases.</p> <p>-Participate in the full range of tasks involved in complex litigation, including factual investigation, legal research and analysis, development of legal theories for advocacy and litigation, discovery, briefing, and oral advocacy.</p> <p>-Assume increasing levels of responsibility for case management and client relations, as skills grow.</p> <p>-Conduct and participate in outreach and strategic visioning with local community groups.</p> <p>-Participate in communications strategies around Healthy Communities campaigns.</p> <p>-Help to build productive legal teams and to foster an inclusive, supportive, and collegial environment.</p> <p>-Join efforts to recruit, hire, and retain a diverse staff, including legal clerks and full-time employees.</p>
Qualifications:	<p>-Law school graduate with up to two years of legal experience and strong interest in litigation. Admitted to, or willing to apply for admission to, the New York State Bar.</p> <p>-Excellent research, analytic, writing and communication skills.Strong work ethic, initiative, sound yet creative judgment.</p> <p>-Strong desire to fight for the right of all to a healthy and sustainable environment.</p> <p>-Ability to work well in a team-oriented atmosphere.Commitment to serving the public interest.</p> <p>-Demonstrates an awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds and orientations.</p> <p>-</p> <p>Contributes to the creation of a diverse, equitable and inclusive work culture that encourages and celebrates differences.</p> <p>We offer a mission- and employee-focused work environment and a competitive compensation package, including excellent benefits. Earthjustice is an equal opportunity employer and highly values diversity.</p>
Desired Class Level: Graduate/Alumni	
Posting Date: January 4, 2018	
Expiration Date: February 9, 2018	
Contact: Earthjustice California Regional Office Los Angeles, California United States	
Resume Receipt: Other (see below)	
How to Apply: https://app.jobvite.com/j?aj=o12C6fwv&s=OneStop	
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents	
Requested Document Notes: Interested candidates should submit a: <ul style="list-style-type: none">• Resume.• One- or two-page cover letter that addresses at least the following subjects: (1) why you are drawn to Earthjustice's mission and whether there are particular legal, environmental or justice issues that inspire you; and (2) aspects of your background that demonstrate competence to work with diverse clients and colleagues.• Writing sample, preferably a legal brief or memorandum that primarily reflects your work.• Law school transcript.• List of three references.	
ID: 3222	

Personal Injury Attorney - Denver

Zinda Law Group, PLLC

Position Type:	Full-time
Geographic Preference:	West (CA, NV, UT, CO, MT, WY)
Description:	<p>Personal Injury Attorney - Denver</p> <p>Zinda Law Group is a rapidly growing elite personal injury law firm. We handle complex cases and maintain a small docket, enabling us to best serve our clients. Our clients expect top-notch representation and that is exactly what we provide. We pride ourselves on our skills, compassion, and commitment to helping those in need.</p> <p>We are looking for an ambitious, dedicated, and passionate lawyer who aspires to become an elite trial attorney to join our team in our Denver office. If this sounds like you, please apply. We would love to hear from you.</p> <p>Firm Philosophy: It is our firm belief that every member of our team is valuable and should have the opportunity for a financially and personally fulfilling career. Our firm is structured to provide its attorneys outstanding opportunities to advance and grow within the firm. All of our attorneys handle cases from intake through verdict, with continuous opportunities for on-going training and mentoring by our excellent team. At Zinda Law Group, everyone goes home at the end of the day knowing they have done a great job for our clients and have made a positive contribution to the lives of others. Our law firm is a great place to work.</p> <p>Our core principles are:</p> <ol style="list-style-type: none">1. Excellence Always;2. Only the Best;3. Failure is Not an Option;4. We All Take Out the Trash;5. Run the Firm Like a Business. <p>We are looking for someone with the following qualifications and experience:</p> <p>At least one (1) year of experience practicing personal injury -- either plaintiff or defense;</p> <p>Must be licensed and in good standing with the Colorado State Bar;</p> <p>Licensed and in good standing with TX, AZ, and/or NM State Bars is a plus, but not required;</p> <p>Bilingual in Spanish a plus, but not required;</p> <p>Experience drafting and responding to motions;</p> <p>Experience in presenting oral arguments at contested hearings and trials (bench and/or jury);</p> <p>Experience taking and defending depositions;</p> <p>Experience trying cases;</p> <p>Substantial knowledge of CRCP and Rules of Evidence;</p> <p>Excellent work ethic with the drive to "get the job done";</p> <p>Great attitude and ability, MUST work well with support staff, and be very organized.</p> <p>Zinda Law Group, PLLC https://www.zdfirm.com</p> <p>The hired person will be: Organized Able to "Think Outside the Box" Energetic Self-motivated Driven Ambitious High level of initiative</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	January 3, 2018
Expiration Date:	February 8, 2018
Contact:	Kate Howard Recruiting 8834 North Capital of Texas Highway Austin, Texas 78759 United States
Resume Receipt:	Other (see below)
How to Apply:	https://zdfirm.bamboohr.com/jobs/view.php?id=113
Additional Documents:	Cover Letter
ID:	3220

