



Assistant Public Defender for the Tenth Judicial Circuit in
Office of the Public Defender/Beckley, WV (Beckley, West Virginia)
Tenth Judicial Court

Position Type: Full-time

Practice Area(s): Criminal - Defense

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

Job Location(s): Beckley, West Virginia (United States)

Description:

Job opening of Assistant Public Defender for the Tenth Judicial Circuit in Beckley, West Virginia. Responsibilities include: Criminal Defense representation, Felony and Misdemeanor, Appeal Work before the West Virginia Supreme Court of Appeals, juvenile cases, Writ of Habeas Corpus, Abuse and Neglect cases, Extradition, Parole and Probation violations.

Such position provides invaluable trial and appellate experience with immediate responsibility. The salary is negotiable depending upon experience; benefits included.

Desired Class Level: LLM, Graduate/Alumni

Posting Date: January 12, 2020

Expiration Date: February 1, 2020

Contact: Susan Delp
Office Manager/Legal Assistant
220 N. Kanawha Street, Suite 2 Beckley, West Virginia 25801 United States

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

Default email for resumes.: sdelp@raleighdefender.org

How to Apply: Resume and references including, including telephone numbers, must be postmarked no later than February 1, 2020.

Additional Documents: Cover Letter

Requested Document Notes: Please send Resumes, References and Telephone numbers immediately

ID: 4853

Behavior Health Advocate Project Supervisor

Legal Aid of West Virginia

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

Legal Aid of West Virginia (LAWV) is seeking a skilled motivated attorney with interest in advocating for the needs and rights of individuals facing challenges due to mental or behavioral health. The position will provide direct legal representation statewide to children and/or their families as well as adult consumers of mental health and substance abuse services, including patients in WV state-operated psychiatric hospitals. Position may be located in any LAWV office based upon applicant. In addition, the position will assist with supervision of attorney and non-attorney staff who serve the same population. LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave. Working for LAWV offers you the opportunity to advocate for equal justice for vulnerable West Virginians

Desired Class Level: Graduate/Alumni**Posting Date:** January 10, 2020**Expiration Date:** January 24, 2020**Contact:** Ms. Kerry LeMasters
West Virginia United States**Resume Receipt:** E-mail**Default email for resumes.:** jobs@lawv.net**Additional Documents:** Cover Letter, Other Documents**Requested Document Notes:** . If you are passionate about serving others and want to do rewarding work, please send cover letter and resume**ID:** 5476

Intake Attorney

The Pennsylvania Innocence Project (Philadelphia)

Position Type: Full-time

Practice Area(s): Administrative, Appellate, Criminal - Defense

Job Location(s): Philadelphia, Pennsylvania (United States)

Description:

Job Description

Intake Attorney

Pa IP Mission: The Pennsylvania Innocence Project is a non-profit, public interest law firm dedicated to exonerating those who have been convicted of crimes they did not commit and preventing innocent people from being convicted. That mission is coupled with a twofold educational mission: training law students and practicing lawyers to recognize and litigate valid innocence claims; and raising the consciousness of lawmakers and citizens about the systemic causes of wrongful convictions and the ways to safeguard against them.

Position Overview: The Intake Attorney will manage the Project's case intake/screening process and supervise directly the more than one hundred law student interns and pro bono lawyers engaged in reviewing cases submitted by incarcerated Pennsylvanians. The Intake Attorney will be responsible for auditing and reforming our current intake system to ensure that we are screening cases as effectively and quickly as possible. While the Intake Attorney will be integral to the success of the office and the ultimate representation of our clients, this is a non-litigation position. The Intake Attorney will not have their own caseload.

Qualifications:

1. Juris Doctor degree; preference given to barred attorneys and/or attorneys completing clerkships
2. Excellent management and organization skills
3. Strong written and verbal communication skills
4. Sense of humor and willingness to be a team player
5. Familiarity with or willingness to learn case management databases, including Salesforce and Clio
6. Project management and/or volunteer training experience preferred
7. Dual language proficiency preferred

Specific Responsibilities:

1. Manage case review process: Acquaint law student interns and pro bono lawyers with the Project's review procedures and requirements; together with the Project's paralegal, assign case review projects to legal interns and volunteer lawyers; monitor the progress of the case reviews, help in removing roadblocks to the case review, and reassign cases as circumstances warrant; review case review submissions for compliance with the Project's

procedural requirements; provide reviewers with feedback on their work; and recommend to the rest of the legal staff that cases be closed or advanced for more in-depth review and/or investigation.

2. Conduct review of existing case intake/screening process: Become familiar with the existing case screening process and make recommendations for streamlining it and ensuring the quality of the case reviews, reviewers, and evaluations; become familiar with intake best practices used by other Innocence Network organizations; audit intake process for inclusiveness to ensure that we are reaching as many potential clients as possible.

3. Track data regarding the case review process: Keep data on all aspects of the case review process, including: how long it takes for cases to be reviewed in each stage of the process; the number of cases assigned or awaiting assignment at each stage; a listing of the cases awaiting assignment; the number of cases closed or moved forward each year; and the productivity of individual volunteer lawyers. The intake attorney will need to update existing Salesforce database to better capture this information and make recommendations for improvements to the database.

4. Recruit and train volunteers: Arrange and conduct training sessions in the identification of bona fide innocence claims and the Project's procedural requirements for law students and attorneys who wish to volunteer their services to conduct case reviews.

To apply please email resume and cover letter to:

Michelle McEwen
 Paralegal
 Pennsylvania Innocence Project
 1515 Market St., Room 300
 Philadelphia, PA 19102
 michelle.mcewen@temple.edu

Desired Class Level: Graduate/Alumni
Posting Date: January 10, 2020
Expiration Date: February 15, 2020
Contact: Ms. Michelle McEwen Paralegal 1515 Market St, Suite 300 Philadelphia, Pennsylvania 19102 United States http://innocenceprojectpa.org
Resume Receipt: E-mail
Default email for resumes.: michelle.mcewen@temple.edu
Additional Documents: Cover Letter
ID: 5477

Mid-Level Associate

Nelson Mullins Riley & Scarborough (Huntington, WV)

Position Type: Full-time

Practice Area(s): Litigation

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

Job Location(s): Huntington, West Virginia (United States)

Description:

Nelson Mullins Riley & Scarborough LLP is seeking a mid-level associate to join its active litigation team in Huntington, West Virginia.

All candidates should possess the following credentials:

- Minimum of 3 years of meaningful litigation experience preferred
- Excellent academic credentials and strong writing, analytical, and communications skills
- West Virginia Bar admission preferred
- Legal project management experience is helpful

<https://careers-nelsonmullins.icims.com/jobs/2239/litigation-associate/job>

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

Posting Date: January 10, 2020

Expiration Date: January 31, 2020

Contact: Ms. Emily Martin
201 17th Street, N.W. Atlanta, Georgia 30363
United States

Resume Receipt: E-mail

Default email for resumes.: michelle.klett@nelsonmullins.com

Additional Documents: Cover Letter, Unofficial Transcript, Other Documents

Requested Document Notes: All candidates are asked to submit the following application materials:

- Cover letter
 - Resume
 - Copy of law school transcript
-

ID: 5475

Assistant Dean of Students

The University of Pittsburgh College of Law (Pittsburgh,PA)

Position Type: Full-time

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

Job Location(s): Pittsburgh, Pennsylvania (United States)

Description:

The University of Pittsburgh School of Law seeks a dynamic, empathetic, and approachable leader with an enthusiastic commitment to the educational mission of the Law School and a passion for helping students achieve their academic and professional goals to serve as its next Assistant Dean of Students.

Reporting to the Dean of the Law School, the Assistant Dean of Students provides leadership and vision in the area of student affairs, ensuring that students have a personalized, supportive, and successful educational experience. Prioritizing student wellness, the Associate Dean of Students coordinates and leads efforts to counsel, mentor, and advise students to be their best and healthiest selves amidst the stresses, rigors, and anxieties that are part of the law school experience.

The Assistant Dean of Students must work closely with the Office of Equity and Inclusive Excellence to pay particular attention to the critically important task of fostering an inclusive community that serves the needs of a diverse student population. Where necessary, the Assistant Dean of Students must also work with the Vice Dean to administer and apply the Law School's Standards of Academic Integrity.

