

# WVU College of Law

65 Job Postings Selected

**Clinical Fellow For Bronfein Family Law Clinic**

The University of Baltimore School of Law (Baltimore, MD)

**Position Type:** Fellowship**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)**Description:** CLINICAL FELLOW FOR BRONFEIN FAMILY LAW CLINIC

The University of Baltimore School of Law invites applications for a Fellowship in its Family Law Clinic to start on or around December 1, 2016. This public interest fellowship program offers practicing attorneys exposure to law school clinical teaching.

The Family Law Clinic represents low-income individuals and organizations in domestic violence and family law litigation, legislative advocacy, legal reform and community education. The Clinic handles a wide variety of cases, which include civil protection order, divorce, custody, support, adoption, paternity, Special Immigrant Juvenile Cases and name changes. The Family Law Clinic is dedicated to serving low income clients residing in Baltimore City, and places a special focus on persons subjected to abuse and the LGBTQ community. In the clinic, law students are licensed to practice law under the supervision of faculty and serve as first-chair lawyers on their clients' matters and on community-based projects.

The Fellow's duties include direct supervision of clinic students' client, case, legislative advocacy and community education work, co-teaching a weekly clinic seminar, and engaging in course planning and preparation with the other faculty members in the Family Law Clinic. Fellows also have the opportunity to pursue other professional goals, including scholarship, during the Fellowship. Fellows are responsible for case coverage during school vacations. This position is a contractual appointment for up to two years and can be extended for a third year under certain circumstances.

**Qualifications:** Excellent oral and written communication skills; at least two years of experience as a practicing lawyer preferably in family law litigation; a strong academic record and/or other indicia of high performance ability; commitment to work for low income clients; and a strong interest in law school teaching. Fellows must be members of the Maryland Bar (currently licensed in Maryland or willing to take the next Maryland Bar exam) in order to supervise law practice by students.

**Salary:** The current salary is \$55,000. The position includes full available benefits, including retirement annuities, research support, and travel allowance.

We appreciate your interest in our recruitment. Please contact Prof. Margaret Johnson at majohnson@ubalt.edu for information on applying for this position.

Margaret E. Johnson  
 Professor of Law  
 Director, Bronfein Family Law Clinic  
 Co-Director, Center on Applied Feminism  
 University of Baltimore School of Law  
 (t) 410-837-5779  
 (f) 410-837-4776  
 (e) majohnson@ubalt.edu  
 Mailing address: 1420 North Charles St., Baltimore, MD 21201  
 Street address: 1401 North Charles St., Baltimore, MD 21201

**Desired Class Level:** Graduate/Alumni**Posting Date:** December 1, 2016**Expiration Date:** February 1, 2017

**Contact:** Margaret Johnson  
 Professor of Law  
 1401 North Charles Street Baltimore, Maryland 21201 United States

**Resume Receipt:** E-mail**Default email for resumes.:** majohnson@ubalt.edu**ID:** 2343

**Assistant Public Defender**

Public Defender Corporation (Clarksburg, WV)

**Position Type:** Full-time**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Description:** ASSISTANT PUBLIC DEFENDER position available immediately with the PUBLIC DEFENDER CORPORATION for the 15th Judicial Circuit, CLARKSBURG, WV. Position includes representation of adults charged with felony and misdemeanor offenses and juvenile delinquency and status offenders. Must be licensed by the West Virginia Bar. Salary based upon experience. Generous benefits package. EOE. Send cover letter and resume immediately to: Perry B. Jones, Chief Public Defender, 203 West Main Street Clarksburg, WV 26301. Application deadline December 9, 2016**Desired Class Level:** Graduate/Alumni**Posting Date:** November 10, 2016**Expiration Date:** December 9, 2016**Contact:** Mr. Perry B. Jones  
Chief Public Defender  
15th Jud. Cir. 215 S. Third Street Chase Tower West, #600 Morgantown West  
Virginia**Resume Receipt:** E-mail**Default email for resumes.:** pjwvdp15@gmail.com**Additional Documents:** Cover Letter**Requested Document Notes:** Send cover letter and resume immediately to: Perry B. Jones, Chief Public Defender, 203 West Main Street Clarksburg, WV 26301. Application deadline December 9, 2016**ID:** 2383

**Legal Associate**

Cato Institute (Washington)

**Position Type:** Fellowship**Practice Area(s):** All Practice Areas**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)

**Description:** The Cato Institute invites graduating law school students or recent law school graduates to apply for our Legal Associate Program at the Center for Constitutional Studies. Students are encouraged to pass the bar exam prior to beginning employment, though it is not required. Employment will begin in Summer 2017 and last for approximately one year. As this is a very competitive process, applicants are also encouraged to apply for internships with the Cato Institute at <https://www.cato.org/intern/>.

Legal Associates assist with projects such as Supreme Court amicus briefs, policy papers, and the Cato Supreme Court Review. Please indicate in your cover letter if you have access to outside funding, whether through your law school or elsewhere. We will accept applications through February 28 and will inform candidates of decisions by March 31.

Click link to apply <http://catoinstitute.applytojob.com/apply/W2k95P/Legal-Associate-Program>

**Desired Class Level:** 3L, LLM, Graduate/Alumni**Posting Date:** November 8, 2016**Expiration Date:** February 28, 2017

**Contact:** Anthony Gruzdis  
1000 Massachusetts Avenue NW, Washington District of Columbia 20001  
<http://www.cato.org>

**Resume Receipt:** Other (see below)

**How To Apply:** Click link to apply <http://catoinstitute.applytojob.com/apply/W2k95P/Legal-Associate-Program>

**ID:** 2382

**Assistant United States Attorney**  
U.S. Department of Justice (Washington, D.C.)

**Position Type:** Full-time

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

**Description:** SISTRANT UNITED STATES ATTORNEY

SHARE  
USAO SOUTHERN DISTRICT OF IOWA  
ATTORNEY  
COURT HOUSE ANNEX  
110 EAST COURT AVE  
DES MOINES, IA 50309  
UNITED STATES  
17-SDIA-01

**About the Office:**

The United States Attorney's Office for the Southern District of Iowa employs 25 Assistant United States Attorneys. The District's headquarters office is located in Des Moines. The District has staffed branch offices in Davenport and Council Bluffs, which serve the District's eastern and western divisions.

**Job Description:**

Assistant United States Attorneys in the Southern District of Iowa handle a wide variety of complex cases, including drug trafficking and money laundering crimes, terrorism-related offenses, firearms and other violent crime offenses (including under the Department's Project Safe Neighborhoods and Project Safe Childhood initiatives), cyber-crimes, environmental crimes, and a variety of financial fraud and white-collar offenses. This vacancy is for one or more positions in the Criminal Division. One of the positions may be assigned to the district's Asset Forfeiture and Financial Litigation Unit, with responsibilities for civil and criminal forfeiture proceedings, restitution, debit collection and related matters.

**Qualifications:**

Required qualifications: Applicants must possess a J.D. degree, be an active member of the bar (any jurisdiction), and have at least one year post-J.D. legal or other relevant experience. At least three years of post-J.D. litigation experience is preferred.

Preferred qualifications: Applicants must demonstrate a quick analytical ability and the ability to accurately and precisely articulate the critical issues in a case. Applicants must demonstrate superior oral and writing skills as well as strong research and interpersonal skills, and good judgment. Applicants must possess excellent communication and courtroom skills and exhibit the ability to work in a supportive and professional manner with other attorneys, support staff, law enforcement, and client agencies. Applicants must have a demonstrated capacity to function, with minimal guidance, in a highly demanding environment.

United States Citizenship is required.

**Salary:**

Assistant United States Attorneys' pay is administratively determined based, in part, on the number of years of professional attorney experience. The range of basic pay for this position is \$51,811 to \$135,519, plus locality pay.

**Travel:**

Occasional travel, both within and outside the District, may be required, including for training at the Department of Justice's National Advocacy Center.

**Application Process:**

Applicants should send a resume and Attorney Questionnaire to: [USAIAS.Applications@usdoj.gov](mailto:USAIAS.Applications@usdoj.gov) Email links icon. Please send entire application package in one pdf file. If you are currently an attorney with a federal agency, please include a copy of your most recent SF 50-B, Notification of Personnel Action. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions.

No telephone calls please. Applications must be received by 4:00 p.m. CST on the closing date of November 21, 2016.

Security Requirements: Initial appointment is conditioned upon a satisfactory preemployment adjudication. This includes fingerprint and credit checks, and drug testing. In addition, continued employment is subject to a favorable adjudication of a background investigation. All initial attorney appointments to the Department of Justice are made on a 14 month (temporary) basis pending favorable adjudication of a background investigation.

Internet Sites: More information about the Southern District of Iowa may be found at: <https://www.justice.gov/usao-sdia>. This and other attorney vacancy announcements can be found at: <http://www.justice.gov/careers/legal/attvacancies.html>.

Application Deadline:  
Monday, November 21, 2016  
Relocation Expenses:  
Relocation expenses will not be paid.

Number of Positions:  
This vacancy is for one or more positions in the Des Moines, Iowa, headquarters office, within the Criminal Division.  
Updated November 7, 2016  
\* \* \*

#### Department Policies

Equal Employment Opportunity: The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

Reasonable Accommodations: This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Outreach and Recruitment for Qualified Applicants with Disabilities: The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com) Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

Suitability and Citizenship: It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

Veterans: There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice

considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s)). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

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This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 21, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [USAIAS.Applications@usdoj.gov](mailto:USAIAS.Applications@usdoj.gov)

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**ID:** 2369

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**Attorney Advisor**

U.S. Department of Justice (Washington, D.C.)

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

SHARE  
 CRIMINAL DIVISION (CRM)  
 ASSET FORFEITURE AND MONEY LAUNDERING SECTION  
 ATTORNEY  
 WASHINGTON, DC 20005  
 UNITED STATES  
 17-CRM-AFMLS-009

**About the Office:**

The Criminal Division of the U.S. Department of Justice is seeking experienced attorneys to fill two positions in the Policy Unit of the Asset Forfeiture and Money Laundering Section in Washington, DC.

The Asset Forfeiture and Money Laundering Section (AFMLS) leads the Department's asset forfeiture and anti-money laundering enforcement efforts. AFMLS provides leadership by: (1) prosecuting and coordinating complex, sensitive, multidistrict, and international money laundering and asset forfeiture investigations and cases; (2) providing legal and policy assistance and training to federal, state, and local prosecutors and law enforcement personnel, as well as to foreign governments; (3) assisting Departmental and interagency policymakers by developing and reviewing legislative, regulatory, and policy initiatives; and (4) managing the Department's Asset Forfeiture Program, including distributing forfeited funds and properties to appropriate domestic and foreign law enforcement agencies, as well as adjudicating petitions for remission or mitigation of forfeited assets.

**Job Description:**

The incumbent's responsibilities will include:

- Development and review of national policy initiatives and strategies on money laundering related issues with a focus on anti-money laundering and Bank Secrecy Act enforcement;
- Development of legislative initiatives and strategies, preparation of positions on legislation proposed by Congress, and preparation of responses to congressional inquiries on issues within the Section's area of expertise;
- Preparation of policy guidance and regulations relating to money laundering, including policies and regulations governing virtual currency;
- Represent AFMLS in dealings with the national money laundering community, regulatory community, interagency partners, and state and local partners, as well as outreach to the private sector; and
- Provide advice on strategic planning of public appearances and perform speech writing duties related to asset forfeiture and money laundering issues for the Assistant Attorney General, Deputy Assistant Attorney General, and Chief of AFMLS.

**Qualifications:****Required Qualifications:**

Interested applicants must possess a J.D. degree, be duly licensed and authorized to practice as an attorney under the laws of any State, territory of the United States, or the District of Columbia, and must be an active member of the bar in good standing.

To qualify at the GS-15 grade level, applicants must also have four years of post J.D. legal experience, including one year of specialized experience at, or equivalent to, the GS-14 grade level. Examples of specialized experience include: working as a federal prosecutor on money laundering and asset forfeiture cases; experience formulating and drafting legal policy; and participating in inter-departmental working groups or taskforces.

**Preferred Qualifications:** Your qualifications will be further evaluated based upon



the following competencies:

- Knowledge of anti-money laundering and asset forfeiture laws, processes and procedures.
- Ability to write legal policy in support of legislation or executive orders.
- Ability to represent the Section in Department, interagency, and other committees, groups, and task forces.

**Salary:**

Current salary and years of experience determine the appropriate salary level. The possible range for a GS-15 position is \$128,082 to \$160,300. (See <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/16Tables/html/DCB.aspx>)

**Travel:**

Travel will be required.

**Application Process:**

The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

1. If you do not already have an account, please create a USAjobs account before applying Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

2. Once you have an account, apply to the USAjobs vacancy:  
<https://www.usajobs.gov/GetJob/ViewDetails/455191500>

**Application Deadline:**

Friday, November 25, 2016

**Relocation Expenses:**

Relocation expenses are not authorized.