POSTED January 3, 2018 - 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 get their foot in the door at a patent law firm and prove that they have what it takes to be a superstar patent associate. Our patent associate trainee program provides in-depth training in patent application drafting with the potential to become a full-time associate with our firm. The patent associate trainee program is a temporary 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 leading technology companies.A
	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. During the training program you will be paid a salary, and your lodging will be paid for as well.A
	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. First year full-time associates at Harrity & Harrity earn higher salaries than their peers at other patent firmsâ€the salary potential, for your first full year of employment as a full-time professional, is \$200K+ .A
	To apply for this position, submit a resume and a cover letter explaining why you would be a good candidate for the program to pat@harrityllp.com.A
	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: 2L, 3L, Graduate/Alumni	
Posting Date: January 3, 2018	
Expiration Date: February 9, 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: 3221	

Land Use Clinician - Law
West Virginia University College of Law, Land Use and Sustainable Development Law Clinic (WVU College of Law)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <div>Land Use Clinician - Law job - WVU Research Corporation - Morgantown, WV</div> <div>Where</div> <div>Morgantown, 1/WV</div> <div>Upload Your Resume</div> <div>Land Use Clinician - Law</div> <div>Company Info</div> <div>WVU Research Corporation</div> <div>The West Virginia University Research Corporation is seeking applications for a Land Use Clinician.</div> <div>This position is responsible for assisting the Director with education and training directed at non-profits and federal, state and local government officials to promote adoption of sustainable land use policies and practices with a focus on research and writing in the areas of land conservation, land use law and policy. In order to be successful in this position, the ideal candidate will Assist in the development and implementation of strategies for working with individuals, non-governmental organizations, governments and communities within West Virginia through research and writing in the areas of land conservation, land use law and policy. Assist the Lead Land Use Attorney with outreach, education and training directed at county and local government officials to promote adoption of sustainable land use policies and practices. Develop comprehensive plans and zoning ordinances and research and drafting on both traditional and innovative tools in the area of land use law and policy Train and supervise other staff, as well as second- and third-year law students, including advice on research and writing techniques. Contribute to the preparation of periodic reports describing the Clinic's activities. including the number of clients served and type of work performed Review substantive and administrative work of staff and students. including editing, proofreading and revision.</div> <div>Qualifications</div> <div>J.D. from ASA-accredited law school: At least one (1) year of experience in clinic or public interest law practice involving land use, watershed protection, sustainability, energy or environmental issues An equivalent combination of education and experience may also be considered Member in good standing of any U.S. State Bar preferred</div> <div>Requirements:</div> <div>Background check</div> <div>Resume</div> <div>Three professional references</div> <div>About Research Corporation AA/EOEMinorities/Females/Vet/Disability/E-Verify Compliant Employer.</div> <div>Please view Equal Employment Opportunity Posters provided by OFCCP here.</div> <div>The contractor will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information Competitive salary and benefits offered For a complete job description and to apply for this position, please visit http://hr.research1wvu.edu and click on the "View Jobs" link AA/EOE/Minorities/Females/Net/Disability/E-verify compliant employer,</div> <div>Job Posting : Dec 28, 2017 Posting Classification: Research Corporation Exemption Status: Exempt Benefits Eligible: Yes Schedule Full-time West Virginia University. 20 hours ago. Save Job. Or: Email Job</div>
Desired Class Level: Graduate/Alumni
Posting Date: January 2, 2018
Expiration Date: March 2, 2018
Contact: Ms. Katherine Garvey Director P.O. Box 6130 Morgantown, West Virginia 26506-6130 United States
Resume Receipt: E-mail
Default email for resumes.: katherine.garvey@mail.wvu.edu
ID: 3219