A bachelor's degree is required. A J.D. or advanced degree in a relevant discipline is also required.

- Significant experience providing guidance and/or counseling is required, and such experience in higher education settings is preferred.
- 5-7 years of relevant work experience, which may include higher education administration or legal practice.
- Experience collaborating with senior leadership and staff in a higher education or comparable setting.
- Experience successfully managing people and projects, providing direction, setting priorities, identifying opportunities, and implementing major initiatives.

- Experience working with diverse constituencies and fostering a culture of diversity and inclusion.
- Excellent counseling skills.
- Demonstrated ability to listen to students with empathy and compassion.
- Sensitivity to the needs of ambitious high performing students operating under stress.
- Exemplary ability to cultivate an inclusive culture and environment.
- Sensitivity to the needs of underrepresented populations and experience dealing with multicultural groups, whether on the basis of disability, race, color, religion, national origin, ancestry, genetic information, marital status, familial status, sex, age, sexual orientation, veteran status, gender identity and expression, or otherwise.
- Outstanding interpersonal and communication skills characterized by the capacity to effectively interface with a range of constituents, including Law School students, faculty, alumni, staff, University colleagues, and the external community.
- Ability to work effectively with senior leadership at the Law School.
- Facility with data analysis.
- Ability to articulate a vision and develop and implement a strategic plan.
- Strong leadership qualities, including a service orientation, and the ability to both delegate and to execute, thereby leading by work and by example.
- Demonstrated skill and knowledge of, or ability to learn quickly, the internal workings of the University.
- Ability to exercise considerable judgment and discretion, in particular with respect to sensitive and confidential matters.

The University of Pittsburgh is an Affirmative Action/Equal Opportunity Employer and values equality of opportunity, human dignity and diversity. EOE, including disability/vets

Desired Class Level: Graduate/Alumni

Posting Date: January 9, 2020

Expiration Date: January 31, 2020

Contact: Human Resources
100 Craig Hall Pittsburgh, Pennsylvania 15260
United States

Resume Receipt: Other (see below)

How to Apply: Sarah Weissman
Assistant Director, Private Sector Careers
University of Pittsburgh School of Law
Pittsburgh, PA (412) 648-1411

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

Requested Document Notes: Send Resume, Cover Letter, Transcript

ID: 5467

Attorney

Cadence Counsel (900 Broadway, Suite 905)

Position Type: Part-time**Practice Area(s):** All Practice Areas**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Job Location(s):** Pittsburgh, Pennsylvania (United States)**Description:**

Cadence Counsel (www.cadencecounsel.com) is staffing a HEAVY OT project starting next week in PITTSBURGH for attorneys, JDs, LLMs and other law grads. The start date will be either Tue 1/14/20 or Wed 1/15/20.

The pay for admitted attorneys (any state) is \$28/hr & \$42/hr OT; and for other law grads (JD or LLM) \$24/hr & \$36 OT. The duration is 4 to 5 weeks, after which there's a likely transfer to another ongoing project.

If you're interested, please send resume to Jen Sharpe (jsharpe@cadencecounsel.com) and reference Pittsburgh in the RE: line. Call if you have questions: 803.807.7158.

Desired Class Level: LLM, Graduate/Alumni**Posting Date:** January 9, 2020**Expiration Date:** January 14, 2020

Contact: Ms Jennifer Sharpe
Associate Director, Cadence Counsel
900 Broadway, Suite 905 New York, New York
10003 United States

Resume Receipt: E-mail**Default email for resumes.:** jsharpe@cadencecounsel.com**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample, Other Documents**Requested Document Notes:** Contact Ms. Jennifer Sharpe**ID:** 5468

Financial Services Associate - Renewable Energy Project

Moore & Van Allen (Charlotte, NC)

Job Type: Full-time

Job Location(s): Charlotte, North Carolina United States

Job Description: Moore & Van Allen, PLLC, a large southeastern law firm with a national practice, is seeking an experienced transactional lawyer for its Financial Services practice. Preferred candidates would have one to three years of experience in finance transactions, ideally with some experience representing lenders and tax equity investors in renewable energy project finance transactions. Excellent academic performance and strong interpersonal skills are required. Competitive compensation package includes full benefits.

Desired Class Level(s): Graduate/Alumni

Posting Date: January 9, 2020

Expiration Date: February 15, 2020

Contact: Mollie Clark
New Associate Recruiting Manager
100 N Tryon St Charlotte, North Carolina
28202 United States

Resume Receipt: Other (see below)

Default email address for resumes: charlotterecruiting@mvalaw.com

How To Apply: <http://www.mvalaw.com/f-20.html>

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 5469

Tax Associate

Moore & Van Allen (Charlotte, NC)

Job Type: Full-time**Job Location(s):**

Charlotte, North Carolina United States

Job Description:

Moore & Van Allen, PLLC, a large southeastern law firm, is seeking a corporate tax associate to work in our Charlotte office. Qualified candidates will have experience with diverse, sophisticated transactional matters and review / negotiation of related transactional documents and will have advised on structuring business transactions in the most tax-efficient manner. Qualified candidates will have a JD or LLM in Taxation and at least four years of experience in mergers and acquisitions, including experience conducting tax due diligence. Candidate should have prior experience handling corporate tax matters such as formation, acquisition, disposition, and reorganization of business entities. Candidate should be very familiar with partnership and LLC structures and agreements. Federal tax controversy and international inbound / outbound tax experience is a plus. Competitive compensation package includes full benefits. Equal Opportunity Employer.

Desired Class Level(s): Graduate/Alumni**Posting Date:** January 9, 2020**Expiration Date:** February 15, 2020**Contact:** Mollie Clark

New Associate Recruiting Manager
100 N Tryon St Charlotte, North Carolina
28202 United States

Resume Receipt: Other (see below)**Default email address for resumes:** charlotterecruiting@mvalaw.com**How To Apply:** <http://www.mvalaw.com/f-20.html>**Additional Documents:** Cover Letter, Unofficial Transcript**Visual ID:** 5472

Assistant Dean of Students

The University of Pittsburgh College of Law (Pittsburgh,PA)

Position Type: Full-time

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

Job Location(s): Pittsburgh, Pennsylvania (United States)

Description:

Assistant Dean of Students
Law-Student Affairs - United States - (20000020)

The University of Pittsburgh School of Law seeks a dynamic, empathetic, and approachable leader with an enthusiastic commitment to the educational mission of the Law School and a passion for helping students achieve their academic and professional goals to serve as its next Assistant Dean of Students.

Reporting to the Dean of the Law School, the Assistant Dean of Students provides leadership and vision in the area of student affairs, ensuring that students have a personalized, supportive, and successful educational experience. Prioritizing student wellness, the Associate Dean of Students coordinates and leads efforts to counsel, mentor, and advise students to be their best and healthiest selves amidst the stresses, rigors, and anxieties that are part of the law school experience.

The Assistant Dean of Students must work closely with the Office of Equity and Inclusive Excellence to pay particular attention to the critically important task of fostering an inclusive community that serves the needs of a diverse student population. Where necessary, the Assistant Dean of Students must also work with the Vice Dean to administer and apply the Law School's Standards of Academic Integrity.

A bachelor's degree is required. A J.D. or advanced degree in a relevant discipline is also required.

- Significant experience providing guidance and/or counseling is required, and such experience in higher education settings is preferred.
- 5-7 years of relevant work experience, which may include higher education administration or legal practice.
- Experience collaborating with senior leadership and staff in a higher education or comparable setting.
- Experience successfully managing people and projects, providing direction, setting priorities, identifying opportunities, and implementing major initiatives.
- Experience working with diverse constituencies and fostering a culture of diversity and inclusion.
- Excellent counseling skills.
- Demonstrated ability to listen to students with empathy and compassion.
- Sensitivity to the needs of ambitious high performing students operating under stress.
- Exemplary ability to cultivate an inclusive culture and environment.
- Sensitivity to the needs of underrepresented populations and experience dealing with multicultural groups, whether on the basis of disability, race, color, religion, national origin, ancestry, genetic information, marital status, familial status, sex, age, sexual orientation, veteran status, gender identity and expression, or otherwise.