**Number of Positions:**

2

Updated November 3, 2016

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**Department Policies**

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

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**Veterans:** There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s)). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

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This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

<b>Desired Class Level:</b>	Graduate/Alumni
<b>Posting Date:</b>	November 7, 2016
<b>Expiration Date:</b>	November 25, 2016
<b>Contact:</b>	Mr. Richard L. Parker Washington, District of Columbia United States
<b>Resume Receipt:</b>	E-mail
<b>Default email for resumes.:</b>	Richard.L.Parker2@usdoj.gov

**Requested Document Notes:** Application Process:  
The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

1. If you do not already have an account, please create a USAjobs account before applying Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

2. Once you have an account, apply to the USAjobs vacancy:  
<https://www.usajobs.gov/GetJob/ViewDetails/455191500>

Application Deadline:  
Friday, November 25, 2016  
Relocation Expenses:

Relocation expenses are not authorized.

Number of Positions:

2

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**ID: 2374**

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**Attorney Advisor**

U.S. Department of Justice (Washington, D.C.)

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

SHARE  
 UNITED STATES MARSHALS SERVICE (USMS)  
 OFFICE OF GENERAL COUNSEL  
 ATTORNEY  
 ARLINGTON, VA 22202  
 UNITED STATES  
 17-USMS-01

**About the Office:**

Office of General Counsel, United States Marshals Service (USMS) Headquarters, U.S. Department of Justice, Crystal Square 4, Crystal City, (Arlington), Virginia, provides advice and guidance to USMS managers and employees, on issues including but not limited to civil and criminal procedure, labor and personnel law, federal contracts, asset forfeiture and ethics. Attorneys also represent the agency in administrative litigation matters, and assist U.S. Attorneys offices in agency representation in federal civil matters.

**Job Description:**

The Office of General Counsel is seeking an Attorney Advisor, GS-15, to provide legal services with a concentration in labor and employment law for a federal law enforcement agency with a special emphasis on administrative litigation before the EEOC, MSPB, FLRA and arbitrators, as well as litigation support in agency related cases to Assistant U.S. Attorneys and other U.S. Department of Justice counsel who represent the agency and its personnel in all areas of federal litigation. Attorney Advisors in the Office of General Counsel, U.S. Marshals Service, also provide legal advice and assistance in other areas of law, including but not limited to civil and criminal procedure, federal contracts, asset forfeiture and ethics.

**Qualifications:**

Required qualifications: Interested parties must possess a J.D. degree, be an active member of the bar (any jurisdiction), and have at least 5 years post-J.D. experience, including experience in handling administrative labor and employment litigation matters before the Equal Employment Opportunity Commission, Merit Systems Protection Board, Federal Labor Relations Authority and arbitrations.

**Salary:**

GS-15

**Travel:**

Some travel required.

**Application Process:**

Applicants may submit a current resume and cover letter (highlighting relevant experience) to:

Lisa Dickinson  
 Principal Deputy General Counsel  
 Office of General Counsel  
 Tenth Floor, CS-4  
 Washington, D.C. 20530-0001

However, fax submissions are preferred. Applications may be faxed to Lisa Dickinson, Principal Deputy General Counsel, Office of General Counsel, U.S. Marshals Service at 703-308-0058. No telephone calls, please.

**Application Deadline:**

Friday, November 18, 2016

**Relocation Expenses:**

Relocation expenses are not authorized.

**Number of Positions:**

1

Updated November 3, 2016

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**Department Policies**

Equal Employment Opportunity: The U.S. Department of Justice is an Equal

Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

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**Veterans:** There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

\* \* \*

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 18, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** Richard.L.Parker2@usdoj.gov

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**Requested Document Notes:** Application Process:  
Applicants may submit a current resume and cover letter (highlighting relevant experience) to:

Lisa Dickinson  
Principal Deputy General Counsel  
Office of General Counsel  
Tenth Floor, CS-4  
Washington, D.C. 20530-0001

However, fax submissions are preferred. Applications may be faxed to Lisa Dickinson, Principal Deputy General Counsel, Office of General Counsel, U.S. Marshals Service at 703-308-0058. No telephone calls, please.

Application Deadline:  
Friday, November 18, 2016  
Relocation Expenses:  
Relocation expenses are not authorized.  
Number of Positions:  
1

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**ID:** 2375

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**Attorney Advisor**

U.S. Department of Justice (Washington, D.C.)

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

SHARE  
FEDERAL BUREAU OF PRISONS (BOP)  
CENTRAL OFFICE, OFFICE OF GENERAL COUNSEL, EMPLOYMENT LAW BRANCH  
ATTORNEY  
WASHINGTON, DC 20534  
UNITED STATES

**About the Office:**

The primary mission of the Employment Law Branch (ELB) is to represent the Agency in labor and employment cases before the Equal Employment Opportunity Commission (EEOC), the Federal Labor Relations Authority (FLRA), the Merit Systems Protection Board (MSPB), labor arbitrators, as well as the Office of Special Counsel (OSC). The attorneys in the Branch provide assistance to attorneys outside of the Bureau. In civil complaints of employment discrimination, ELB attorneys provide legal assistance to Assistant United States Attorneys in United States District Court and in the United States Court of Federal Claims. ELB attorneys also provide assistance to DOJ Civil Division attorneys in matters before the United States Courts of Appeal for the Federal Circuit and the District of Columbia Circuit. ELB staff review disciplinary letters for technical and legal sufficiency, domestic violence cases, and compressed work schedules. They provide legal advice to management officials on labor and employment matters. In addition to the staff in Central Office, Washington, DC, ELB has satellite offices in Kansas City, Kansas, Phoenix, Arizona, Atlanta, Georgia, Grand Prairie, Texas, and Stockton, California.

**Job Description:**

The incumbent will have the responsibility of litigating cases before administrative judges at the MSPB, EEOC, FLRA, as well as other forums. The incumbent will have the opportunity to be directly involved in the preparation of Federal District Court trials.

**Qualifications:**

Required qualifications: Applicants must have a J.D. degree, be an active member of the bar (any U.S. jurisdiction), and have at least one (1) year post-J.D. legal or other relevant experience.

Preferred qualifications: Prior experience in labor and employment discrimination and/or general litigation is highly desired.

**Salary:**

Current salary and years of experience will determine the appropriate salary level. The appropriate salary range, including locality pay adjustments is GS-13 (\$92,145 to \$119,794); GS-14 (\$108,887 to \$141,555); or GS-15 (\$128,082 to \$160,300).

**Travel:**

Frequent travel is required.

**Application Process:**

Applicants must submit a cover letter highlighting relevant experience, resume, and a writing sample post marked by November 16, 2016, to:

U.S. Department of Justice  
Federal Bureau of Prisons  
Office of General Counsel  
Employment Law Branch, Room 254C  
320 First Street, NW  
Washington, DC 20534

Attention: Chung-Hi Yoder, Associate General Counsel

It is preferred that you submit your application packet via e-mail to BOP-OGC/EmploymentLawApplications@bop.gov Email links icon by November 16, 2016. Please include in the subject line "ELB Attorney DC November 2016".

No telephone calls please. This position is open until filled, but no later than October 7, 2016.

Application Deadline:  
Wednesday, November 16, 2016  
Relocation Expenses:  
Not authorized.  
Number of Positions:  
One  
Updated November 2, 2016  
\* \* \*

#### Department Policies

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

**Reasonable Accommodations:** This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

**Outreach and Recruitment for Qualified Applicants with Disabilities:** The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com) Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

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he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

\* \* \*

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 16, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** Richard.L.Parker2@usdoj.gov

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U.S. Department of Justice  
Federal Bureau of Prisons  
Office of General Counsel  
Employment Law Branch, Room 254C  
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Application Deadline:  
Wednesday, November 16, 2016  
Relocation Expenses:  
Not authorized.  
Number of Positions:  
One

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**ID:** 2378

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**Attorney Advisor (Counselor to the Inspector General)**

U.S. Department of Justice (Washington, D.C.)

**Position Type:** Full-time**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)**Description:** ATTORNEY ADVISOR (COUNSELOR TO THE INSPECTOR GENERAL)

SHARE  
 OFFICE OF THE INSPECTOR GENERAL (OIG)  
 FRONT OFFICE  
 ATTORNEY  
 950 PENNSYLVANIA AVE, NW  
 WASHINGTON, DC 20530  
 UNITED STATES  
 1835718-SM

**About the Office:**

The Department of Justice is the Nation's Top law enforcement agency and is ranked by the Partnership for Public Service as one of the top places to work in the Federal government! The Department of Justice (DOJ), Office of the Inspector General (OIG) is one of the premier federal Inspector General offices with a prestigious team of professionals.

This position is located in the Immediate Office of the Inspector General (IG). The Front Office is seeking a highly motivated individual to serve as Counselor to the Inspector General on matters of management policy, reviews and edits OIG reports, oversees special projects of a sensitive and high profile nature, serves as a liaison to DOJ and other government officials, and handles other duties as assigned by the IG and Deputy IG.

For more information on the OIG and the Front Office, please visit our website at <http://www.justice.gov/oig>.

This vacancy may be used to make selections for similar or comparable positions throughout the agency within the stated duty station.

**Job Description:**

As the Counselor to the Inspector General, you will be responsible for using a demonstrated understanding of or familiarity with the workings of the Department of Justice to:

- Provide legal and policy recommendations based on research, analysis, and the evaluation of the results of OIG reviews and investigations and expert information.
- Serve as a senior advisor to the Inspector General on issues that affect the success of the OIG's programs, projects and priorities.
- Review and edit OIG reports and correspondence requiring the Inspector General's approval. These materials include OIG audits, inspections, investigations, special reviews, seminannual reports, Congressional reports, and other reports.
- Develop strategies that best serve the agency's interest, make independent decisions, and provide instructions and guidance in order to implement OIG strategies.
- Serve as a representative of and advocate for the OIG's work, programs, and resource needs with appropriate external groups, including Congress, senior DOJ officials, and outside organizations.

**Qualifications:**

To meet the minimum qualifications for this position, applicants must have a J.D. degree, be an active member of the bar (any jurisdiction), and have at least 1 year post J.D. legal or other relevant experience.

To meet the qualifications at the GS-15 grade level, applicants must have at least one year of specialized experience equal or equivalent to the following:  
 One year of specialized experience equivalent to the GS-14 grade level. Examples of specialized experience for this position include, but are not limited to:

Experience analyzing complex legal issues, making statutory interpretations, developing sound and supportable legal and policy recommendations based upon research, analysis and evaluation of the results of reviews, investigations and expert information. Specialized experience is experience both paid and unpaid that has equipped the applicant with the necessary skills and abilities to perform the essential duties of the position.

This position requires a J.D. degree from a law school accredited by the American Bar Association.

All academic degrees and coursework must be completed at a college or university that has obtained accreditation or pre-accreditation status from an accrediting body recognized by the U.S. Department of Education. For a list of schools that meet this criteria, see [www.ed.gov](http://www.ed.gov).

To receive full consideration you MUST provide proof of bar membership.

Applications submitted without proof of bar membership will not receive consideration.

All qualification requirements must be met by the closing date of this announcement.

**Salary:**

\$128,082.00 to \$160,300.00 / Per Year

**Travel:**

Less than 5%

**Application Process:**

To apply for this position, you must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below.

The complete Application Package must be submitted by 11:59 PM (EST) on Tuesday, November 15, 2016, to receive consideration.

\* To begin, click Apply Online to create a USAJOBS account or log in to your existing account. Follow the prompts to select your USAJOBS resume and/or other supporting documents and complete the occupational questionnaire.

\* Click the Submit My Answers button to submit your application package.

\* It is your responsibility to ensure your responses and appropriate documentation is submitted prior to the closing date.

\* To verify your application is complete, log into your USAJOBS account, <https://my.usajobs.gov/Account/Login>, select the Application Status link and then select the more information link for this position. The Details page will display the status of your application, the documentation received and processed, and any correspondence the agency has sent related to this application. Your uploaded documents may take several hours to clear the virus scan process.

\* To return to an incomplete application, log into your USAJOBS account and click Update Application in the vacancy announcement. You must re-select your resume and/or other documents from your USAJOBS account or your application will be incomplete.

**Application Deadline:**

Tuesday, November 15, 2016

**Relocation Expenses:**

Will not be paid.

**Number of Positions:**

1

Updated November 3, 2016

\* \* \*

**Department Policies**

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\* \* \*

This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

<b>Desired Class Level:</b> Graduate/Alumni
<b>Posting Date:</b> November 7, 2016
<b>Expiration Date:</b> November 15, 2016
<b>Contact:</b> Mr. Richard L. Parker Washington, District of Columbia United States
<b>Resume Receipt:</b> E-mail

**Default email for resumes.:** Richard.L.Parker2@usdoj.gov

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**Requested Document Notes:** Application Process:

To apply for this position, you must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below.

The complete Application Package must be submitted by 11:59 PM (EST) on Tuesday, November 15, 2016. to receive consideration.

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**ID:** 2370

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**Deputy Section Chief**

U.S. Department of Justice (Washington, D.C.)

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

SHARE  
 ENVIRONMENT AND NATURAL RESOURCES DIVISION (ENRD)  
 ENVIRONMENTAL ENFORCEMENT SECTION  
 ATTORNEY  
 601 D STREET, NW  
 WASHINGTON, DC 20004  
 UNITED STATES  
 ENRD-16-087-SES

**About the Office:**

The Environment and Natural Resources Division (ENRD) is a great place to work. ENRD has continued to rank among the top 15 federal sub-components for the past 5 years, and ranked #1 for 3 years in a row.