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

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

Associate Attorney
Oths, Heiser, Miller, Waigand & Clagg LLC

Position Type: Full-time		
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)		
Description:		
JOB NAME: Associate Attorney		
Job Basics:	Company Name	Oths, Heiser, Miller, Waigand & Clagg, LLC
	Position Title:	Associate Attorney
	Job Function:	Associate
	Job Type:	Full-time
Job Description:		
Southeastern Ohio law firm seeking an Associate Attorney, to assist and be mentored by senior shareholder, in its practice: including plaintiff personal injury, general litigation, commercial and institutional transactions, and collections. The firm is a regional law firm, serving clients primarily located within the area, served by the Fourth District Court of Appeals. Past experience in a prosecuting attorney's, and/or public defender's, office, and participation in legal clinics during law School, is desired. This position may provide the associate with a unique opportunity for advancement and transition depending upon the individual and ultimate fit within the existing practice. Benefits include an appropriate salary based upon experience qualifications; health insurance; retirement program; mentoring from all Shareholders of the various practices this firm encompasses.		
Ideal candidate should be self-motivated and willing to practice in a rural area which includes routine travel between counties. A recent admittee of the Ohio Bar, with, or up to, 3 years of experience is required.		
Location: 16 E. Broadway Street; Wellston, OH 45692		
Contact Information dellenberger@ohlaw.com/740-384-2111		
Allow online applications to my email-will accept resume/writing sample/references by email.		
Desired Class Level: Graduate/Alumni		
Posting Date: November 7, 2017		
Expiration Date: March 31, 2018		
Contact: Denise Ellenberger Office Manager 16 East Broadway Wellston, Ohio 45692 United States		
Resume Receipt: E-mail		
Default email for resumes.: dellenberger@ohlaw.com		
Additional Documents: Cover Letter, Writing Sample		
Requested Document Notes: Please send a cover letter, resume with reference and a writing sample. Either email or fax, or mail to PO Box 309 Wellston, OH 45692		
ID: 2987		

Title Agent
Percheron LLC (Bridgeport, WV)

Position Type: Full-time
Practice Area(s): Energy/Utility, Environmental, Real Property, PETROLEUM ENGINEERING, ENVIRONMENTAL SCIENCES
Geographic Preference: Unknown
Description: <p>The preferred candidate will also have an undergraduate degree in Energy Land Management or similar course of study. Must be familiar with "abstracting" courthouse records to determine the ownership of coal, oil, and natural gas. Must be able to interpret historical deeds to decipher granting language as well as exceptions and reservations. Should be familiar with state law of intestate succession.</p> <p>Additionally, the preferred candidate will have some experience working in a team environment both "in house" as well as remotely. Should have some management experience for possible advancement to project manager or team lead. Familiarity with the Microsoft Office Suite for Windows is a plus.</p> <p>Percheron Home Page</p>
Desired Class Level: 3L, Graduate/Alumni
Posting Date: November 1, 2017
Expiration Date: April 2, 2018
Salary Range: 60,000 - 69,999
Contact: Mr. Josh Gaddis Recruiting Manager 320 South View Drive, Suite 400 Bridgeport, West Virginia 26330 United States http://www.percheronllc.com
Resume Receipt: Accumulate Online
Additional Documents: Cover Letter, Unofficial Transcript
Requested Document Notes: Cover letter should be written in a business letter format with justified type. Cover letter should be signed in blue ink. Embolden the date submitted.
ID: 3097

Judicial Clerkship 2018-2019 Court Term
NJ Courts (Trenton, NJ)