- Outstanding interpersonal and communication skills characterized by the capacity to effectively interface with a range of constituents, including Law School students, faculty, alumni, staff, University colleagues, and the external community.
- Ability to work effectively with senior leadership at the Law School.
- Facility with data analysis.
- Ability to articulate a vision and develop and implement a strategic plan.
- Strong leadership qualities, including a service orientation, and the ability to both delegate and to execute, thereby leading by work and by example.
- Demonstrated skill and knowledge of, or ability to learn quickly, the internal workings of the University.
- Ability to exercise considerable judgment and discretion, in particular with respect to sensitive and confidential matters.

The University of Pittsburgh is an Affirmative Action/Equal Opportunity Employer and values equality of opportunity, human dignity and diversity. EOE, including disability/vets

Assignment Category Fulltime-Regular
 Job Classification Staff.Administrator.IV
 Campus Pittsburgh
 Minimum Education Level Required Master's
 Minimum Experience Level Required 5-6 years experience
 Work Schedule Monday - Friday, 8:30 a.m. - 5:00 p.m.
 Hiring Range TBD based on qualifications
 Relocation Offered Yes
 Visa Sponsorship Provided Yes
 Background Check For position finalists, employment with the University will require successful completion of a background check
 Child Protection Clearances Not Applicable
 Required Documents Resume, Cover Letter

Desired Class Level: Graduate/Alumni
Posting Date: January 7, 2020
Expiration Date: February 7, 2020
Contact: Human Resources 100 Craig Hall Pittsburgh, Pennsylvania 15260 United States
Resume Receipt: Other (see below)
How to Apply: https://cfopitt.taleo.net/careersection/pitt_staff_external/jobdetail.ftl?job=20000020&tz=GMT-05%3A00&tzname=America%2FNew_York
Additional Documents: Cover Letter
ID: 5447

Corporate Counsel

Gabe's (Morgantown, WV)

Position Type: Full-time

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

Description:

Job Title:

CORPORATE COUNSEL

Department: Real Estate & Legal

Location: Store Support Center

PURPOSE: Responsible for providing counsel to the company.

WORKING RELATIONSHIPS: Reports to the Vice President of General Counsel & Real Estate.

POSITION RESPONSIBILITIES

Counsels company of a wide variety of legal matters (i.e. merchandising and marketing, corporate law, real estate, employment law, commercial contracts)

Represents company's interest EEOC claims, OSHA matters, and attend governmental hearings, as necessary

Drafts and negotiates commercial contracts, marketing documents and real estate leases, and merchandising agreements

COMPETENCIES

OPERATIONAL EXCELLENCE

DECISION QUALITY: Make correct decisions based on analysis, experience and judgment.

DRIVE FOR RESULTS: Push themselves and others consistently to meet or exceed goals.

MANAGING AND MEASURING: Assign responsibility and set clear, measurable objectives.

COMMUNICATION: Is able to write and verbalize succinctly in a variety of communication settings and styles; can get message across that have the desired effect.

TIME MANAGEMENT: Uses his/her time effectively and efficiently; values time; concentrates his/her efforts on the more important priorities; can attend to a broader range of activities.

MEETING ETHICAL STANDARDS: When confronted with ethical dilemmas, acts in a way that reflects relevant law, policy and procedures, and values; respects the confidentiality of information.

BRAND

CUSTOMER FOCUS: Establish a relationship with customers to glean first-hand information that will enhance their experience and our products and services.

GROWTH

ACTION ORIENTED: Enjoy working hard and enthusiastically take on new challenges. Focus on solutions—not problems.

FUNCTIONAL/TECHNICAL SKILLS: Accomplish a job with complete technical and functional knowledge and skills.

PLANNING & ORGANIZING: Plans and organizes tasks and work responsibilities to achieve objectives; set priorities; schedules activities; allocates and uses

resources properly.

PEOPLE

ETHICS AND VALUES: Adhere to appropriate core values and beliefs during good and bad times. Act in line with those values.

PEER RELATIONS: Find common ground and solve problems in a balanced manner that gains the trust and support of peers.

APPROACHABILITY: Build rapport and put others at ease. Easy to talk to. Listen.

PRODUCT

PRODUCT FOCUS: The ability to maintain direction and stay on target with the goals and project at hand to enhance the operational experience in stores.

PERFORMANCE MEASURES

Quality of support of the Company

QUALIFICATIONS

Must possess a Juris Doctorate from an accredited Law School/University/College

Must have a minimum of 5-7 years' experience in large law firm or in-house with a corporate law department

Must be a member of the State Bar

Skilled in Microsoft Word and Excel

Desired Class Level: Graduate/Alumni

Posting Date: January 7, 2020

Expiration Date: January 31, 2020

Contact: Kal Gibron
Chief Legal Officer
Morgantown, West Virginia 26505 United States

Resume Receipt: E-mail

Default email for resumes.: kal.gibron@gabes.net

Additional Documents: Cover Letter

ID: 5449

Judge's Law Clerk

Venango County Court of Common Pleas (Franklin PA)

Position Type: Full-time

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

Job Location(s): Franklin, Pennsylvania (United States)

Description:

JUDGE'S LAW CLERK POSITION AVAILABLE:

VENANGO COUNTY COURT OF COMMON PLEAS

TWO POSSIBLE POSITIONS: JANUARY 2, 2020 –
AUGUST, 2020

AUGUST, 2020 – AUGUST, 2021

STARTING SALARY: \$39,346.57

UPON SUCCESSFUL COMPLETION OF THE BAR:
\$43,442.12

FRINGE BENEFITS:

Individual health insurance coverage

Dental Insurance

Vision Insurance

Life Insurance

Mandatory participation in County's pension
program (refundable at end of service)

Send resume, letters of recommendation and writing
sample to:

THE HONORABLE ROBERT L. BOYER,
JUDGE

VENANGO COUNTY COURT HOUSE

1168 LIBERTY STREET, PO BOX 831

FRANKLIN, PA 16323

DEADLINE TO APPLY: AS SOON AS POSSIBLE

Desired Class Level: Graduate/Alumni

Posting Date: January 7, 2020

Expiration Date: February 7, 2020

Contact: Robert L. Boyer
The Honorable
1168 LIBERTY STREET, PO BOX 831 Franklin,
Pennsylvania 16323 United States

Resume Receipt: E-mail

Default email for resumes.: rwhitman@co.venango.pa.us

Additional Documents: Writing Sample, Other Documents

Requested Document Notes: Send resume, letters of recommendation and writing sample to:

THE HONORABLE ROBERT L. BOYER, JUDGE
VENANGO COUNTY COURT HOUSE
1168 LIBERTY STREET, PO BOX 831
FRANKLIN, PA 16323

DEADLINE TO APPLY: AS SOON AS POSSIBLE

ID: 5448

Attorney

Legal Aid of West Virginia

Position Type: Full-time**Practice Area(s):** All Practice Areas**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Job Location(s):** Huntington, West Virginia (United States)**Description:**

Legal Aid of West Virginia (LAWV) is seeking a skilled motivated attorney in our Huntington office. LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave. If you are passionate about serving others and want to do rewarding work, please send cover letter and resume via email to jobs@lawv.net by Wednesday, January 15, 2020. EOE Qualified women, minorities and people with disabilities are encouraged to apply.

Desired Class Level: Graduate/Alumni**Posting Date:** January 3, 2020**Expiration Date:** January 15, 2020**Salary Range:** Not Applicable**Contact:** Ms. Kerry LeMasters
West Virginia United States**Resume Receipt:** E-mail**Default email for resumes.:** jobs@lawv.net**Additional Documents:** Cover Letter, Other Documents**Requested Document Notes:** please send cover letter and resume via email to jobs@lawv.net**ID:** 5405

Attorney

Legal Aid of West Virginia (Charleston)

Position Type: Full-time**Practice Area(s):** All Practice Areas**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Job Location(s):** Charleston, West Virginia (United States)**Description:**

Legal Aid of West Virginia (LAWV) is seeking a skilled motivated attorney to help us change the lives of vulnerable clients in our Charleston office.

LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave. Working for LAWV offers you the opportunity to advocate for equal justice for vulnerable West Virginians. If you are passionate about serving others and want to do rewarding work, please send cover letter and resume via email to jobs@lawv.net by Wednesday, January 15, 2020. EOE Qualified women, minorities and people with disabilities are encouraged to apply.

Desired Class Level: LLM, Graduate/Alumni**Posting Date:** January 3, 2020**Expiration Date:** January 15, 2020**Salary Range:** Not Applicable**Contact:** Kate White
Charleston, West Virginia United States**Resume Receipt:** E-mail**Default email for resumes.:** kwhite@lawv.net**Additional Documents:** Cover Letter, Other Documents**Requested Document Notes:** please send cover letter and resume via email to jobs@lawv.net by Wednesday, January 15, 2020**ID:** 5406

Judicial Law Clerk

Monongalia County -17th Judicial Circuit Court (Morgantown)

Position Type: Full-time

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

Job Location(s): Morgantown, West Virginia (United States)

Description:

The Administrative Office of
The Supreme Court of Appeals of West Virginia
Position Announcement
SEVENTEENTH JUDICIAL CIRCUIT MONONGALIA
COUNTY
EMPLOYMENT OPPORTUNITY
Morgantown, West Virginia
Position open until filled (Posted 1-06-2020)

The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Phillip D. Gaujot. This position works under the direct supervision of Judge Phillip D. Gaujot in the Seventeenth Judicial Circuit, Monongalia County, WV. This is a salaried position. The position is described as follows:

CIRCUIT JUDGE LAW CLERK

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$50,946.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$59,538.00, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

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

Minimum Qualifications: A successful candidate must possess excellent legal research and writing skills.

The candidate must also possess the ability to communicate clearly and concisely. Ability to exercise good judgment and maintain tact, composure, and confidentiality. The candidate must possess strong

organizational skills and attention to detail.

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

Duties and Responsibilities:

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

- Perform legal research,
- Prepare confidential legal memoranda,
- Attend court hearings,
- Draft orders and opinions,
- Advise and assist judge with legal issues,
- Conduct discovery conferences,
- Respond to attorneys and self-represented litigants, and
- Monitor the court's docket.

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Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

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

The Administrative Office of the Courts

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

West Virginia Courts

West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The

Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at www.courtswv.gov.

Equal Opportunity in Employment

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

Application Process

To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator
Sarah Loftus

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

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

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

Desired Class Level: Graduate/Alumni

Posting Date: January 3, 2020

Expiration Date: January 31, 2020

Contact: Sarah Loftus,
Law Clerk Program Coordinator

Resume Receipt: E-mail

Default email for resumes.: sarah.loftus@courtswv.gov

Requested Document Notes: Resume, cover letter, writing sample, and requested documents listed above

ID: 5407

Public Counsel

Public Counsel (Los Angeles, CA)

Position Type: Full-time

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

Job Location(s): Los Angeles, California (United States)

Description:

Post-graduate opportunity: Volunteer at Public Counsel's Consumer Rights Education Project

About Us: Public Counsel is the nation's largest pro bono law firm, with eight different project areas handling litigation and direct services for low income individuals in Los Angeles County and across the country.

The Consumer Rights & Economic Justice Project handles matters both large and small, including class action cases involving victims of fraud who have experienced significant financial injury at the hands of unscrupulous individuals or businesses. We co-counsel nearly all our cases with outside firms, including some of the most prominent firms in the State. We are constantly developing new cases, both individual and impact matters, based in large part on our intake line, which handles hundreds of calls every year.

We rely on volunteer attorneys to help us with various aspects of our cases. Our volunteer attorneys include those who are waiting for bar results, between jobs, new to Los Angeles, or looking to widen their horizons and get into public interest law. Our volunteers interview clients and witnesses, analyze potential cases, research pertinent aspects of law, draft memoranda, and engage in various other associated litigation tasks. We include them in our weekly case review meetings and encourage them to observe at court when a matter comes on for hearing or to come to a deposition or mediation, if possible. Working with our team of experienced attorneys, you will gain a wide range of practical experience and make contacts to help you as you progress in your career.

Minimum Qualifications: California licensed attorney at any level of experience or individual awaiting bar results; excellent research and writing skills; Spanish proficiency is a plus.

Expected Time Commitment: A minimum of three days per week (preferably more) on site during normal business hours, for a minimum of three

months.

Date Needed: Ongoing

Location: At Public Counsel's main office in Koreatown: 610 South Ardmore Avenue, Los Angeles, CA 90005

How to Apply: Please send your resume, a 5-8 page writing sample and a cover letter to Steph Carroll at scarroll@publiccounsel.org with "volunteer attorney" in the subject line.

A minimum of three days per week (preferably more) on site during normal business hours, for a minimum of three months.

Date Needed: Ongoing

Desired Class Level: Graduate/Alumni
Posting Date: January 3, 2020
Expiration Date: January 31, 2020
Contact: Ms. Sandra Madera Project Coordinator 610 S. Ardmore Avenue Los Angeles, California 90005 United States
Resume Receipt: E-mail
Default email for resumes.: smadera@publiccounsel.org
Additional Documents: Cover Letter, Writing Sample
ID: 5410

Vermont Poverty Law Fellowship (VPLF)

Vermont Legal Aid

Position Type: Fellowship

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

Description:

Job Description:

The Vermont Bar Foundation and the Vermont Access to Justice Campaign are pleased to announce the availability of a two-year Vermont Poverty Law Fellowship (VPLF) beginning in August 2020. The VPLF program is looking for outstanding graduating law students and other new lawyers to help expand the reach of Vermont's existing legal services providers. Funding for salary and benefits will be provided by the Vermont Access to Justice Campaign.

The 2020 Fellowship will incorporate the Fellow's interests and background, as well as the needs of Vermont's low-income community. The Fellowship's focus will include work on one or more specific projects broadly impacting the lives of low-income Vermonters, as well as the day-to-day delivery of legal services to low-income clients. It will be fully integrated into the legal services being delivered by Vermont Legal Aid and Legal Services Vermont. Past Fellowship projects have focused on foreclosure, rental housing, flood relief, children's rights, veterans' rights, the opioid crisis, and mental health.

Fellows will work with the Vermont Bar Foundation and the Vermont Bar Association to publicize Fellowship activities, contribute to the public awareness of legal services in Vermont, and participate in the Vermont Bar Association's continuing legal education activities.

We are an equal opportunity employer. We are committed to building cultural competency in order to effectively serve our increasingly diverse client community. VLA invites all applicants to include in their cover letter a statement about how their unique background and/or experiences might contribute to the diversity, cultural vitality, and inclusive perspective of our staff and our legal services practice.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: January 3, 2020

Expiration Date: January 10, 2020

Salary Range: 50,000 - 59,999

Contact: Jada Pfeiffer
Account Manager, LAWMATCH
<http://www.vtlegalaid.org/vermont-poverty-law->

fellow United States

Resume Receipt: E-mail

Default email for resumes.: bwhtte@vtlegalaid.org

ID: 5409

Staff Attorney

Esperanza Immigrants Rights Project (Los Angeles, CA)

Position Type: Full-time

Practice Area(s): Immigration/Refuge

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

Job Location(s): Los Angeles, California (United States)

Description:

Esperanza seeks a full-time Staff Attorney to work primarily in our Representation Program, assisting detained and non-detained immigrants in removal proceedings.

The Staff Attorney will have the opportunity to work on a variety of cases under the supervision of a Managing Attorney. Representation will include applying for relief such as Asylum, Special Immigrant Juvenile Status, Cancellation of Removal, as well as contesting deportation with innovative legal theories.

Minimum Qualifications:

- Juris Doctorate;
- Active bar admission or awaiting bar results (California state bar preferred, but not required);
- Experience (including internships) in a legal setting (preferably in immigration and/or public interest law);
- Strong organizational, case management, legal research, and legal writing skills;
- Ability to take initiative and work under pressure;
- Willingness to be a team-player with an attitude and aptitude for collaboration;
- Passion for social justice for immigrants and vulnerable communities.

Preferred Qualifications:

- Proficiency in a second language such as Spanish, French, Mandarin, Portuguese, and Mayan dialect;
- Experience working with vulnerable client populations, particularly with children, families, or clients with mental health issues;
- Experience in community outreach and/or public speaking.