ENRD seeks to attract, retain, and promote individuals of exceptional ability and talent from all walks of life. The work environment and atmosphere are open, diverse, collegial, and inclusive. ENRD places a high value on diversity and fosters a work environment where people of all backgrounds, physical abilities, sexual orientations and experiences may reach their full potential.

ENRD is the nation's chief environmental litigator, enforcing federal pollution abatement laws to protect the health and environment of the United States and its citizens. ENRD also defends suits challenging environmental and conservation laws, programs, and activities; represents the United States in all matters concerning the protection, use and development of the Nation's natural resources and public lands; and litigates on behalf of Indian tribes and individual Indians.

For more information about the Environment and Natural Resources Division, visit us at: [http://www.Justice.gov/enrd/About\\_Enrd.html](http://www.Justice.gov/enrd/About_Enrd.html).

**Job Description:**

The Environmental Enforcement Section ("the Section") is the largest litigating component in the Environment and Natural Resources Division and one of the largest in the Department of Justice. The Deputy Chief is one of three in the Section. With the Chief, they lead and manage about two hundred public servants; who are responsible for bringing civil, judicial actions under various federal laws enacted to: (1) protect public health and the environment from the adverse effects of pollution; (2) seek civil penalties for past violations and injunctive relief to assure future compliance; and (3) collect environmental debts such as the cost of environmental cleanups and monetary damages flowing from injuries to natural resources. The Section litigates under statutes such as the Clean Air Act, Clean Water Act, Safe Drinking Water Act, Oil Pollution Act, RCRA and the Superfund law (CERCLA). The breadth of the Section's practice is extensive and challenging. It includes cases of national scope, such as cases against multiple members of an identified industry, to obtain broad compliance with environmental laws.

The Section works closely with many federal agencies, including the Environmental Protection Agency and the Coast Guard, and with other federal agencies that serve as trustees for natural resources, such as the Fish and Wildlife Service and NOAA, or that manage federal lands, such as the National Parks Service and the Forest Service.

As directed by the Section Chief, each Deputy Chief is expected to lead, manage, or otherwise work on a wide range of functions for the Section, including: (1) litigation; (2) program goals and objectives; (3) operational and strategic plans; (4) review of and comment on proposals (legislative, regulatory, and policy-making); (5) deployment and safeguarding of resources (personnel, money, and information technologies); (6) maintenance and fostering of an effective and engaged workforce (including recruitment, professional development, and personnel actions that range from evaluation and promotion to disciplinary actions); and (7) provisions of advice to the Section Chief and the senior leadership of the Environment and Natural Resources Division.

In carrying out all assigned duties, and like any other Section employee, a Deputy Chief would be expected to: treat everyone in a professional and respectful

manner in all situations; communicate effectively in writing and orally; act unflinchingly with integrity and honesty; attend to his or her own professional self-improvement; and act in conformance with the public interest, under the law.

**Qualifications:**

The Office of Personnel Management (OPM) is required by law to review the executive qualifications of each new career appointee to the Senior Executive Service (SES) prior to appointment. To be considered for this position, applicants must submit a written statement addressing the five (5) Executive Core Qualifications (ECQs) listed below:

- 1) Leading Change
- 2) Leading People
- 3) Results Driven
- 4) Business Acumen
- 5) Building Coalitions

Applicants must have a J.D. degree, be an active member of the bar (any U.S. jurisdiction), and have at least five (5) years post-J.D. legal or other relevant experience. The selectee will undergo a suitability review conducted by the Office of Attorney Recruitment and Management.

Please limit the narrative statements for each Executive Core and Technical Qualification to no more than two pages. Copies of the Office of Personnel Management's "Guide to Senior Executive Service Qualifications" may be obtained via the Internet at

[http://www.opm.gov/ses/references/GuidetoSESQuals\\_2012.pdf](http://www.opm.gov/ses/references/GuidetoSESQuals_2012.pdf). Please see Application Procedures for specific instructions. The narrative statements should demonstrate the necessary level of management skills, characteristics, qualities, specialized knowledge, and technical competence that would indicate successful performance in the SES. This evidence must include clear and concise examples that emphasize the applicant's level of responsibilities, scope and complexity of programs managed, program accomplishments, policy initiatives, and level of contacts.

You will be evaluated to determine if you meet the minimum qualifications required of the position and on the extent your application demonstrates that you possess the knowledge, skills, and abilities associated with this position as defined below. Please be sure to give concrete examples of your experience and demonstrate the complexity of the knowledge you possess.

You will be evaluated on the following Mandatory Technical Qualifications (MTQs):

MTQ 1: Demonstrated litigation experience, especially in complex, high-stakes matters.

MTQ 2: Demonstrated ability to apply effective management techniques and leadership qualities in directing the activities of attorneys and those who work with attorneys, including the ability to: adjust priorities; and provide accurate, useful, timely, and reliable information and advice to superiors.

MTQ 3: Demonstrated experience in handling and managing complex legal issues, with a focus on enforcement of federal environmental laws and regulations, including pollution control statutes and those aimed at recovery of environmental debts such as cleanup costs and natural resource damages.

**Salary:**

The salary range for this position is ES-123,175.00 to \$185,100.00.

**Travel:**

Occasional Travel Required.

**Application Process:**

Your application must be submitted by email to: [hr.enrd@usdoj.gov](mailto:hr.enrd@usdoj.gov), and you must ensure that your application is received electronically no later than 11:59 p.m. (EDT) on November 2, 2016. Please note that sending your application other than by email may result in a delay in your package being received in Human Resources prior to the deadline; therefore, you would not receive consideration. Applicants who are unable to submit their application electronically must contact the Human Resources Agency Contact listed below for additional submission options.

The Executive Core Qualifications (ECQs) of the selectee who is not a current or former career Senior Executive employee (Title V) must be approved by the Office of Personnel Management (OPM) before appointment. In addition, individuals entering the Senior Executive Service for the first time are subject to a one-year probationary period. Applicants who have completed the Candidate Development Program (CDP) and have had their ECQs certified by OPM must provide a copy of their certificate as part of their application.

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Application Deadline:  
 Tuesday, November 15, 2016  
 Relocation Expenses:  
 Relocation expenses will not be paid.  
 Number of Positions:  
 1  
 Updated November 2, 2016  
 \* \* \*

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 15, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Richard.L.Parker2@usdoj.gov](mailto:Richard.L.Parker2@usdoj.gov)

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**Requested Document Notes:** Application Process:  
Your application must be submitted by email to: [hr.enrd@usdoj.gov](mailto:hr.enrd@usdoj.gov), and you must ensure that your application is received electronically no later than 11:59 p.m. (EDT) on November 2, 2016. Please note that sending your application other than by email may result in a delay in your package being received in Human Resources prior to the deadline; therefore, you would not receive consideration. Applicants who are unable to submit their application electronically must contact the Human Resources Agency Contact listed below for additional submission options.

The Executive Core Qualifications (ECQs) of the selectee who is not a current or former career Senior Executive employee (Title V) must be approved by the Office of Personnel Management (OPM) before appointment. In addition, individuals entering the Senior Executive Service for the first time are subject to a one-year probationary period. Applicants who have completed the Candidate Development Program (CDP) and have had their ECQs certified by OPM must provide a copy of their certificate as part of their application.

**Veterans:** There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed Visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the

types of 10-point preferences and the required supporting document(s). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

Application Deadline:  
Tuesday, November 15, 2016  
Relocation Expenses:  
Relocation expenses will not be paid.  
Number of Positions:  
1

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**ID:** 2376

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**EPA Region 2 Attorney**

U.S. Environmental Protection Agency Region 2 (New York)

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

Nov 4, 2016

1. EPA Region 2 is hiring! Superfund Attorney Vacancy

Reply to Group  
Reply to Sender via EmailNov 4, 2016 5:12 PM  
Marla E. Wieder, Esq.UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION 2  
JOB ANNOUNCEMENT

The United States Environmental Protection Agency ("EPA"), Region 2, Office of Regional Counsel ("ORC"), is accepting applications for a staff attorney position in EPA's office in Manhattan. The position is in one of ORC's branches that handles legal matters arising under the Comprehensive Environmental Response, Compensation, and Liability Act ("CERCLA," also known as the "Superfund" law).

ABOUT REGION 2 AND ORC: With close to 800 employees, Region 2 is one of ten EPA regional offices and covers the geographic area of New Jersey, New York, Puerto Rico, the U.S. Virgin Islands and eight tribal nations. The Office of Regional Counsel includes about 80 lawyers and provides legal support to the Region on both enforcement and counseling matters under the broad range of federal environmental laws, including the Clean Air Act, Clean Water Act, Safe Drinking Water Act, Resource Conservation and Recovery Act, Toxic Substances Control Act, Federal Insecticide, Fungicide, and Rodenticide Act, and CERCLA. We also work collaboratively with state, tribal, and local governments to implement these environmental laws. Our attorneys represent the Agency in administrative proceedings and work with the Department of Justice on cases brought in federal court. Region 2 offers a diverse and supportive work environment. Further information about Region 2 can be found at [www.epa.gov/aboutepa/epa-region-2](http://www.epa.gov/aboutepa/epa-region-2).

**DUTIES OF POSITION:** The staff attorneys in ORC's Superfund branches conduct negotiations, prepare administrative orders and settlement documents, provide legal counseling to the EPA Region 2 Superfund program office, prepare judicial litigation referral memoranda, work closely with the Department of Justice on specific matters that have been referred to the Department for litigation, and perform other functions to implement and enforce CERCLA. From time to time, the staff attorneys may also represent EPA in enforcement matters arising under the Emergency Planning and Community Right-to-Know Act or Section 112(r) of the Clean Air Act; such work may involve representing the Agency in adjudicative hearings.

**SALARY:** For this position, EPA is seeking recent law school graduates (2015 or 2016) and therefore, hiring will be at either the GS-11 or GS-12 level. At present, in the New York City area, the starting salaries for these grade levels are \$66,940 and \$80,234, respectively. The career ladder of this position extends to GS-14. The current salary table may be found at [www.opm.gov/policy-data-oversight/pay-leave/...](http://www.opm.gov/policy-data-oversight/pay-leave/) Federal employment benefits are among the most comprehensive programs available anywhere. See [www.epa.gov/careers/salaries-and-benefits](http://www.epa.gov/careers/salaries-and-benefits).

**QUALIFICATIONS:** This vacancy is open to all qualified applicants. To qualify, an

applicant must: (a) be a U.S. citizen; (b) have a law degree (LL.B. or J.D.) from an accredited law school; and (c) through academic courses, internships, work or other activities, have a demonstrated interest in environmental law and/or environmental protection. Applicants should have excellent written and oral communication skills and a strong interest in public service, especially in the mission of EPA.

To be considered at the GS-12 level, candidates must already be admitted to practice before the highest court of a state, the District of Columbia or the Commonwealth of Puerto Rico, and have one year of experience as a practicing attorney. Individuals who begin at the GS-11 level must either have been admitted to practice before the highest court of a state, the District of Columbia or the Commonwealth of Puerto Rico, or be admitted within 14 months of starting work with EPA.

A background security investigation will be required for all new hires. Appointment and continued employment will be subject to the applicant's completion of the security investigation and favorable adjudication. Failure to successfully meet these requirements will be grounds for termination. EPA will not pay relocation expenses.

**HOW TO APPLY:** Applications must be submitted electronically by no later than November 30, 2016 to [simon.paul@epa.gov](mailto:simon.paul@epa.gov). The words "EPA Region 2 attorney position" should be included in the subject line of the email message.

Applications should include:

- A resume, including significant accomplishments, work experience, class rank or G.P.A., contact telephone numbers, and e-mail address.
- An unofficial transcript of law school grades.
- A cover letter explaining your interest in the position and highlighting any environmental experience or environmental law training.
- The name, address and telephone numbers of at least three professional or academic references.
- A short writing sample not to exceed ten pages.
- Proof of current state bar membership (or a statement that you are a 2016 J.D. graduate with bar membership pending).

Questions regarding this job announcement may be directed to Paul Simon at (212) 637-3152 or [simon.paul@epa.gov](mailto:simon.paul@epa.gov).

Marla E. Wieder  
 Assistant Regional Counsel  
 Office of Regional Counsel  
 New York Caribbean Superfund Branch/ Regional Criminal Enforcement Counsel  
 U.S. Environmental Protection Agency, Region 2  
 290 Broadway, 17th Floor  
 NY, NY 10007-1866  
[wieder.marla@epa.gov](mailto:wieder.marla@epa.gov)  
 Office: 212-637-3184  
 Fax: 212-637-3104  
 AWL: 917-566-2740 (Tues/Fri)

[View Thread](#) [Recommend](#) [Forward](#)

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 30, 2016

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**Contact:** Marla E. Wieder  
 Assistant Regional Counsel  
 290 Broadway 17th Floor, New York New York 10007-1866

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Wieder.marla@epa.gov](mailto:Wieder.marla@epa.gov)

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**Requested Document Notes:** HOW TO APPLY: Applications must be submitted electronically by no later than November 30, 2016 to [simon.paul@epa.gov](mailto:simon.paul@epa.gov). The words "EPA Region 2 attorney

position" should be included in the subject line of the email message

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**ID:** 2368

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**Mid-Level Associate**

Fletcher, Heald &amp; Hildeth, PLC (Arlington, VA)

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

**Description:** MID-LEVEL ASSOCIATE POSITION  
FLETCHER, HEALD & HILDRETH, PLC, Arlington, Virginia, is seeking a mid-level associate, with 2 – 5 years' experience, who is interested in practicing communications law in the Washington, DC area. We practice primarily before the Federal Communications Commission, but also have an extensive business, intellectual property, appellate and transactional practice. We represent radio and TV stations, high-tech entrepreneurs, wireless providers, wireline telephone companies, satellite services, microwave and power-line internet providers, radio astronomers, and many other companies before the FCC. We also represent clients before the U.S. Copyright Office and Patent and Trademark Office. The firm was founded in 1936 and currently has 31 lawyers. Our website is at [www.fhhlaw.com](http://www.fhhlaw.com). Candidates must have superior academic credentials, excellent writing skills and the interest and ability to work in a mid-size firm environment. We offer competitive salary opportunities and a full range of benefits. Please submit a resume and cover letter to [evans@fhhlaw.com](mailto:evans@fhhlaw.com).