Position Type: Full-time
Practice Area(s): All Practice Areas
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description: <div><p>Court Term: August 27, 2018 through August 31, 2019</p><p>Start your legal career in a court system recognized as one of the best in the nation and enhance your future career prospects. Professional law clerk positions are available in the New Jersey Judiciary for individuals with strong communication and analytical skills. Supreme Court law clerks work with Justices on complex cases involving difficult issues of law. Appellate Division law clerks conduct research, analyze legal data, prepare legal memoranda, process emergent motion applications, and proofread published opinions. Law clerks for assignment Judges learn all aspects of court administration and assist with processing emergent motions. Trial court law clerks gain practical experience while gaining valuable insight into the judicial process. Under the direction of one or more judges over the course of the year, trial court law clerks observe judicial proceedings, attend conferences with attorneys and Judges, receive training in mediation and mediate small claims cases and summarize information for judges. Tax Court law clerks perform duties similar to those assigned to law clerks in the Appellate Division and trial courts, but do not mediate cases.</p><p>To apply for a clerkship, please visit: http://www.judiciary.state.nj.us/public/lawclerks.html</p><p>To view the New Jersey Judiciary Law Clerk Application and Hiring Process Fact Sheet, please visit: http://www.judiciary.state.nj.us/public/assets/lawclerkrecruitmentfactsheet.pdf.</p></div>
Salary Information <div><p>Salaries listed are based on a 53 week court term. These are salary levels for the 2017-2018 Court Term. The salaries for the 2018-2019 Court Term are to be determined based on funding availability.</p><p>Supreme Court \$64,294</p><p>Superior Court Appellate Division \$58,701</p><p>Superior Court Assignment Judge \$53,810</p><p>Superior Court Chancery Division, General Equity \$53,810</p><p>Superior Court Chancery Division, Family \$49,571</p><p>Superior Court Law Division (Civil Criminal) \$49,571</p><p>Tax Court \$49,571</p></div>
Qualifications <div><p>Law clerks must have graduated from a law school approved by the American Bar Association by the time of their law clerk appointment. The Judiciary's law clerkship program is intended for recent law school graduates, which is defined as graduating within the last four years. Selected candidates will be required to provide an official, final law school transcript, not a photocopy, which includes the date of graduation from their law school at the time of hire. Excellent writing and analytical skills are essential.</p><p>It is helpful to have completed a course in mediation prior to the start of the clerkship. Under Court Rule, all trial court law clerks who will serve as mediators must first complete the Judiciary sponsored 12-hour mediation training or its equivalent. Applicants selected for clerkships can request a waiver from attending the Judiciary's training program at the start of the court term by providing documentation that confirms that they successfully completed an approved alternative dispute resolution course.</p></div>
Supplemental Information <div><p>Note: Law clerks may hold outside employment with prior approval as provided in the Code of Conduct for Judiciary Employees. The Code is available online at https://www.njcourts.gov/attorneys/assets/rules/appemploy.pdf (Download PDF reader).</p><p>Driver's License: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle is necessary to perform essential duties of the position.</p><p>Authorization to Work: US citizenship is not required. Selected candidate must be authorized to work in the US according to Department of Homeland Security, US Citizenship and Immigration Services regulations.</p><p>Special Note: Individuals selected for clerkships must agree to a thorough background check, which will include fingerprinting. All data received will be kept in the strictest confidence except to inform the individual of the findings and what action will be taken as a result of this information.</p><p>Residency Law: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all persons newly hired by the Judiciary must establish, and then maintain, principal residence in the State of New Jersey. Law clerks are not subject to the residency law during their 53 week term. Additionally, law clerks who serve a second clerkship in a higher court are exempt from the residency requirement. Clerks who anticipate moving into another state position immediately following their clerkship(s) must be mindful that, upon conclusion of their clerkship term, they will need to be New Jersey residents. Approximately 480 clerkships are available. Of those, a limited number of clerkships exist for the Supreme Court, Superior Court Appellate Division, Superior Court Assignment Judges, Superior Court Chancery Division in general equity court, and in the Tax Court. Applicants interested in those positions should apply early during the hiring process. Most openings exist in the Superior Court Law Division in civil and criminal court, and Superior Court Chancery Division in family court. For additional information see the Judiciary's website at http://www.njcourts.gov/public/lawclerks.html. Minorities, women, individuals with disabilities and other protected class members are encouraged to apply.</p><p>The NJ Judiciary requires all applicants to complete the application process fully and as instructed. All applicants must complete the work experience and education sections and attach any required documents. Applications must describe all relevant work experience in detail, beginning with your current or most recent job, including military service (indicate rank), internships and job-related volunteer work, if applicable. Use a separate section to describe each position or gap in employment. Applicants who do not include or enter all relevant education history or work experience or who indicate "see resume" or enter their initials to verify that they do not possess any education history or work experience in lieu of a completed application will not be considered, unless you do not possess any education history or work experience. If you have not fully completed the application or followed the application instructions, return to your application and update any incomplete or missing information before submitting. Only applicants that follow the application instructions and submit completed applications will be considered.</p><p>The New Jersey Judiciary consists of: the Supreme Court, the Superior Court including the Appellate Division and the Trial Court of the 15 vicinages in New Jersey, the Tax Court and the Municipal Court System. The Administrative Office of the Courts provides technical assistance, operational support, training, research and development, budget and personnel coordination, and development and operation of information systems for the Courts of New Jersey.</p><p>The Judiciary of New Jersey is an Equal Opportunity/Affirmative Action Employer Committed to Ensuring an Open Door to Justice</p></div>
Desired Class Level: 3L, Graduate/Alumni
Posting Date: October 20, 2017
Expiration Date: March 30, 2018

Contact: Lauren Morales 25 Market Street Trenton, New Jersey 08611	
Resume Receipt: Other (see below)	
How to Apply: https://www.governmentjobs.com/careers/njjudiciary/jobs/1740814/law-clerk?keywords=law%20clerks&pagetype=jobOpportunitiesJobs	
ID: 3076	

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: Graduate/Alumni
Posting Date: June 19, 2017
Expiration Date: August 27, 2018
Contact: Ms.1 Kimberly B. Douglas, Esq. EEO/AA Unit P.O. Box 037 Trenton, New Jersey 08625 United States
Resume Receipt: E-mail
Default email for resumes.: kimberly.douglas@njcourts.gov
Additional Documents: Cover Letter, Writing Sample, Other Documents
Requested Document Notes: www.njcourts.gov/public/lawclerks.html
ID: 2879