Desired Class Level: Graduate/Alumni

Posting Date: December 30, 2019

Expiration Date: January 31, 2020

Contact: Mr Jose Luis Garcia
Managing Attorney
1530 James M Wood Blvd Los Angeles, California
90015 United States

<http://www.esperanza-la.org>

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

Default email for resumes.: GArellano@ccharities.org

How to Apply: Simultaneously email cover letter, resume, at least 2 references, and a brief writing sample (5 pages or less) to:

(1) hrjobs@ccharities.org Catholic Charities of Los Angeles Human Resources Department; P.O. Box 15095, Los Angeles, CA 90015, and

(2) Gabriel Arellano, Esperanza Immigrant Rights Project, GArellano@ccharities.org. In email subject line please place your full name, and the position for which you are applying.

Additional Documents: Cover Letter, Writing Sample, Other Documents

Requested Document Notes: Other: 2 References

ID: 5403

Healthcare Regulatory and Transactional Associate

Moore & Van Allen (Charlotte, NC)

Job Type: Full-time

Job Location(s): Charlotte, North Carolina United States

Job Description:

The Charlotte office of Moore & Van Allen PLLC, a large southeastern law firm with a national practice, is seeking associate candidates with at least 3 years of healthcare regulatory and transactional experience. Applicants should have a strong interest in and experience with healthcare regulatory issues (including Stark, fraud/abuse, HIPAA, licensure and reimbursement matters) and corporate transactional/M&A experience. Candidates should possess strong academic credentials, excellent communication, drafting and writing skills, superior legal and practical problem-solving skills and the ability to interact with government regulators. We are looking for individuals who enjoy working in a team environment and seek opportunities to work on a broad range of regulatory matters and business transactions in the healthcare industry. Candidates are also required to have a Juris Doctorate from an American Bar Association accredited law school and be an active member in good standing with the North Carolina Bar as of the agreed employment start date or within a reasonable period thereafter.

Desired Class Level(s): Graduate/Alumni

Posting Date: December 20, 2019

Expiration Date: January 26, 2020

Contact: Mollie Clark
New Associate Recruiting Manager
100 N Tryon St Charlotte, North Carolina
28202 United States

Resume Receipt: Other (see below)

Default email address for resumes: charlotterecruiting@mvalaw.com

How To Apply: <http://www.mvalaw.com/f-20.html>

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 5393

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)

Job Location(s): Flushing, New York (United States)

Description:

Troy Law is seeking Experienced Wage and Hour Associates. We are a fast-growing Employment Litigation Boutique in Flushing, Queens, NY whose primary focus is fighting for underpaid and overworked immigrant workers throughout the United States.

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

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

Requirements:

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

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

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

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

Working at Troy Law puts you at the cutting edge of the nation's wage-and-hour and employment litigation advocacy. We are one of the largest firms in case load in the nation's Fair Labor Standards Act wage-and-hour litigation, and the largest firm in case load for the Chinese-American immigrant community, with over 300 cases pending in federal and state courts throughout the nation.

It is a challenge that demands a demonstrated interest in the employment and consumer protection law, the keen intellectual curiosity of an academic and a passion for public interest. The experience, exposure and relationships you gain here will put you on a path to a distinguished career in the public services. The connections you forge and the experience you gain are invaluable, and Troy Team alumni have gone on become federal and state judicial clerks, civil rights attorneys at the ACLU,

Legal Aid Society, and Public Defenders' Offices, leaders in the ABA, NYSBA, and NYC Bar Non-Profit/Public Interest Sector, and associates at Big Law.

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

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

- Complaint Filing Date;
- Court;
- Index Number;
- Brief Description of Nature of Case (Wage-and-Hour or Employment Discrimination, including whether the case is a class-action case); and
- Your involvement in the case (in intake, computation of damages, motion drafting, and other pertinent information).

All your information will be kept confidential.

Successful candidates must be available for an in-person interview in Flushing, Queens. The scheduling is flexible.

Desired Class Level: Graduate/Alumni
Posting Date: December 19, 2019
Expiration Date: January 19, 2020
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: 5387

Instructor/Assistant Professor Justice Admin/Criminology

University of Pittsburgh at Johnstown (Johnstown PA)

Position Type: Full-time**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Job Location(s):** Johnstown, Pennsylvania (United States)**Description:**

The University of Pittsburgh at Johnstown, a four-year undergraduate college of the University of Pittsburgh, invites applications for a non-tenure stream Instructor or Assistant Professor of Justice Administration and Criminology, beginning September 2020. Ph.D. or ABD in Criminal Justice or related field preferred, MA or JD and prior college teaching experience required. Prior relevant professional experience is also strongly preferred.

We are seeking an individual who will assist in the development of the major, particularly in the area of forensic sciences, and work closely with local agencies to create innovative experiential learning opportunities in the surrounding community. Individual will teach introductory and advanced criminal justice courses, including courses in forensic sciences and criminal investigations. Faculty members teach four courses each semester. Continuing professional development and college service expected. Candidates should exhibit skill and enthusiasm in teaching undergraduates and be willing to participate in all phases of departmental, divisional, and college activities.

Desired Class Level: Graduate/Alumni**Posting Date:** December 17, 2019**Expiration Date:** January 15, 2020

Contact: Search Chair
Department of Justice Administration and Criminology
450 Schoolhouse Road Johnstown , Pennsylvania
15904 United States

Resume Receipt: E-mail**Default email for resumes.:** wilsons@pitt.edu**Additional Documents:** Cover Letter, Unofficial Transcript, Other Documents

Requested Document Notes: To apply, candidates should send current curriculum vitae; a statement about teaching and research interests; current official undergraduate and graduate transcripts; and any materials related to their teaching experience, including recent course syllabi and student opinion surveys. Applicants should also arrange to have three current original letters of reference sent directly to the search committee.

Required Attachments: Cover Letter, Curriculum Vitae, Letters of Recommendation, Teaching Statement, Teaching Evaluations, Sample Syllabi

ID: 5370

Staff Attorney

Laurel Legal Services, Inc. (Greensburg, PA)

Position Type: Full-time

Practice Area(s): All Practice Areas

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

Description:

STAFF ATTORNEY

LAUREL LEGAL SERVICES, INC.

Laurel Legal Services, Inc., which provides free legal aid to indigent clients in a six county service area, including Cambria, Westmoreland, Clarion, Jefferson, Armstrong and Indiana County, is currently seeking applicants for a Staff Attorney position. This position is based out of the Johnstown office in Cambria County, but will require travel both within Cambria County as well as the other counties Laurel Legal serves.

GENERAL DEFINITION OF THE WORK:

This work primarily involves assisting, counseling and representing low income clients and victims of domestic violence in all aspects of a legal problem including housing, landlord and tenant issues, custody, unemployment, social security, debt collection, foreclosures, guardianships, expungements and clean slate cases, bankruptcy, utility shut offs, Protection from Abuse actions, and other related matters. Staff attorneys will be expected to interview, gather of facts, identify and clarify legal problems or issues, discuss of various options available to the client and formulate appropriate strategies to deal with this particular problem, which may include full representation before Common Pleas and Appellate Courts, magisterial district justices, hearing officers, or other administrative bodies, negotiation with other parties and counsel, and preparation of pleadings and defending clients.

Staff Attorneys are expected to be aware of and apply/implement rules, regulations, and instructions of Laurel Legal Services Inc. and its funding sources, as well as Pennsylvania substantive and procedural rules. This includes proper case management (including case closings), documentation and file maintenance. It also includes maintaining a working knowledge of program priorities, client eligibility requirements, and various funders and reporting requirements. Anyone hired for this position will received ongoing training.

MINIMUM QUALIFICATIONS/ TRAINING AND EXPERIENCE:

- Graduation from a college or university with a B.S. or B.A;

- Graduation from an American Bar Association accredited law school
- A Pennsylvania Law License
- 1-3 year's legal experience or a combination of equivalent experience or training. Specialized experience in a legal services program or other skills may substitute for amount of time, as determined by the Executive Director.
- This position will be based out of Cambria County, Johnstown, Pennsylvania but may require significant travel within Laurel Legal Services' 6 County service area.