**Desired Class Level:** Graduate/Alumni**Posting Date:** November 7, 2016**Expiration Date:** November 30, 2016

**Contact:** Ms. Joan P. George  
Assistant to Hiring Partner  
1300 North 17th Street 11th Floor, Arlington Virginia 22209

**Resume Receipt:** E-mail**Default email for resumes.:** [george@fhhlaw.com](mailto:george@fhhlaw.com)

**Requested Document Notes:** Candidates must have superior academic credentials, excellent writing skills and the interest and ability to work in a mid-size firm environment. We offer competitive salary opportunities and a full range of benefits. Please submit a resume and cover letter to [evans@fhhlaw.com](mailto:evans@fhhlaw.com).

**ID:** 2381

**Senior CLC Attorney**

U.S. Department of Justice (Washington, D.C.)

**Position Type:** Full-time**Geographic Preference:** Upper Midwest (KS, NE, ND, SD)**Description:** ENIOR CLC ATTORNEY

SHARE

FEDERAL BUREAU OF PRISONS (BOP)  
NORTH CENTRAL REGIONAL OFFICE, KANSAS CITY, KS  
ATTORNEY  
KANSAS CITY, KS 66101  
UNITED STATES

**About the Office:**

The legal practice at the Consolidated Legal Center (CLC) covers a wide variety of issues focusing on correctional law and litigation, either through administrative or litigation channels and includes such matters as inmate's reasonable access to the courts (through access to legal materials, legal correspondence, and attorney-client visits), conditions of confinement, medical care, diet and religious accommodations, housing assignments, hygiene and sanitation, access to information and discipline.

**Job Description:**

The position includes being involved in a legal office that oversees the legal operations associated with the following correctional facilities: United States Penitentiary, Leavenworth, Kansas, United States Medical Center for Federal Prisoners, Springfield, Missouri, and several Residential Reentry Centers throughout the North Central Region. The incumbent will be expected to provide advice and guidance to all levels of staff at these correctional facilities, including members of the Executive staff. The incumbent will also be expected to communicate with defense attorneys, prosecutors, federal courts and agency officials. The incumbent will need to develop a thorough knowledge of all aspects of BOP policy and practice as he/she may be required to appear in District Court on short notice to explain and advocate the agency's rationale for its correctional management decisions.

The incumbent will have the opportunity to work with regional and institution management and line staff with respect to policies within the purview of the Bureau of Prisons and assigned institutions.

**Qualifications:**

**Required Qualifications:** Applicants must have a J.D. degree, be an active member of the bar (any U.S. jurisdiction), and have at least one (1) year post-J.D. legal or other relevant experience.

**Preferred qualification:** Prior experience in correctional law is desired though not required.

**Salary:**

Current salary and years of experience will determine the appropriate salary level. The possible salary range, including locality pay adjustments, is GS-12 (\$71,099 to \$92,429); GS-13 (\$84,546 to \$109,915; or GS-14 (\$99,907 to \$129,882).

**Travel:**

Some travel may be required.

**Application Process:**

Applicants must submit a resume or current OF-612 (Optional Application for Federal Employment), a cover letter (highlighting relevant experience) and a writing sample by November 17, to:

U.S. Department of Justice  
Federal Bureau of Prisons  
North Central Regional Office  
Gateway Complex Tower II, 8th Floor  
Kansas City, Kansas 66101  
Attention: Richard M. Winter, Regional Counsel

It is preferred that you submit your application packet via e-mail to [rwinter@bop.gov](mailto:rwinter@bop.gov) Email links icon

No telephone calls please. This position is open until filled but no later than November 17, 2016.

Application Deadline:  
Thursday, November 17, 2016  
Relocation Expenses:  
Not authorized.  
Number of Positions:  
One  
Updated November 3, 2016  
\* \* \*

#### Department Policies

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

**Reasonable Accommodations:** This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

**Outreach and Recruitment for Qualified Applicants with Disabilities:** The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com) Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

**Suitability and Citizenship:** It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

**Veterans:** There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that



his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

\* \* \*

This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 17, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** Richard.L.Parker2@usdoj.gov

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**Requested Document Notes:** Application Process:  
Applicants must submit a resume or current OF-612 (Optional Application for Federal Employment), a cover letter (highlighting relevant experience) and a writing sample by November 17, to:

U.S. Department of Justice  
Federal Bureau of Prisons  
North Central Regional Office  
Gateway Complex Tower II, 8th Floor  
Kansas City, Kansas 66101  
Attention: Richard M. Winter, Regional Counsel

It is preferred that you submit your application packet via e-mail to  
rwinter@bop.gov Email links icon

No telephone calls please. This position is open until filled but no later than  
November 17, 2016.

Application Deadline:  
Thursday, November 17, 2016  
Relocation Expenses:  
Not authorized.  
Number of Positions:  
One

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**ID:** 2372

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**Senior Counsel to the Inspector General**  
U.S. Department of Justice (Washington, D.C.)

**Position Type:** Full-time

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

**Description:** SENIOR COUNSEL TO THE INSPECTOR GENERAL

SHARE  
OFFICE OF THE INSPECTOR GENERAL (OIG)  
ATTORNEY  
950 PENNSYLVANIA AVE, NW  
WASHINGTON, DC 20530  
UNITED STATES  
1834770-SM-SL

**About the Office:**

The Department of Justice is the Nation's Top Law Enforcement agency and is ranked by the Partnership for Public Service as one of the top 9 places to work in the federal government! The Department of Justice (DOJ), Office of the Inspector General (OIG) is one of the premier federal inspector general offices with a prestigious team of professionals. The OIG conducts audits, evaluations, investigations and special reviews of the personnel and programs of all DOJ components.

This position is located in the Immediate Office of the Inspector General (IG). The Immediate Office is seeking a highly motivated individual to serve as Senior Counsel to the Inspector General on matters of management policy, reviews and edits OIG reports, oversees special projects of a sensitive and high profile nature, serves as liaison to DOJ and other government officials, and handles other duties as assigned by the IG and Deputy IG.

Expert knowledge of workings of the Department of Justice, IG offices is very valuable in this position. Experience managing tasks typical of OIG work, including helping to guide and review work products from investigations, evaluations, inspections and other reviews is also desirable.

For more information on the OIG and the Immediate Office, please visit our website at <http://www.justice.gov/oig>.

This vacancy may be used to make selections for similar or comparable positions throughout the agency within the stated duty station.

**Job Description:**

As Senior Counsel to the Inspector General, you will be responsible for using a demonstrated understanding of or familiarity with the workings of the Department of Justice to:

- Make legal and policy recommendations based upon research, analysis and the evaluation of expert information;
- Use relevant legal training, practical experience and knowledge to advise the IG and Deputy IG, and to supervise, review, and edit OIG reports and correspondence;
- Help coordinate Congressional relations for the OIG, including monitoring legislative activities, providing comments on proposals, drafting testimony and Congressional correspondences, and responding to inquiries from Congress;
- Serve as a representative for the IG, and responding to members of the press, interest groups, and general members of the public;
- Develops strategies to promote OIG priorities and recommends policy decisions to effectuate those goals.

**Qualifications:**

To meet the minimum qualifications, applicants must have a J.D. degree, be an active member of the bar (any jurisdiction), and have at least 1 year post J.D. legal or other relevant experience.

Your qualifications will be evaluated on the following competencies:

(You do not have to provide separate KSA responses, but your resume should contain sufficient information to demonstrate possession of these Competencies/KSA's.)

Ability to apply knowledge of the law operations of the Department of Justice,

including statutory, regulatory and other legal authorities to help achieve OIG programmatic objectives.

Skill in performing extremely complex legal analysis to draw meaningful conclusions and making recommendations that are legally correct and maximize available options.

Expert knowledge of rules, regulations and processes to provide oversight to investigations, evaluations and inspections programs.

Ability to communicate in writing to prepare responses to congressional inquiries and various interest groups, and contribute to the development of OIG reports.

Ability to communicate verbally to provide advice on matters affecting the mission and efficiency of the OIG.

**Salary:**

\$123,175.00 to \$181,500.00 / Per Year

**Travel:**

Less than 5%

**Application Process:**

To apply for this position, you must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below.

The complete Application Package must be submitted by 11:59 PM (EST) on Tuesday, November 15, 2016.  
to receive consideration.

\* To begin, click Apply Online to create a USAJOBS account or log in to your existing account. Follow the prompts to select your USAJOBS resume and/or other supporting documents and complete the occupational questionnaire.

\* Click the Submit My Answers button to submit your application package.

\* It is your responsibility to ensure your responses and appropriate documentation is submitted prior to the closing date.

\* To verify your application is complete, log into your USAJOBS account, <https://my.usajobs.gov/Account/Login>, select the Application Status link and then select the more information link for this position. The Details page will display the status of your application, the documentation received and processed, and any correspondence the agency has sent related to this application. Your uploaded documents may take several hours to clear the virus scan process.

\* To return to an incomplete application, log into your USAJOBS account and click Update Application in the vacancy announcement. You must re-select your resume and/or other documents from your USAJOBS account or your application will be incomplete.

**Application Deadline:**

Tuesday, November 15, 2016

**Relocation Expenses:**

May be paid.

**Number of Positions:**

1

Updated November 3, 2016

\* \* \*

**Department Policies**

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

**Reasonable Accommodations:** This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the

agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

**Outreach and Recruitment for Qualified Applicants with Disabilities:** The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com) Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

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\* \* \*

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 15, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Richard.L.Parker2@usdoj.gov](mailto:Richard.L.Parker2@usdoj.gov)

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**Requested Document Notes:** Application Process:  
To apply for this position, you must complete the occupational questionnaire and

submit the documentation specified in the Required Documents section below.

The complete Application Package must be submitted by 11:59 PM (EST) on Tuesday, November 15, 2016. to receive consideration.

\* To begin, click Apply Online to create a USAJOBS account or log in to your existing account. Follow the prompts to select your USAJOBS resume and/or other supporting documents and complete the occupational questionnaire.

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Application Deadline:  
Tuesday, November 15, 2016

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**ID: 2371**

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**Supervisory Trial Attorney/Deputy Chief**  
U.S. Department of Justice (Washington, D.C.)

**Position Type:** Full-time

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

**Description:** SUPERVISORY TRIAL ATTORNEY/DEPUTY CHIEF

SHARE  
CRIMINAL DIVISION (CRM)  
ATTORNEY  
WASHINGTON, DC 20005  
UNITED STATES  
17-CRM-AFMLS-007

**About the Office:**

The Asset Forfeiture and Money Laundering Section (AFMLS) leads the Department's asset forfeiture and anti-money laundering enforcement efforts. AFMLS provides leadership by: (1) prosecuting and coordinating complex, sensitive, multi-district, and international money laundering and asset forfeiture investigations and cases; (2) providing legal and policy assistance and training to federal, state, and local prosecutors and law enforcement personnel, as well as to foreign governments; (3) assisting Departmental and interagency policymakers by developing and reviewing legislative, regulatory, and policy initiatives; and (4) managing the Department's Asset Forfeiture Program, including distributing forfeited funds and properties to appropriate domestic and foreign law enforcement agencies, as well as adjudicating petitions for remission or mitigation of forfeited assets.

This position is assigned to the International Unit. The International Unit is responsible for, among other things, implementing the Department's Kleptocracy Asset Recovery Initiative through investigation, civil litigation, and criminal prosecution to recover and repatriate the proceeds of foreign official corruption. The International Unit also does substantial assistance work, helping U.S. prosecutors in the restraint and forfeiture of assets located abroad, litigating in U.S. courts to assist foreign governments seeking restraint and forfeiture of assets in the United States, and authorizing certain actions to forfeit funds held in correspondent accounts. This Deputy Chief position will focus on supporting the Kleptocracy Initiative.

If you previously applied to the Supervisory Trial Attorney/Deputy Chief announcement 16-CRM-AFMLS-084, your application is still under consideration. There is no need to reapply to this posting.

**Job Description:**

As a Deputy Chief for Kleptocracy, the incumbent will:

- Focus primarily on criminal investigations and civil and criminal litigation undertaken by the International Unit, which is mainly in the Kleptocracy Initiative. This person will work under the direction of the Chief of the International Unit, acting as necessary in the Unit Chief's absence and sharing responsibility for the management of the litigation in the unit;
- Provide case support and legal advice as needed to Assistant United States Attorneys' (AUSAs) and foreign officials in asset forfeiture investigations and proceedings and on other related matters;
- Oversee litigation relating to the execution of incoming requests from foreign officials that will require the filing of restraining order applications and applications to enforce foreign judgments as well as litigation in conjunction with US Attorney's Offices relating to the forfeiture of assets beyond U.S. borders, particularly as it relates to corruption of foreign officials;
- Participate with other managers in identifying those cases and allegations for the Kleptocracy Team to pursue with our agency partners which show strong likelihood of effective results by soliciting and evaluating information from various sources; and
- Assist in liaison role with investigative partners and US Department of Justice and US Government components involved in anti-corruption investigations and prosecutions or policy programs.

**Qualifications:**

Required Qualifications: Interested applicants must possess a J.D. degree, be duly licensed and authorized to practice as an attorney under the laws of any State, territory of the United States, or the District of Columbia, and be an active member of the bar in good standing. To qualify at the GS-15 level, applicants must have four (4) or more years of post-J.D. legal experience, one of which was specialized experience at, or equivalent to, the GS-14 grade level. Examples of specialized experience include: independently performing legal analysis; composing pleadings, briefs and other court documents involving unique and/or difficult legal issues in civil or criminal litigation; conducting highly complex civil or criminal litigation; and leading paralegals and support staff.

Preferred Qualifications: Your qualifications will be further evaluated based upon the following competencies.

- Demonstrates federal criminal litigation experience at a high level.
- Demonstrates sound legal judgment.
- Ability to supervise attorneys and legal support employees.

**Salary:**

The salary range for this position is GS-15, \$128,082 - \$160,300 per annum, which includes locality pay. See OPM's Web page at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/16Tables/html/DCB.aspx>.

**Travel:**

Occasional travel may be required.

**Application Process:**

The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

1. If you do not already have an account, please create a USAjobs account before applying Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

2. Once you have an account, apply to the USAjobs vacancy:<https://www.usajobs.gov/GetJob/ViewDetails/455024700/>

**Application Deadline:**

Monday, November 14, 2016

**Relocation Expenses:**

Relocation expenses are not authorized

**Number of Positions:**

1

Updated November 1, 2016

\* \* \*

**Department Policies**

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

**Reasonable Accommodations:** This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

**Outreach and Recruitment for Qualified Applicants with Disabilities:** The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be

eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com) Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

**Suitability and Citizenship:** It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

**Veterans:** There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

\* \* \*

This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 14, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Richard.L.Parker2@usdoj.gov](mailto:Richard.L.Parker2@usdoj.gov)

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**Requested Document Notes:** Application Process:  
The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

1. If you do not already have an account, please create a USAjobs account before applying Create an Account. You will be able to upload your resume and supporting



documents and complete your profile prior to applying.

2. Once you have an account, apply to the USAjobs  
vacancy: <https://www.usajobs.gov/GetJob/ViewDetails/455024700/>

Application Deadline:  
Monday, November 14, 2016  
Relocation Expenses:  
Relocation expenses are not authorized  
Number of Positions:  
1  
Updated November 1, 2016  
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**ID: 2379**

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**Trial Attorney**

U.S. Department of Justice (Washington, D.C.)

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

SHARE  
 CRIMINAL DIVISION (CRM)  
 ASSET FORFEITURE AND MONEY LAUNDERING SECTION  
 ATTORNEY  
 WASHINGTON, DC 20005  
 UNITED STATES  
 17-CRM-AFMLS-010

**About the Office:**

The Asset Forfeiture and Money Laundering Section (AFMLS) leads the Department's asset forfeiture and anti-money laundering enforcement efforts. AFMLS provides leadership by: (1) prosecuting and coordinating complex, sensitive, multi-district, and international money laundering and asset forfeiture investigations and cases; (2) providing legal and policy assistance and training to federal, state, and local prosecutors and law enforcement personnel, as well as to foreign governments; (3) assisting Departmental and interagency policymakers by developing and reviewing legislative, regulatory, and policy initiatives; and (4) managing the Department's Asset Forfeiture Program, including distributing forfeited funds and properties to appropriate domestic and foreign law enforcement agencies, as well as adjudicating petitions for remission or mitigation of forfeited assets.

This announcement is for one position assigned to the Money Laundering and Forfeiture Unit, which litigates civil and criminal forfeiture cases for the Division and, in appropriate cases, in partnership with United States Attorneys' Offices (USAO). The Unit also prosecutes professional money launderers with an emphasis on gatekeepers to the financial system such as attorneys and accountants. It also provides support to the Division in cases involving significant or complex criminal forfeiture allegations. The Unit also serves as the Division's experts on domestic forfeiture and, in this role, provides advice to other Division attorneys, the United States Attorneys' Offices, and law enforcement agencies.

**Job Description:**

The incumbent independently directs, conducts, and monitors investigations, prepares and conducts trials and related post-trial litigation, and advises on pleadings and other court filings. This position is a litigation Trial Attorney position. As a litigation Trial Attorney practicing in United States District Courts, the incumbent is directly responsible for results in the cases handled; recommendations and decisions can affect institutions and the public and, as a result, come with pressure to carry out the Department's mission at the highest level, under demanding time deadlines, and in significant volume. As a Trial Attorney, the incumbent:

- Investigates and pursues professional money launderers for criminal prosecution under the money laundering statutes and forfeiture;
- Investigates and litigates civil and criminal forfeiture actions;
- Leads and undertakes complex investigations and prosecutions in the federal courts throughout the United States; makes charging decisions and proposes dispositions with regard to assigned cases; handles issues lacking precedent, and other challenges in compliance with Department, Division, and Section policies and practices;
- Provides forfeiture advice and support to other Sections of the Criminal Division, including but not limited to drafting and/or reviewing seizures warrants, restraining orders, criminal forfeiture allegations, indictments, and other pleadings;
- Develops and maintains working relationships with partners at the U.S. Attorneys' Offices, other litigating components and offices, and federal, state, and local law enforcement agencies;
- Advises and instructs federal agents and prosecutors on complicated questions of law related and Departmental policy related to the Money Laundering and Forfeiture Unit's mission;
- Advises and consults with the Money Laundering and Forfeiture Unit Chief and Deputy Chief, the AFMLS Section Chief, the Deputy Assistant Attorney General, the Assistant Attorney General, and others on the status of all cases and matters;
- Oversees and helps to coordinate the preparation and litigation assignments of paralegals and clerical personnel;

Provides asset forfeiture and money laundering training to other federal prosecutors, federal, state and local law enforcement, and international partners; and

Mentors and advises junior attorneys.

Qualifications:

Required Qualifications: Applicants must possess a J.D. degree, be duly licensed and authorized to practice as an attorney under the laws of any State, territory of the United States, or the District of Columbia, and be an active member of the bar in good standing.

To qualify at the GS-15 level, applicants must have four (4) or more years of post-J.D. legal experience, one of which was specialized experience at, or equivalent to, the GS-14 grade level. Examples of specialized experience include: independently performing legal analysis; composing pleadings, briefs and other court documents involving unique and/or difficult legal issues in civil or criminal litigation; conducting highly complex civil or criminal litigation; and leading paralegals and support staff.

Preferred Qualifications: Experience with litigating civil and criminal forfeiture is preferred.

Salary:

The salary range for this position is GS-15, \$128,082 - \$160,300 per annum, which includes locality pay. See OPM's Web page at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/14Tables/html/DCB.aspx>.

Travel:

Occasional travel will be required.

Application Process:

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Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

If you do not already have an account, please create a USAjobs account before applying Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

Once you have an account, apply to the USAjobs vacancy:

<https://www.usajobs.gov/GetJob/ViewDetails/455248700>

Application Deadline:

Thursday, November 17, 2016

Relocation Expenses:

Relocation expenses are not authorized.

Number of Positions:

Few

Updated November 3, 2016

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#### Department Policies

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

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213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com) Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

**Suitability and Citizenship:** It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 17, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Richard.L.Parker2@usdoj.gov](mailto:Richard.L.Parker2@usdoj.gov)

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**Requested Document Notes:** Application Process:  
The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

If you do not already have an account, please create a USAjobs account before applying Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

Once you have an account, apply to the USAjobs vacancy:  
<https://www.usajobs.gov/GetJob/ViewDetails/455248700>  
Application Deadline:  
Thursday, November 17, 2016  
Relocation Expenses:  
Relocation expenses are not authorized.  
Number of Positions:  
Few

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**ID: 2373**

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**Trial Attorney**

U.S. Department of Justice (Washington, D.C.)

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

SHARE  
 ENVIRONMENT AND NATURAL RESOURCES DIVISION (ENRD)  
 LAND ACQUISITION SECTION  
 ATTORNEY  
 601 D STREET, NW  
 WASHINGTON, DC 20004  
 UNITED STATES  
 ENRD-17-001EXC  
 About the Office:

The Environment and Natural Resources Division ("ENRD") of the U.S. Department of Justice is seeking experienced litigators for its Land Acquisition Section ("LAS") in Washington, D.C. LAS is responsible for acquiring land and other real property on behalf of the United States through condemnation proceedings for purposes ranging from establishing national parks to creating military training facilities to expanding land ports of entry. Recent cases being handled by LAS include the acquisition of land to create and expand national parks and forests such as the Flight 93 National Memorial and the Florida Everglades National Park. LAS also has initiated hundreds of cases throughout the United States for military and national security reasons, including construction of land ports of entry and other border infrastructure such as the Peace Arch in Blaine, Washington, expansion of military training facilities in California and Louisiana, and storage of the nation's Strategic Petroleum Reserve. The legal and factual issues involved are often complex and can include the power of the United States to condemn under specific acts of Congress, ascertainment of the market value of property with millions of dollars at stake and applicability of land use regulations. LAS offers a tremendous opportunity for those interested in complex litigation involving discovery, motion practice, settlement and significant trial work. This position also offers an opportunity to work on title issues with expert witnesses, including appraisers, land use consultants and developers.

ENRD has continued to rank among the top 5 federal subcomponents for the past five years, holding the #1 slot for three years consecutively. Our office is conveniently located near the Navy Memorial/Archives Metro. A wide variety of shopping venues, the Verizon Center, museums, the National Mall, restaurants and coffee shops are all within walking distance. We also offer access to an onsite fitness center.

To learn more about ENRD visit us at:  
[http://www.justice.gov/enrd/About\\_ENRD.html](http://www.justice.gov/enrd/About_ENRD.html)

**Job Description:**

Successful applicants will litigate complex cases associated with exercise of the United States government's power of eminent domain in federal district courts throughout the country. The Section is organized into teams in an effort to promote a collaborative and supportive environment. The Section's cases typically involve significant factual and expert discovery, a substantial motions practice, settlement negotiations and trial. This position will allow the selected applicants to utilize their legal research, writing and oral advocacy skills in all aspects of their assigned cases.

**Qualifications:**

Successful applicants must have the following:

at least two years of litigation and/or judicial experience to qualify for the GS-13 grade level;

at least three years of litigation and/or judicial experience to qualify for the GS-14 grade level;

at least five years of litigation and/or judicial experience to qualify for the GS-15 grade level;

In addition to the above qualifications, applicants must possess a J.D. degree; be

an active member of the bar (any jurisdiction); and be a U.S. citizen.

In addition, qualified applicants must demonstrate the ability to work well in a collaborative, team-oriented environment, outstanding legal writing skills, and a commitment to the highest ethical and professional standards. Experience in civil litigation involving real property and work with expert witnesses is desirable, but not necessary.

If selected you may be subject to: pre-employment urinalysis, successful completion of a background investigation and completion of the required probationary period.

**Salary:**

The possible salary range is GS-13 (\$92,145 - \$119,794), GS-14 (\$108,887 - \$141,555) and GS-15 (\$128,082 - \$160,300) per annum. Experienced attorneys with a minimum two to three years litigation experience is desired. This is a permanent position.

**Travel:**

Travel is required at least 25% of the time or greater.

**Application Process:**

Applicants must submit a current resume and a writing sample by email to ATTYAPPLY-LAS.ENRD@USDOJ.GOV Email links icon

If email submission is not possible, please forward your application materials to the following address:

U.S. Department of Justice  
Environment and Natural Resources Division  
Land Acquisition Section  
P.O. Box 561, Ben Franklin Station  
Washington, DC 20044-0561  
Attention: Barry Weiner, Deputy Section Chief.

No telephone calls please.

**Application Deadline:**

Thursday, December 8, 2016

**Relocation Expenses:**

Relocation expenses will not be paid.

**Number of Positions:**

2

Updated November 2, 2016

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**Department Policies**

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

**Reasonable Accommodations:** This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

**Outreach and Recruitment for Qualified Applicants with Disabilities:** The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to resume@benderconsult.com Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional

information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

**Suitability and Citizenship:** It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** December 8, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Richard.L.Parker2@usdoj.gov](mailto:Richard.L.Parker2@usdoj.gov)

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**Requested Document Notes:** Application Process:  
Applicants must submit a current resume and a writing sample by email to [ATTYAPPLY-LAS.ENRD@USDOJ.GOV](mailto:ATTYAPPLY-LAS.ENRD@USDOJ.GOV) Email links icon

If email submission is not possible, please forward your application materials to the following address:

U.S. Department of Justice  
Environment and Natural Resources Division  
Land Acquisition Section  
P.O. Box 561, Ben Franklin Station  
Washington, DC 20044-0561  
Attention: Barry Weiner, Deputy Section Chief.