BENEFITS:

Extensive fringe benefits including medical insurance, paid holidays, accrued vacation and sick leave, disability insurance, CLE credits, student loan assistance, and fixed work hours.

HOW TO APPLY:

Interested candidates must submit their application not later than January 17, 2020. Interviews will begin immediately, however this position will remain open until it is filled. To apply, please submit the following documents:

- A cover letter
- A current resume that includes all experience, education, training, outside activities, and other information relative to the position.
- A list of references, where available.

Desired Class Level: Graduate/Alumni

Posting Date: December 11, 2019

Expiration Date: February 1, 2020

Contact: Mr. Charles I. Himmelreich
Acting Executive Director
16 E. Otterman Street Greensburg, Pennsylvania
15601 United States
<http://www.laurellegalservices.org>

Resume Receipt: E-mail

Default email for resumes.: lcatalano@wpalaw.org

Additional Documents: Cover Letter, Writing Sample

ID: 5319

BILINGUAL (Spanish/English) STAFF ATTORNEY Granger, WA

Northwest Immigrant Rights Project

Job Type: Full-time

Job Location(s): Granger, Washington United States

Job Description: BILINGUAL (Spanish/English)

STAFF ATTORNEY POSITION

Granger, WA

Full time, exempt

<https://nwirp.org/jobs>

SUMMARY:

Northwest Immigrant Rights Project (NWIRP) seeks a Spanish-speaking attorney, or law graduate who took the July 2019—or will take the Winter 2020—bar examination, to provide direct representation, community outreach and education to individuals seeking legal assistance in a variety of immigration matters.

This position is based in NWIRP's Granger Office, which is located in Granger, WA, a city of over 3,000 people located in a rural area 25 miles southeast of Yakima. From this location, the office serves clients from across Central and Eastern Washington. The office has a staff of ten and serves a client base consisting largely of farmworkers and their families.

The staff attorney will provide legal assistance to community members through: (1) direct representation (2) individual consultations; (3) self-help assistance in the form of community workshops and legal clinics; and (4) community education. The attorney will focus on providing representation and legal assistance on a wide range of immigration cases including matters involving removal proceedings, Special Immigrant Juvenile Status (SIJS) petitions and applicable state court custody matters, asylum applications, protections for survivors of domestic violence and other crimes (including U visas), and citizenship applications. The staff attorney may also be assigned work relating to other immigration matters as needed.

Beginning annual salary is \$64,201 for a licensed attorney with no experience and is higher for attorneys with specific types of experience. For example, for someone with 10 years of non-profit immigration attorney experience the annual salary would be \$87,624; 20 years = \$103,889.

NWIRP is proud to be a unionized employer and this full time position is covered by NWIRP's Collective Bargaining Agreement. NWIRP offers a generous benefits package, including 100% of premiums for excellent health, vision and dental plans; 3% employer retirement contributions; disability/life/AD&D coverage; annual leave of 16 paid vacation days, 13 paid holidays, 12 paid health-related days; 12 weeks of paid parenthood leave after 6 months of employment; partially paid sabbatical after 6 years of employment.

COMMITMENT TO INCLUSIVITY, EQUITY AND REPRESENTATION:

Northwest Immigrant Rights Project is an equal opportunity employer committed to having a diverse staff, board, and volunteer base reflective of the communities we serve and that enhances our ability to create a vibrant environment where all members of the NWIRP community thrive. We strongly encourage applications from people of color, immigrants (including individuals who were formerly detained, undocumented, or who have navigated the immigration legal system), women, people with disabilities, members of the LGBT community, and other underrepresented and historically marginalized groups.

It is the policy of NWIRP to comply with all applicable federal, state, and local laws prohibiting employment discrimination. NWIRP is committed to providing a work environment free from discrimination and harassment. NWIRP does not discriminate on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental, or physical disability. Excepting any undue hardship, NWIRP will provide reasonable accommodations upon request for candidates taking part in all aspects of the selection process.

RESPONSIBILITIES:

- Conduct intakes, by phone and in person, and interview clients to gather or clarify information;
- Establish, organize, and maintain files;
- Provide direct representation to persons submitting affirmative applications with USCIS and the Department of State;
- Provide direct representation to persons in removal proceedings before the Immigration Court, on appeal to the Board of Immigration Appeals or before the federal courts, and before the Department of Homeland Security;
- Provide direct representation to persons in state custody proceedings, as needed;
- Provide direct representation and other forms of legal assistance to individuals in a wide range of immigration matters;
- Conduct presentations, workshops, legal clinics and individual consultations in Spanish and English;
- Perform administrative tasks related to grant reporting and other requirements;
- Participate in NWIRP's outreach, community education and development efforts;
- Perform other tasks as required and directed by supervisory staff.

Physical demands: While performing the duties of this job, the employee is regularly required to sit, stand and walk; use hands to finger, handle, or feel; reach with hands and arms; talk and hear; utilize a phone, computer, keyboard, pen and paper.

Emotional demands: While performing the duties of this job, the employee is regularly required to discuss topics including, but not

limited, to discrimination, domestic abuse and violence.

SKILLS AND QUALIFICATIONS:

- Law degree, or commitment to taking the Winter 2020 bar examination;
- Admission to the bar of any state in the U.S. (will consider a law graduate planning on taking the next bar examination);
- Demonstrated commitment to advancing and defending immigrant rights and willingness to support NWIRP's mission, vision, and values;
- Excellent written and oral communication skills;
- Commitment to working in a diverse working environment;
- Fluent in English and Spanish;
- Strong organizational skills and ability to work independently;
- Proficiency in use of web-based software, MS Word and MS Excel; and
- The applicant must have a valid driver's license and access to a vehicle as the position involves some travel

REPORTS TO:

Supervising Attorney, Granger Office

TO APPLY:

Please see <https://www.nwirp.org/wp-content/uploads/2019/12/NWIRPGrangerStaffAttorney2019.12.pdf> for the email to which you may send your resume with the subject "Staff Attorney Application - NAME". Full consideration will be given to those who apply by January 31, 2020, but applications will be accepted on a rolling basis until position is filled

Desired Class Level(s): Graduate/Alumni

Posting Date: December 9, 2019

Expiration Date: January 13, 2020

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

Resume Receipt: Other (see below)

How To Apply: <https://nwirp.org/jobs>

Additional Documents: Cover Letter

Visual ID: 5291

Staff Associate - Litigation

Steptoe & Johnson, PLLC (Bridgeport, Charleston, Huntington, and Morgantown, WV).

Position Type: Full-time

Practice Area(s): Litigation

Job Location(s): Charleston, West Virginia (United States)

Description:

Steptoe & Johnson PLLC is seeking a staff associate with practice ranging from entry level to 3 years of general litigation experience 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. This staff associate role is designed to be part of a client service team and ideal for a lawyer who does not seek to be in a partner-track position, but wants to continue providing top-quality legal representation for the firm's clients.

Steptoe & Johnson is among the NLJ's Top 150 law firms, with 14 offices in 6 states. In addition to litigation, Steptoe & Johnson's core strengths include energy, transactional, and labor and employment law, with over 275 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. Steptoe & Johnson provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

Desired Class Level: Graduate/Alumni

Posting Date: December 4, 2019

Expiration Date: February 1, 2020

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

Resume Receipt: Other (see below)

How to Apply: <https://www.steptoe-johnson.com/careers>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 5281

Litigation attorney wanted

Hamilton, Burgess, Young & Pollard, PLLC (Fayetteville, WV)

Position Type: Full-time

Practice Area(s): Administrative

Description:

Seeking an attorney motivated to learn litigation from the Plaintiff's perspective. Our firm litigates cases on behalf of consumers and injured people in Southern West Virginia. We are one of the few firms that handle bankruptcy and affirmative claims on behalf of consumers against their creditors and debt collectors. We also have a very active personal injury practice. Our offices are located in Princeton and Fayetteville, WV. No prior experience necessary, we're happy to train the right candidate.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: December 3, 2019

Expiration Date: March 7, 2020

Contact: Steven R. Broadwater, Jr.
Partner
PO Box 959 Fayetteville, West Virginia 25840 United States
<https://www.hamiltonburgess.com/>

Resume Receipt: E-mail

Default email for resumes.: lpollard@hamiltonburgess.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 5266

Staff Associate - Labor & Employment

Steptoe & Johnson, PLLC (Bridgeport, Charleston, Huntington, and Morgantown, WV).

Position Type: Full-time

Practice Area(s): Labor

Job Location(s): Morgantown, West Virginia (United States)

Description:

Steptoe & Johnson PLLC is seeking a staff associate with 3+ years of general litigation experience for its Morgantown, WV office. Experience with labor and employment is preferred but not required. Qualified candidates should have litigation experience commensurate with time in practice, strong writing and analytical skills, and excellent academic credentials. Experience with written discovery, motions practice, brief writing, depositions and witness interviews is particularly helpful. We offer a competitive starting salary and a comprehensive benefits package. This staff associate role is designed to be part of a client service team and ideal for a lawyer who does not seek to be in a partner-track position, but wants to continue providing top-quality legal representation for the firm's clients.

Steptoe & Johnson is among the NLJ's Top 150 law firms, with 14 offices in 6 states. In addition to litigation, Steptoe & Johnson's core strengths include energy, transactional, and labor and employment law, with over 275 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. Steptoe & Johnson provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

Desired Class Level: Graduate/Alumni

Posting Date: December 3, 2019

Expiration Date: February 1, 2020

Contact: Claire Thornton

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

Resume Receipt: Other (see below)

How to Apply: <https://www.steptoe-johnson.com/careers>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 5269

Judicial Clerk

Judge Joseph K. Reeder - Circuit Judge - West Virginia's 29th Ju
(Putnam County, WV)

Position Type: Full-time

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

Job Location(s): Winfield, West Virginia (United States)

Description:

The Administrative Office of The Supreme Court of Appeals of West Virginia Position Announcement TWENTY-NINTH JUDICIAL CIRCUIT PUTNAM COUNTY EMPLOYMENT OPPORTUNITY Winfield, West Virginia Position open until filled (Posted 10-31-2019) The Position The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Joseph Reeder. This position works under the direct supervision of Judge Joseph Reeder in the Twenty-Ninth Judicial Circuit, Putnam County, WV. This is a salaried position. The position is described as follows: CIRCUIT JUDGE LAW CLERK Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$50,946.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$59,538.00, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary. Position Purpose: The Circuit Court Law Clerk will be responsible for providing legal support to Judge Joseph Reeder. The position is a unique opportunity to learn court operations from the inside out, and gain invaluable "real life" practical experience while working in a challenging, high volume, highly-variable and fast-paced environment. Minimum Qualifications: A successful candidate must possess excellent legal research and writing skills. The candidate must also possess the ability to communicate clearly and concisely. Ability to exercise good judgment and maintain tact, composure, and confidentiality. The candidate must possess strong organizational skills and attention to detail. All circuit judge law clerks must sit for the West Virginia Bar Examination each time it is offered. The failure to pass the West Virginia Bar Examination within two (2) attempts will result in a loss of employment. West Virginia Bar Examination failures predating judicial employment count toward the two (2) attempts. Any person who has failed the West Virginia Bar Examination, or any bar examination, two (2) or more times is ineligible for these positions. Once a person passes the West Virginia Bar Examination, the issue of bar examination failures is moot. Additionally, the minimum law school G.P.A. for these positions is 2.2. Duties and Responsibilities: Each law clerk might have a broad spectrum of duties to perform, as every judge has specific legal and administrative support that they require of their law clerk. Duties and responsibilities may include, but are not limited to:

Perform legal research, Prepare confidential legal memoranda, Attend court hearings, Draft orders and opinions, Advise and assist judge with legal issues, Conduct discovery conferences, Respond to attorneys and self-represented litigants, and Monitor the court's docket. Page 2 of 2 Criminal Background Check: All successful candidates must submit to a criminal background check.

Compensation and Benefits include: Competitive salary based on experience and qualifications, Medical Insurance, Optional Flexible Benefits Coverage (dental, vision, disability, and excess medical), Life insurance, Defined benefit pension plan, Section 457 deferred compensation plan, 12 paid holidays, and Annual and sick leave. The Administrative Office of the Courts The AO, located in Charleston, West Virginia, provides administrative direction and support to all elements of the state judiciary. West Virginia Courts West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at www.courtswv.gov. Equal Opportunity in Employment It is the policy of the West Virginia judiciary to provide equal opportunity in employment for all persons, and to recruit, select, train, promote, retain, and discipline without regard to race, color, sex, age, disability, religion, sexual orientation, or national origin. Further, it is the policy of the West Virginia judiciary to maintain a professional workplace in which individuals are accorded respect, and an environment free of harassment, including verbal or physical conduct that creates an intimidating or hostile environment for any individual on any prohibited basis. As an employer with an Equal Employment Opportunity/Affirmative Action Plan, the Court complies with government regulations and related Equal Employment Responsibilities where applicable. Application Process To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at sarah.loftus@courtswv.gov. Cover Letter, Resume, Law School Transcript, Writing Sample, References (at least three, including current contact information), Signed Court Employment Application (available on Court website), and Signed, Notarized Release for Criminal/Background Check (available on Court website). All of the requested documents and information must be received before a final employment decision will be made. Thank you for your interest in employment with the Supreme Court of Appeals of West Virginia.

Desired Class Level: Graduate/Alumni

Posting Date: November 14, 2019

Expiration Date: January 14, 2020

Contact: Jacqueline Lowry

Resume Receipt: E-mail

Default email for resumes.: sarah.loftus@courtswv.gov

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

ID: 5159

Attorney Litigation and Corporate

McClelland Legal Search

Position Type: Full-time

Job Location(s): Pittsburgh, Pennsylvania (United States)

Description:

Attorney (Litigation + Corporate):

Position Type: Full-time, permanent position

Employer Name: Disclosed upon receipt of resume

Job Title: Attorney

Job Description: Our client is looking for an attorney with 5 years of experience working on a mixture of litigation matters and corporate matters.

Hiring Criteria: Mix of litigation and corporate experience and admitted in Pennsylvania.

Location: Pittsburgh area

Materials requested: Resume

Deadline to apply: No deadline but search is active and interviews ongoing

Compensation Details: Compensation determined by experience

Desired years of Experience: 5 years of litigation and corporate experience

How we would like to receive the materials:
Interested candidates should send their information to : dianne@mcclellandlegalsearch.com

Desired Class Level: Graduate/Alumni

Posting Date: November 6, 2019

Expiration Date: March 31, 2020

Contact: Dianne McClelland

Resume Receipt: E-mail

Default email for resumes.: dianne@mcclellandlegalsearch.com

ID: 5120

Associate Attorney

Bernard Stuczynski Barnett & Lager, PLLC (Erie, PA)

Position Type: Full-time**Practice Area(s):** Worker's Compensation**Description:**

Thriving personal injury law firm seeks litigation attorney who is a recent law school graduate licensed to practice in Pennsylvania or a third-year law student scheduled to take the July 2020 Pennsylvania Bar Examination.

The successful candidate will be personable, intelligent, clever, and have a strong desire to learn and win. The candidate must also be willing and able to develop evidence and legal theories to support his/her client's cause. We serve clients throughout western and central Pennsylvania—some travel will be required.

Our firm offers an incentivized compensation and benefits package with an opportunity for professional growth. Candidate will be handling matters related to Personal Injury/Motor Vehicle Accidents, Workers' Compensation and Social Security Disability. To learn more about our firm and our specific areas of practice, please visit our website at ErieInjury.com.

If you are prepared to make a career seeking justice and adequate compensation for injury victims by battling corporations and insurance companies, then please submit your resume and cover letter detailing why you possess the necessary qualifications.