No telephone calls please.



Application Deadline:  
Thursday, December 8, 2016  
Relocation Expenses:  
Relocation expenses will not be paid.  
Number of Positions:  
2

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**ID: 2377**

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**Trial Attorney**

U.S. Department of Justice (Washington, D.C.)

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

SHARE  
 CRIMINAL DIVISION (CRM)  
 ATTORNEY  
 WASHINGTON, DC 20005  
 UNITED STATES  
 17-CRM-OCG-008

**About the Office:**

The Organized Crime and Gang Section oversees the Department's program to combat organized crime by: investigating and prosecuting the most significant domestic and international organized crime groups in conjunction with Strike Force Units and Assistant United States Attorneys in U.S. Attorney's Offices around the country; prosecuting significant Racketeer Influenced and Corrupt Organizations (RICO), Violent Crimes in Aid of Racketeering (VICAR) and violent crime cases against the most dangerous street gangs operating on a regional and national level, coordinating the flow of criminal intelligence concerning organized crime cases to and from the field, including working with the International Organized Crime Intelligence and Operations Center; supervising the investigation and prosecution of all federal organized crime cases by the above-mentioned 21 Strike Force Units within U.S. Attorney's Offices around the country; exercising approval authority over all proposed federal prosecutions under the RICO and VICAR statutes; advising and assisting on criminal investigations and prosecutions of federal crimes involving labor-management disputes, the internal affairs of labor unions in the private sector, and the operation of employee pension and welfare benefit plans; working with U.S. intelligence agencies and U.S. and foreign law enforcement agencies to identify, investigate and prosecute international organized crime groups; and contributing to the development of policy and legislation relating to numerous organized crime and gang related issues including gambling, firearms trafficking, human trafficking, violent crime, and international law enforcement strategies.

**Job Description:**

The Criminal Division, U.S. Department of Justice, is seeking a qualified, experienced attorney for a permanent position in the Organized Crime and Gang Section located in Washington, DC. The incumbent independently directs, conducts, and monitors investigations, prepares and conducts trials, and advises on strategies and tactics relating to the prosecution of organized crime. As a Trial Attorney, the incumbent:

Partners with Assistant U.S. Attorneys ("AUSAs") including Organized Crime Coordinators, Organized Crime Strike Force Attorneys, and Anti-Gang Coordinators, in the development and management of organized crime and gang prosecutions. Engages in all phases of investigation and litigation, including, but not limited to, the use of grand jury, advising federal law enforcement agents, preparing appropriate pleadings, and litigating motions and trials before U.S. District Courts across the country.

Gives advice and instructions to AUSAs on complicated questions of law and Departmental policy.

Promotes, in collaboration with OCGS managers, the Section's program to foster effective national investigation and prosecution of organized crime and violent gang crime, including giving advice on strategy and legal complexities, and identifying and developing litigation priorities, policy, and legislative recommendations.

Represents the interests of the Department of Justice by fostering communication and coordination between law enforcement agencies, as well as between United States Attorney's Offices (USAOs).

Serves as a subject matter expert, participating in, and/or providing advice on, activities related to the investigation and litigation of organized crime and gang cases.

**Qualifications:**

**Required Qualifications:** Interested applicants must possess a J.D. degree, be duly licensed and authorized to practice as an attorney under the laws of any State, territory of the United States, or the District of Columbia, be an active member of the bar in good standing, and have at least four (4) years post J.D. legal experience, one of which was specialized experience at, or equivalent to, the GS-

14 grade level. Examples of specialized experience include: independently performing legal analysis; composing pleadings, briefs and other court documents involving unique and/or difficult legal issues in civil or criminal litigation; conducting highly complex civil or criminal litigation; and leading paralegals and support staff.

Preferred Qualifications: Your qualifications will be further evaluated based upon the following competencies and experiences.

Experience with prosecuting RICO, CCE and other complex conspiracy matters. Criminal litigation experience.

Trial experience in U.S. District Courts.

Trial experience in State or local courts.

Experience with the federal judiciary.

Salary:

This is a permanent position at the GS-15 grade level. The salary range for this position is \$128,082 – \$160,300 per annum, which includes locality pay

Travel:

Routine travel will be required for conferences and litigation work throughout the United States. Overseas travel may also be required.

Application Process:

The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

If you do not already have an account, please create a USAJobs account before applying Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

Once you have an account, apply to the USAJobs vacancy:

<https://www.usajobs.gov/GetJob/ViewDetails/454949600>

Application Deadline:

Monday, November 21, 2016

Relocation Expenses:

Relocation expenses may be authorized.

Number of Positions:

1

Updated November 1, 2016

\* \* \*

#### Department Policies

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

**Reasonable Accommodations:** This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

**Outreach and Recruitment for Qualified Applicants with Disabilities:** The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com) Email links icon and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com) [external link]. Individuals with disabilities may also contact one of the

Department's Disability Points of Contact (DPOC). See list of DPOCs.

**Suitability and Citizenship:** It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

**Veterans:** There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

\* \* \*

This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 7, 2016

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**Expiration Date:** November 21, 2016

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**Contact:** Mr. Richard L. Parker  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Richard.L.Parker2@usdoj.gov](mailto:Richard.L.Parker2@usdoj.gov)

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**Requested Document Notes:** Application Process:  
The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

If you do not already have an account, please create a USAJobs account before applying Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

Once you have an account, apply to the USAJobs vacancy:

<https://www.usajobs.gov/GetJob/ViewDetails/454949600>

Application Deadline:

Monday, November 21, 2016

Relocation Expenses:

Relocation expenses may be authorized.

Number of Positions:

1

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**ID: 2380**

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**HARRITY PATENT ASSOCIATE TRAINEE PROGRAM**

Harrity &amp; 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.

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.

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 firms. The salary potential, for your first full year of employment as a full-time professional, is \$200K+.

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](mailto:pat@harrityllp.com).

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.

**Desired Class Level:** 2L, 3L, Graduate/Alumni**Posting Date:** November 3, 2016**Expiration Date:** December 31, 2017**Contact:** Jazmine Hitt  
11350 Random Hills Road Suite 600, Fairfax Virginia 22030**Resume Receipt:** E-mail, Accumulate Online**Default email for resumes.:** [pat@harrityllp.com](mailto:pat@harrityllp.com)**Additional Documents:** Cover Letter**ID:** 2360

**Openings for Multiple Positions**

DPS Land Services, LP (Canonsburg, Pennsylvania)

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**Position Type:** Full-time

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**Practice Area(s):** All Practice Areas

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

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**Description:** Abstractor/Title Researcher – Conduct extensive title research compiling deeds, leases, judgments, mortgages and other encumbrances to generate reports or abstracts on the oil and gas ownership underlying properties in OH, WV, and PA. Abstracting is a learned research skill utilizing expertise in property, estates and trusts, and contract law. Abstracting work is conducted using the county courthouses and online resources.

Landman/Leasing Agent – Conduct negotiations with mineral owners in the Tri-State area in order to acquire oil and gas leases or mineral purchases for major oil and gas operators. Serve as a liaison between oil and gas companies and oil and gas and/or real estate owners. Landman are experts in negotiations and contract drafting with great interpersonal and business skill sets.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 3, 2016

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**Expiration Date:** December 30, 2016

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**Contact:** Brandy L. Hopkins  
6000 Town Center Blvd Suite 145 Canonsburg, Pennsylvania 15317 United States  
<http://www.dpslandservices.com>

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [bhopkins@dpslandservices.com](mailto:bhopkins@dpslandservices.com)

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**ID:** 2362

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**In-House Counsel**

Fidelity National Title Group (Omaha, NE)

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**Position Type:** Full-time

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**Practice Area(s):** Insurance, Real Property

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**Geographic Preference:** Upper Midwest (KS, NE, ND, SD)

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**Description:** Fortune 500 Company seeking candidates for entry level In-House Counsel positions in Omaha, Nebraska. Issues involve real property, title, and litigation. Preferred candidates will have a litigation background and/or real property experience, as well as strong organizational skills.

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

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**Posting Date:** November 2, 2016

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**Expiration Date:** December 2, 2016

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**Contact:** Rennae Ross  
2533 N. 117th Avenue Omaha, Nebraska 68164

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**Resume Receipt:** E-mail

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**Default email for resumes.:** rennae.ross@fnf.com

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**Additional Documents:** Cover Letter

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**Requested Document Notes:** Cover Letters should be addressed to:

Ms. Rennae Ross  
Administrative Assistant  
Fidelity National Title Group  
2533 North 117th Avenue  
Omaha, Nebraska 68164

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**ID:** 2359

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**Trial Attorney**

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

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

**Description:** GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL  
POSITION VACANCY ANNOUNCEMENT  
ANNOUNCEMENT NO: #17-008  
POSITION TITLE:  
TRIAL ATTORNEY  
(Child Support Services)  
POSITION GRADE & SERIES: LS-12/1 to 13/5  
SALARY RANGE: \$79,810 – \$107,567  
Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.  
OPENING DATE: November 2, 2016  
CLOSING DATE: November 16, 2016  
DURATION OF APPOINTMENT: Permanent  
AREA OF CONSIDERATION: Open to the Public  
WORKSITE LOCATION:  
Office of the Attorney General  
for the District of Columbia  
Legal Services Section  
Child Support Services Division  
441 4th Street NW  
Washington, DC 20001  
NO. OF VACANCIES: One (1)  
This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.  
DESCRIPTION OF DUTIES: The Legal Services Section of the Child Support Services Division (CSSD) in the Office of the Attorney General for the District of Columbia is seeking a trial attorney. CSSD administers the District's child support services program that includes locating non-custodial parents, establishing legal paternity, establishing support orders, enforcing legal support obligations including medical support, and modifying support orders. The Division is also responsible for the State Disbursement Unit that processes all child support payment collections and disbursements.  
The incumbent will represent the District and custodial parents in all aspects of Child Support litigation, from initial entry of a support order to modification of the order to civil and criminal contempt enforcement. The attorneys are typically in court 4-5 days a week, negotiating consent orders with the parents or conducting contested hearings. The incumbent will be assigned to a court litigation team and try cases. The legal work is high volume and fast paced.  
QUALIFICATIONS: The ideal candidate must have experience handling a large volume of cases. The candidate should also be committed to working on behalf of children and have a demonstrated commitment to trial work in the public sector. Prior trial experience and fluency in Spanish is highly desirable, but not necessary.  
ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.  
OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.  
HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.  
PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given priority consideration for this position if found qualified.  
EMPLOYMENT BENEFITS: Selectee will be eligible for health and life insurance, annual (vacation) and sick leave and will be covered under the District of Columbia government's retirement plan. However, if selectee was previously employed in the District of Columbia's government under an appointment for which he/she was eligible for Civil Service Retirement (CSR), contributions to CSR will resume upon

re-employment.

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

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

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

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

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

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 2, 2016

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**Expiration Date:** November 16, 2016

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

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**Resume Receipt:** E-mail

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

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**Additional Documents:** Cover Letter, Writing Sample, Other Documents

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**Requested Document Notes:** 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 (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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**ID:** 2361

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**Litigation Associate**

Clark Hill PLC (Chicago, IL)

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

**Description:** Clark Hill has a revised posting for a position we are looking to fill quickly, and we are hoping that your alumni network might be interested! While we always post our open positions to our website (<http://www.clarkhill.com/pages/attorney-opportunities>), there is a position presently open in our Morgantown, WV office that we are particularly eager to fill. I am hoping that you can help me to post this position to your alumni job board or with your alumni job seekers list. Specific details follow:

- Duration of posting: ASAP through 12/31/16
- Applications to be sent directly to me (no digesting or packet from school or Symplicity)
- Contact me with any questions (please find my contact information in my signature block below)
- Details on the position:

Litigation Associate – Morgantown, WV

Clark Hill PLC is seeking a litigation attorney with 2-4 years of experience for its insurance defense litigation practice in Morgantown. All candidates must have the following experience: trial preparation and courtroom experience, including file responsibility, motion practice, and deposition experience; substantive second chair experience; strong advocacy, research, writing, and negotiation skills; and strong academic credentials. Successful candidates must be detail-oriented, organized, and should possess a solid work ethic. Strong interpersonal and communication skills are also required. Experience working with Relativity is a strong plus. All candidates must be licensed to practice law in the State of West Virginia. Candidates also licensed in the Commonwealth of Pennsylvania preferred. Interested candidates should provide a cover letter, resume, law school transcript, and writing sample to Kate Casale MacNally, Legal Recruiter, at [recruiting@clarkhill.com](mailto:recruiting@clarkhill.com). Please include "Morgantown Litigation Associate" in the subject line of the submission email. (Placements through external recruiters will not be considered at this time.)