Desired Class Level: Graduate/Alumni**Posting Date:** November 1, 2019**Expiration Date:** May 1, 2020

Contact: Attorney Adam E. Barnett
Esquire
234 W 6th Street Erie, Pennsylvania 16507-1319
United States
<http://erieinjury.com>

Resume Receipt: E-mail, Other (see below)**Default email for resumes.:** adam@erieinjury.com

How to Apply: Fax 814-454-7488
U.S. Mail

Additional Documents: Cover Letter**ID:** 5103

Litigation Attorney

Hawkins Parnell Thackston & Young LLP (Charleston, WV)

Position Type: Full-time**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Job Location(s):** Charleston, West Virginia (United States)**Description:**

Hawkins Parnell & Young LLP is seeking a well-rounded, highly-motivated litigation attorney with 1-3 years of experience for its Charleston, WV office. The successful candidate must have an active Bar License, strong academic credentials, and willingness to learn and gain trial experience from a dedicated and successful litigation team. This opportunity offers a broad experience base to talented attorneys who wish to join a success driven, vibrant team.

HPY represents a variety of clients from global corporations to small local businesses and individual clients in high-risk litigation and business disputes across the country and U.S. Territories. The successful candidate will be a part of a national team of 300 lawyers and professional staff spread across ten offices located in Atlanta, Austin, Charleston, Chicago, Dallas, Los Angeles, Napa, New York, St. Louis, and San Francisco.

HPY offers a competitive salary complemented by a full, comprehensive benefits package including Medical Insurance, Vision Plan, Dental Insurance, Life Insurance, 401k, Short and Long Term Disability and Profit Sharing.

Desired Class Level: 3L, LLM, Graduate/Alumni**Posting Date:** October 15, 2019**Expiration Date:** February 28, 2020

Contact: Ms. Dawn Anderson
Chief Human Resources Officer
303 Peachtree Street, NE, Suite 4000 Atlanta ,
Georgia 30308 United States
<http://hpylaw.com>

Resume Receipt: E-mail, Accumulate Online**Default email for resumes.:** danderson@hpylaw.com**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample, Other Documents**Requested Document Notes:** Resume, Cover Letter, Transcript and Writing Sample**ID:** 5052

Attorney

McClelland Legal Search

Position Type: Full-time

Practice Area(s): Litigation

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

Job Location(s): Pittsburgh, Pennsylvania (United States)

Description:

Attorney (Civil Litigation + Family Law + Reviewing and Revising Corp Agreements):

Position Type: Full-time, permanent position

Employer Name: Disclosed upon receipt of resume

Job Title: Attorney

Job Description: Our client is looking for an attorney that has 5 - 10 years of experience. The position is a unique mix of civil litigation, family law and business/corporate contract review and drafting.

Hiring Criteria: The successful candidate should have a mix of litigation, family law and transactional (revising and reviewing corporate agreements) experience and admitted in Pennsylvania.

Location: Pittsburgh area

Materials requested: Resume

Deadline to apply: No deadline but search is active and interviews ongoing

Compensation Details: Compensation determined by experience

Desired years of Experience: 5 - 10 years of relevant experience

How we would like to receive the materials:

Interested candidates should send their information
to : dianne@mcclellandlegalsearch.com

Desired Class Level: LLM, Graduate/Alumni
Posting Date: October 10, 2019
Expiration Date: March 31, 2020
Salary Range: Not Applicable
Contact: Cynthia McClelland 426 Frick Building 437 Grant Street Pittsburgh, Pennsylvania 15219 United States
Resume Receipt: E-mail
Default email for resumes.: dianne@mcclellandlegalsearch.com
Additional Documents: Other Documents
Requested Document Notes: Send Resume to: dianne@mcclellandlegalsearch.com
ID: 5042

Corporate Attorney

McClelland Legal Search

Position Type: Full-time

Job Location(s): Pittsburgh, Pennsylvania (United States)

Description:

Corporate Attorney:

Position Type: We have several full-time, permanent positions

Employer Name: This will be discussed once a resume is submitted

Job Title: The junior positions are Corporate Associate , and the more senior ones may be counsel or of counsel, depending on experience

Job Description: We have several positions at various ranges of experience, from 3 years through more senior to partner level. The experience will ideally involve M&A, venture capital and general corporate work. Securities experience is a plus.

Hiring Criteria: Experience with M&A, venture capital and general corporate work. Admitted in PA, reciprocity eligible and/or willing to take the PA bar.

Location: Pittsburgh area

Materials requested: Resume , law school transcript and deal sheet

Deadline to apply: No deadline but search is active and interviews ongoing

Compensation Details: Compensation determined by experience

Desired years of Experience: 3+ years through partner level experience

How we would like to receive the materials:
Interested candidates should send their information to :
dianne@mcclellandlegalsearch.com

Desired Class Level: Graduate/Alumni

Posting Date: September 3, 2019

Expiration Date: January 31, 2020

Contact: Dianne McClelland

Resume Receipt: E-mail

Default email for resumes.: dianne@mcclellandlegalsearch.com

Additional Documents: Cover Letter, Unofficial Transcript, Other Documents

ID: 4939

Litigation Attorney

McClelland Legal Search

Position Type: Full-time

Job Location(s): Pittsburgh, Pennsylvania (United States)

Description:

Litigation Attorneys:

Position Type: Full-time, permanent positions

Employer Name: Multiple Law firms

Job Title: Litigation Attorney - title may vary depending on experience level

Job Description: We have multiple litigation positions with Pittsburgh clients. Because the positions cross various levels of experience we are accepting resumes with any level of experience, new graduates through partner level.

Hiring Criteria: Litigation experience and admitted in Pennsylvania.

Location: Pittsburgh area

Materials requested: Resume

Deadline to apply: No deadline but search is active and interviews ongoing

Compensation Details: Compensation determined by experience

Desired years of Experience: new graduates through partner level

How we would like to receive the materials:
Interested candidates should send their information to : dianne@mcclellandlegalsearch.com

Desired Class Level: Graduate/Alumni

Posting Date: September 3, 2019

Expiration Date: March 31, 2020

Contact: Dianne McClelland

Resume Receipt: E-mail

Default email for resumes.: dianne@mcclellandlegalsearch.com

Associate Attorney West Virginia

The Nestor Law Office: William T. Nestor, PLLC (Elkins, WV)

Job Type: Full-time

Job Location(s):

Elkins, West Virginia United States

Job Description:

Small town WV law firm is looking for an associate attorney to help expand services provided. Law firm was established in 2005 and currently has (2) lawyers, (2) support staff - one of which is a certified paralegal. The ideal candidate will desire to engage in the practice of family law and criminal litigation. The Nestor Law Office is presently a personal injury, criminal defense, and bankruptcy law firm.

Salary is fixed and is also tied to income the associate attorney produces. First year expectations should be 45K-65K per year.

We do not require a transcript.

West Virginia bar admission or ability to become licensed to practice law in West Virginia in the near future is required.

Desired Class Level(s): Graduate/Alumni

Posting Date: June 27, 2019

Expiration Date: March 2, 2020

Contact: Mgr. William T. Nestor

Mgr.

1062 Harrison Avenue Elkins, West Virginia

26241 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: tynestor@yahoo.com

Visual ID: 4721

Real Estate Associate | Denver

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s): Denver, Colorado United States

Job Description: Ballard Spahr LLP is seeking an associate with a minimum of three years of sophisticated transactional real estate experience for our Finance Department in Denver. Qualified candidates will have distinguished academic credentials and relevant transactional experience (finance, sales and acquisitions, leasing and commercial development). This is an excellent opportunity for professional growth in a collegial environment. AmLaw 100 law firm experience and active bar license in CO preferred.

Ballard Spahr has an industry-leading finance practice. We represent a wide variety of institutional clients nationwide, including commercial and investment banks, finance companies, life insurance companies, real estate lenders, bond underwriters, private equity firms, investors and developers, and major non-profits.

Ballard Spahr LLP is committed to ensuring diversity in its workplace, and candidates from diverse backgrounds are strongly encouraged to apply.

Desired Class Level(s): Graduate/Alumni

Posting Date: January 12, 2020

Expiration Date: February 16, 2020

Contact: Kathryn J. Ball
Manager of Attorney Growth and Integration
1735 Market Street Philadelphia, Pennsylvania 19103 United States

Resume Receipt: Other (see below)

How To Apply: Please apply at:
<http://selfapply.ballardspahr.com/viRecruitSelfApply/ReApplicantEmail.aspx?Tag=470dc283-5e17-4df0-aa7c-f04e95c9123d>

Additional Documents: Cover Letter

Visual ID: 5479

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