Many thanks,  
Kate

Katherine ("Kate") Casale MacNally, Esq.  
Legal Recruiter  
CLARK HILL PLC

130 East Randolph Street, Suite 3900 | Chicago, IL 60601  
312.985.5564 (Direct) | 312.985.5981 (Fax) | 312.415.7701 (Cell)  
[KCasale@clarkhill.com](mailto:KCasale@clarkhill.com) | [www.clarkhill.com](http://www.clarkhill.com)

**\*\*PLEASE NOTE OUR NEW ADDRESS AS OF MONDAY, OCTOBER 3, 2016\*\***

LEGAL NOTICE: This e-mail, along with any attachment(s), is considered confidential and may be legally privileged. If you have received it in error, please notify us immediately by reply e-mail and then delete this message from your system. Please do not copy it or use it for any purposes, or disclose its contents to any other person. Thank you for your cooperation.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 1, 2016

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**Expiration Date:** December 31, 2016

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**Contact:** Katherine Casale MacNally  
Esq  
130 East Randolph Street Suite 3900, Chicago Illinois 60601

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [KCasale@clarkhill.com](mailto:KCasale@clarkhill.com)

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

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**Requested Document Notes:** . Interested candidates should provide a cover letter, resume, law school transcript, and writing sample to Kate Casale MacNally, Legal Recruiter, at [recruiting@clarkhill.com](mailto:recruiting@clarkhill.com). Please include "Morgantown Litigation Associate" in the subject line of the submission email. (Placements through external recruiters will not be considered at this time.)

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**ID:** 2357

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**Staff Attorney**

Animal Legal Defense Fund (California )

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

Animal Legal Defense Fund

Location/Contact:

Attn: Wendy Cromwell, Paralegal

E-mail: [wcromwell@aldf.org](mailto:wcromwell@aldf.org)

Animal Legal Defense Fund

525 E. Cotati Ave.

Cotati, CA 94931

Position Objectives:

An ALDF Staff Attorney is responsible for the day-to-day litigation of ALDF's civil caseload, proactively developing new cases, assisting with ALDF's legislative needs, as well as representing the organization out of the courtroom. He or she will work closely with the Director of Litigation as well as ALDF's other Staff Attorney and Litigation Fellows.

Description:

To represent ALDF in its civil strategic impact litigation, to develop new theories and cases, to assist with legislative needs, and to otherwise represent ALDF. He or she will:

- Research and develop legal theories and strategies for lawsuits

- Research and develop fact patterns for lawsuits

- File and handle lawsuits

- Oversee drafting, editing and submission of amicus curiae briefs on behalf of ALDF.

- Assist with the review and development of legislation

- Coordinate and collaborate with Criminal Justice Program staff on cases that have, or could have, both civil and criminal components.

- Coordinate, as needed, with Animal Law Program staff.

- Prepare and deliver presentations for professional conferences, fundraising events, etc. when needed

- Work with Communications and other departments to answer questions on civil legal issues and procedures, and to propose, draft, proof read and/or edit content on cases and legal developments for ALDF website, blogs, e-Update, e-alerts, newsletters, donor mailings, etc.

- Provide in-house expertise for staff on questions concerning Litigation Program cases, animal law civil cases in general and civil procedures and legal strategy.

Qualifications:

- Must have a Juris Doctor degree, excelled in law school, and be admitted to practice law in at least one state.

- Must have a minimum three years litigation experience.

- Must have excellent organizational and prioritization skills and be able to meet deadlines.

- Must have excellent written and verbal communication skills.

- Must be "computer literate" and have experience with basic software application, including, Outlook, Word, Excel and internet browsers.

- Must understand and be committed to the mission of the Animal Legal Defense Fund.

- Must have excellent references relevant to similar positions held.

- Must have a positive attitude and be able to work cooperatively with others and function well in a team-oriented work environment.

- Must have excellent interpersonal skills and be able to communicate effectively with members, supporters, co-workers, etc.

- Travel required.

Term of Employment: Full-time

Reports to: Director of Litigation

Salary and Benefits:

- Salary: \$65,000. Excellent benefits package. Casual office environment includes companion animals.

How to Apply: Applicants should email a cover letter, resume [including Bar registration number(s)], law school transcripts, legal writing sample, and the

names and phone numbers of three professional references to the attention of Wendy Cromwell at the above address. Please send as one PDF file. Applications may also be mailed, however email is preferred.

Position Location and Application Period: The Staff Attorney will be based at ALDF's headquarters in Cotati, California. Applications will be accepted through Nov.1, 2016; the position will begin no later than Dec. 1, 2016.

Location: Cotati, California

Contact  
Wendy Cromwell  
wcromwell@aldf.org

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 1, 2016

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**Expiration Date:** December 1, 2016

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**Contact:** Wendy Cromwell  
Paralegal  
525 East Cotati Avenue Cotati, California 94931 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** wcromwell@aldf.org

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

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**Requested Document Notes:** How to Apply: Applicants should email a cover letter, resume [including Bar registration number(s)], law school transcripts, legal writing sample, and the names and phone numbers of three professional references to the attention of Wendy Cromwell at the above address. Please send as one PDF file. Applications may also be mailed, however email is preferred.

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**ID:** 2306

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**Assistant Dean For Career Services**

West Virginia University Division of Human Resources (Morgantown, WV)

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

The College of Law at West Virginia University is seeking applications for an Assistant Dean for Career Services. This position is responsible for leading all aspects of a comprehensive Career Services program. This experienced professional must be visionary, strategic, creative, energetic, personable and an effective day-to-day manager of career services initiatives to complement the College's mission, vision and strategic plan. The Assistant Dean manages a staff which includes an Assistant Director.

In order to be successful in this position, the ideal candidate will:  
Lead the strategic planning, assessment, and evaluation of career services initiatives.

Design and execute a strategy to support students' career development goals, including an ambitious program of soliciting and developing job opportunities, developing progressive programming, and providing proactive career counseling. Conduct outreach to expand job opportunities for students through a concerted program of employer development, including personal visits, annual mailings, telephone contact, and website and other marketing strategies.

Create and conduct educational programming, workshops and seminars on the legal profession, career opportunities and job search techniques.

Counsel students and alumni regarding career planning, goals, options and opportunities, as well as job search strategies.

Engage in a variety of writing and editing projects, including a strategic marketing plan, web content, presentations, policies, cover letters and resumes.

Utilize assessment techniques and analyze data impacting the effectiveness and efficiency of career services initiatives.

**Qualifications**

Master's degree or equivalent degree in a related field

A minimum of eight (8) years of demonstrated progressive experience in higher education, legal recruiting or other relevant experience

A Juris Doctor degree with a minimum of five (5) years of demonstrated progressive experience in higher education or legal recruiting or other relevant experience (JD is strongly preferred, but not required)

Excellent oral and written communication skills are a must, as well as demonstrated strong analytical, organizational and interpersonal skills

A strong commitment to student success is required to thrive in this team-centered environment

**Requirements**

Background check

**About WVU**

At West Virginia University, we pride ourselves on a tireless endeavor for achievement. We are home to some of the most passionate, innovative minds in the country who push their limits for the sake of progress, constantly moving the world forward. Our students, faculty and staff make this institution one of the best out there, and we are proud to stand as one voice, one university, one WVU. Find out more about your opportunities as a Mountaineer at <http://hr.wvu.edu/>.

West Virginia University is an Equal Opportunity/Affirmative Action Employer and the recipient of an NSF ADVANCE award for gender equity. The University values diversity among its faculty, staff and students, and invites applications from all qualified individuals, including minorities, females, individuals with disabilities and veterans.

Job Posting: Oct 27, 2016

Posting Classification: Non-Classified

Exemption Status: Exempt

Benefits Eligible: Yes

Schedule: Full-time

**Desired Class Level:** Graduate/Alumni

**Posting Date:** October 27, 2016

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**Expiration Date:** January 1, 2017

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**Contact:** Human Res

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**Resume Receipt:** Accumulate Online

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**Additional Documents:** Unofficial Transcript, Other Documents

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**Requested Document Notes:** The final candidate(s) will be required to submit academic transcripts and background check.  
References to include current and/or previous supervisor(s).

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**ID:** 2363

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**Attorney**

Legal Aid of West Virginia

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

Immediate opening for a skilled, motivated Attorney with Legal Aid of West Virginia's Logan office. Highly rewarding work with great benefits (4+ weeks' vacation/holidays, PEIA medical coverage). This is a great opportunity to improve your community and your quality of life at the same time. Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Wednesday, November 9, 2016. EOE Qualified women, minorities and people with disabilities are encouraged to apply.

If you have any questions, please call me at 304-389-8157.

Thanks,  
Kerry LeMasters  
Legal Aid of West Virginia

**Desired Class Level:** Graduate/Alumni**Posting Date:** October 27, 2016**Expiration Date:** November 9, 2016**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, Other Documents**Requested Document Notes:** Send cover letter, resume and salary requirements via fax (304-342-3011) or email to jobs@lawv.net by Wednesday, November 9, 2016.**ID:** 2350



**Assistant Public Defender**

Public Defender Corporation First Circuit (Wheeling)

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**Position Type:** Full-time

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**Practice Area(s):** Criminal - Defense

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

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**Description:** The Public Defender Corporation for the First Judicial Circuit of West Virginia anticipates a vacancy for the position of Assistant Public Defender in the Corporation's Weirton, WV office. Assistant Public Defenders represent indigent clients at the trial court and appellate stages in the following proceedings: criminal, extradition, probation and parole, contempt, juvenile, and abuse and neglect.Salary depends upon experience and available funding. Benefits include a pension (upon eligibility) as well as medical and life insurance (provided our carrier accepts your application).

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 25, 2016

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**Expiration Date:** November 19, 2016

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**Salary Range:** Not Applicable

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**Contact:** Shayne M. Welling  
Chief Public Defender

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**Resume Receipt:** E-mail

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**Default email for resumes.:** Shayne@wheelingpdc.org

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**Additional Documents:** Cover Letter

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**ID:** 2347

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**Judicial Clerk**

26th Judicial Circuit of West Virginia

**Position Type:** Full-time**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Description:** Judicial Clerkship 26th Judicial Circuit (Lewis County)

Available January 2017

Judge Kurt Hall is seeking a judicial clerk for his chambers to begin in January 2017. In addition to being a former Circuit Court Judge, Mr. Hall was also formerly an Assistant Prosecutor in Randolph, Harrison and Lewis Counties.

**Desired Class Level:** 3L, LL.M., Graduate/Alumni**Posting Date:** October 25, 2016**Expiration Date:** November 22, 2016**Contact:** Mr. Kurt Hall  
Judge  
117 Court Avenue Weston, West Virginia 26452**Resume Receipt:** Other (see below)**How To Apply:** To apply please forward a resume, cover letter, writing sample and transcript, as soon as possible, to:

Judge Kurt Hall  
53 Ridgeview Estates Dr.  
Jane Lew, WV 26378

**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 2349

**Product Tort and Insurance Litigation Associate**

Frost Brown Todd, LLC (Louisville, KY )

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

**Description:** Frost Brown Todd LLC, one of the largest regional law firms in the Midwest and one of the 150 largest law firms in the United States, seeks a litigation associate for the Charleston, West Virginia office. The candidate should have 3-5 years of experience to support our Product, Tort and Insurance Litigation Practice Group with depositions, hearings and drafting pleadings. More experienced candidates will also be considered. Applicants must have a strong academic record and excellent research and writing skills. Please visit our web page and use the "self-apply" feature at <http://www.frostbrowntodd.com/careers-openings-attorneys.html> to submit your application. Frost Brown Todd LLC is an equal opportunity employer.

**Desired Class Level:** Graduate/Alumni**Posting Date:** October 25, 2016**Expiration Date:** December 27, 2016

**Contact:** Ms. Sonya Yadon  
Attorney Recruiting and Development Manager  
400 West Market Street 32nd Floor, Louisville Kentucky 40202-3363

**Resume Receipt:** Other (see below)**How To Apply:** <http://www.frostbrowntodd.com/careers-openings-attorneys.html>**Additional Documents:** Cover Letter, Unofficial Transcript**ID:** 2348

**Trial Attorney, Civil Litigation**

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

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

ANNOUNCEMENT NO: #17-007

POSITION TITLE:

TRIAL ATTORNEY

(Civil Litigation)

POSITION GRADE &amp; SERIES: LS-13/1 to 14/1

SALARY RANGE: \$94,915 – \$112,155

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

OPENING DATE: October 25, 2016

CLOSING DATE: November 15, 2016

DURATION OF APPOINTMENT: Permanent

AREA OF CONSIDERATION: Open to the Public

WORKSITE LOCATION:

Office of the Attorney General

for the District of Columbia

Civil Litigation Division, Section IV

441 4th Street NW

Washington, DC 20001

NO. OF VACANCIES: One (1)

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

**DESCRIPTION OF DUTIES:** The Office of the Attorney General for the District of Columbia seeks an experienced trial attorney for Section IV 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 incumbent will defend claims for 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 D.C. Human Rights Act, the D.C. Whistleblower Protection Act, Title VII, the Americans with Disabilities Act, Age Discrimination in Employment Act, etc.). The incumbent will also defend civil rights claims brought under 42 U.S.C. Section 1983, including claims for alleged police misconduct involving illegal searches and seizures, excessive force, assault and battery and false arrest, and general negligence claims in the areas of personal injury (automobile, police false arrest, assault and battery, slip and falls, inmate claims and medical malpractice). 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. The 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.

**QUALIFICATIONS:** Candidates must have a minimum of five years' civil litigation experience, including civil jury trial 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 also have significant employment law experience. The candidate must be able to handle multiple deadlines in a fast-paced environment, and be a self-starter. Prior judicial clerkship experience is highly desirable but not required.

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

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

**HOW TO APPLY:** Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy 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 (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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

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

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

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

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

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

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

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 25, 2016

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**Expiration Date:** November 15, 2016

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

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**Resume Receipt:** E-mail

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

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**Additional Documents:** Cover Letter, Writing Sample, Other Documents

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**Requested Document Notes:** 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 (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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**ID:** 2351

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**Trial Attorney (Equity Section)**

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

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

**Description:** GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL  
POSITION VACANCY ANNOUNCEMENT  
ANNOUNCEMENT NO: #17-006  
POSITION TITLE:  
TRIAL ATTORNEY (Equity Section)  
POSITION GRADE & SERIES: LS-12/1 to 13/1  
SALARY RANGE: \$79,810 – \$94,915  
Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.  
OPENING DATE: October 24, 2016  
CLOSING DATE: November 14, 2016  
DURATION OF APPOINTMENT: Permanent  
AREA OF CONSIDERATION: Open to the Public  
WORKSITE LOCATION:  
Office of the Attorney General  
for the District of Columbia  
Public Interest Division  
441 4th Street NW  
Washington, DC 20001  
NO. OF VACANCIES: One (1)  
This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.  
**DESCRIPTION OF DUTIES:** The Office of the Attorney General for the District of Columbia is seeking a trial attorney for the Equity Section in the Public Interest Division. The Equity Section defends the District of Columbia in class actions and other major civil lawsuits filed in the United States District Court for the District of Columbia and the Superior Court of the District of Columbia, focusing on those cases that seek declaratory and injunctive relief.  
The successful candidate will defend the District of Columbia and its executive level agencies, officials, and employees in complex constitutional litigation brought against the District challenging its laws, regulations, policies and practices. These cases are high profile and seek injunctive and other declaratory relief, with substantial impact on executive level agencies and their programs and policies. The cases often implicate claims under the First, Second, Fourth, Fifth, and Eighth Amendments to the Constitution. The candidate will defend all class action and other systemic challenges to the services, practices, conditions, care provided by District agencies and departments, or challenges to their component operations; 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. These cases vary from individual to class action complaints and from singular to system-wide challenges. Because the cases often address purported systemic problems with agency programs, practices, and policies, the candidate typically will advise a number of constituent District agencies on matters related to pending litigation or orders awarding permanent injunctive relief. This includes judicial oversight of various consent decrees and other ongoing monitoring of previously entered judicial relief.  
The successful candidate will file pleadings, conduct and respond to written and oral discovery, file and respond to dispositive motions, negotiate settlements, advise agency personnel on policies and practices challenged in litigation, and conduct trials and contested hearings. There is substantial contact with client agencies.  
The successful candidate must possess strong negotiation, litigation, and analytical skills, as well as excellent legal research, oral and written advocacy skills. The candidate also must have the ability and willingness to manage several complex cases at one time.  
**ELIGIBILITY:** The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.  
**OTHER INFORMATION:** The selected candidate will be subject to a background investigation including reference checks.  
**HOW TO APPLY:** Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position;

2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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

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

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

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

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

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

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

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 24, 2016

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**Expiration Date:** November 14, 2016

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

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**Resume Receipt:** E-mail

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

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**Additional Documents:** Cover Letter, Writing Sample, Other Documents

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**Requested Document Notes:** 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 (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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**ID:** 2352

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**Law Clerk/Attorney**

Lerner Law (Brooklyn, NY)

**Position Type:** Full-time**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:** Robert N. Lerner  
ATTORNEY AT LAW  
828 64th St., 2nd Fl., Rm. 2A  
BROOKLYN, NEW YORK 11220  
TEL: (718) 748-2500  
FAX: (718) 504-4902  
E-mail: RNL.LERNERLAW@GMAIL.COM  
Date: October 20, 2016  
Bilingual (Chinese)  
Law Clerk/ Attorney

I have operated a general practice law office in Brooklyn, NY for over 20 years. My office provides a unique opportunity to become acquainted with solo, general practice. My practice includes: probate, criminal, personal injury, immigration, matrimonial, real estate law, and civil litigation.

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

**JOB DESCRIPTION**

Hours: Flexible

Responsibilities: Legal research, document drafting, court appearances.

Language Skill: Fluent Chinese-required

Salary: Negotiable

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

**Desired Class Level:** Graduate/Alumni**Posting Date:** October 21, 2016**Expiration Date:** November 21, 2016**Contact:** Robert N. Lerner  
Owner/Attorney  
828 64th Street Suite 2A NY 11220, Brooklyn New York**Resume Receipt:** E-mail**Default email for resumes.:** lernerlaw@gmail.com**ID:** 2345



**Trial Attorney Gov't Contracts**

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

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

**Description:** GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL  
POSITION VACANCY ANNOUNCEMENT  
ANNOUNCEMENT NO: #17-004  
POSITION TITLE:  
TRIAL ATTORNEY  
(Government Contracts)  
POSITION GRADE & SERIES: LS-13/01 to 13/05  
SALARY RANGE: \$94,915 to \$107,567  
Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.  
OPENING DATE: October 19, 2016  
CLOSING DATE: November 10, 2016  
DURATION OF APPOINTMENT: Permanent  
AREA OF CONSIDERATION: Open to the Public  
WORKSITE LOCATION:  
Office of the Attorney General  
for the District of Columbia  
Public Interest Division  
441 4th Street NW  
Washington, DC 20001  
NO. OF VACANCIES: One (1)  
This position is in the collective bargaining unit represented by AFGE Local 1403 and you may be required to pay an agency service fee through direct payroll deduction.  
BRIEF DESCRIPTION OF DUTIES: The Public Interest Division of the Office of the Attorney General for the District of Columbia is seeking one trial attorney for its Government Contracts Section. The incumbent's primary responsibility will be to defend the District of Columbia in contract disputes filed at the District of Columbia Contract Appeals Board (CAB) and general breach of contract and unjust enrichment claims filed in the D.C. Superior Court. The CAB contractor disputes include, but are not limited to, contractor challenges to terminations for default, requests for equitable adjustments arising from delays, differing site conditions and constructive changes, and general contract payment disputes. The incumbent will also defend the District against petitions for review of CAB bid protest decisions filed in the D.C. Superior Court.  
The incumbent will have an individual caseload and will work on various litigation teams. The incumbent will file pleadings, conduct and respond to written and oral discovery, file dispositive motions, negotiate settlements, and conduct trials and contested hearings. There is substantial contact with client agencies as well. The position requires significant knowledge of government contract law, the rules and procedure of the CAB and the D.C. Superior Court, and civil litigation and trial experience. The successful candidate must also have a law degree, excellent research and writing skills, experience in conducting discovery and prior litigation experience.  
ELIGIBILITY: Candidates must have a minimum of three years civil litigation experience including civil trial experience. The successful candidate must have excellent research and writing skills, significant experience in conducting discovery, including expert discovery, and all aspects of pretrial civil practice, and civil trial experience particularly in the area of government contract litigation.  
The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If you are not a member of the District of Columbia Bar, you must be sworn into the District of Columbia Bar within 360 days of your appointment.  
OTHER INFORMATION: The selected candidate will be subject to a background investigation including reference checks.  
HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) 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 (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.  
PRIORITY CONSIDERATION: Displaced Employee Priority Placement: Candidates who are eligible for the District of Columbia's Displaced Employee Program (DEP) and Agency Reemployment Priority Placement Program (ARPP) will be given

priority consideration for this position if found qualified.

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

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

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

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

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

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

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 19, 2016

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**Expiration Date:** November 10, 2016

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

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**Resume Receipt:** E-mail

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

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**Additional Documents:** Cover Letter, Writing Sample, Other Documents

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**Requested Document Notes:** 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 (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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**ID:** 2346

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**Clinical Instructor**

Harvard Law School(Food Law and Policy Clinic)

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

The Clinical Instructor will work independently and with the Director, staff, and students on a broad range of international, federal, state, and local policy projects addressing the health, environmental, and economic impacts of our food system. The FLPC's projects fall into four main categories: Food Access and Obesity Prevention; Food Waste; Sustainable Food Production; and Food Policy Community Empowerment. The Instructor's work will include: developing and leading the work on one or several FLPC projects, which includes managing and directing the day-to-day project work, managing relationships with clients and partners, and developing and implementing long-term strategic goals for the project; supervising clinical students on projects and training these students on a broad range of lawyering skills including problem-solving, law and policy analysis, research and writing, oral communication, and leadership; assisting with development and teaching of classroom courses offered in conjunction with the Clinic; delivering talks and trainings to food policy groups and government officials, and presenting on FLPC's work at national conferences and events; leading and supporting the administrative tasks of the Clinic, including conference and event planning, student outreach, communications, development, and other tasks that arise; and, helping to set and implement the vision for the ongoing development and success of the innovative food law and policy work conducted by FLPC. A JD Degree is required, earned at least three years ago, and a minimum of three years relevant experience.

To learn more about the position and apply: <http://hr.harvard.edu/jobs/>;  
Requisition #40750BR

**Desired Class Level:** Graduate/Alumni**Posting Date:** October 18, 2016**Expiration Date:** November 18, 2016

**Contact:** Emily M. Broad Leib  
Assistant Clinical Professor of Law

**Resume Receipt:** E-mail**Default email for resumes.:** [ebroad@law.harvard.edu](mailto:ebroad@law.harvard.edu)

**Requested Document Notes:** To learn more about the position and apply: <http://hr.harvard.edu/jobs/>;  
Requisition #40750BR

**ID:** 2338

**Program Coordinator**

Harvard Law School(Food Law and Policy Clinic)

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

The Program Coordinator will play a key role in advancing two significant, high-profile FLPC initiatives: the National Farm Bill Research Consortium Project, and the Food Waste Initiative. The National Farm Bill Research Consortium Project is a new initiative, led by FLPC, which brings together leading food, agriculture, and environmental programs spanning several law schools as well as students from the newly-formed Food Law Student Network. The Consortium aims to leverage and expand the expertise of Consortium partners by conducting coordinated research on various facets of the farm bill, identifying and proposing policy changes to improve the next farm bill, and building a collaborative platform to engage in future farm bills. The Program Coordinator will also help lead the FLPC's Food Waste Initiative. As a leader in the national effort to reduce food waste, FLPC works to identify, analyze, and recommend improvements to laws and policies that impact how much food goes to waste in the U.S. This includes providing policy assistance at the federal, state, and local levels, working with nonprofits and coalitions to understand the laws and improve the policies impacting food waste, speaking at and hosting conferences and events, and identifying cutting edge policy ideas to reduce the waste of healthy, wholesome food. The Coordinator's work will include a variety of administrative functions in research, event planning, communications, development, and outreach, among others. A college degree is preferred, or an equivalent of education plus relevant experience in an office environment, and 1-2 or more years of related experience.

To learn more about the position and apply: <http://hr.harvard.edu/jobs/>;  
Requisition #40751BR

**Desired Class Level:** Graduate/Alumni**Posting Date:** October 18, 2016**Expiration Date:** November 18, 2016

**Contact:** Emily M. Broad Leib  
Assistant Clinical Professor of Law

**Resume Receipt:** E-mail**Default email for resumes.:** [ebroad@law.harvard.edu](mailto:ebroad@law.harvard.edu)

**Requested Document Notes:** To learn more about the position and apply: <http://hr.harvard.edu/jobs/>;  
Requisition #40751BR

**ID:** 2339

**Staff Counsel (Legal)**

The PNC Financial Services Group, Inc. (Pittsburgh, PA)

**Position Type:** Full-time**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:** 245498BR

Staff Counsel

Legal

PA - Pittsburgh

Full Time

Position Overview

As a member of the Counsel Staff, you will be joining a dynamic legal team that is recognized throughout the financial services industry as one of the top "in-house" legal organizations. Counsels will support a shared services area (i.e., multiple lines of business) in which the core responsibilities include drafting, reviewing and negotiating a wide range of contracts and contract documentation, as well as advising clients to help them achieve their business goals within a framework of legal compliance and risk management. You'll also be recognized as leader, working for a high profile company with a strong community focus.

In a typical day, you will provide legal advice and counsel to clients while assisting more senior level attorneys in their efforts to service the company's legal needs.

This includes handling less complex legal matters and documentation. You will occasionally research legislation, regulations and case law to develop an understanding of the legal and regulatory requirements. Your administrative responsibilities will include keeping work reports and summaries for more senior level lawyers. This position will be located in Pittsburgh, PA.

Position CityPA - Pittsburgh

Building Location

PAA86 - The Tower at PNC Plaza

Job TypeRegular

Job Profile

Under the supervision of a senior attorney, identifies and manages legal risk for the organization.

Provides substantive and procedural legal advice.

Conducts research and provides legal support to more senior attorneys on a variety of complex legal and business issues.

Reviews and prepares transactional and other legal documentation.

## Core Competencies

## Manages Risk - Working Experience

Assesses and effectively manages all of the risks associated with their business objectives and activities to ensure activities are in alignment with the bank's and unit's risk appetite and risk management framework.

## Customer Focus - Extensive Experience

Knowledge of the values and practices that align customer needs and satisfaction as primary considerations in all business decisions, and ability to leverage that information in creating customized customer solutions.

## Job Specific Competencies

## Business Ethics - Basic Experience

Knowledge of practices, behaviors, applicable laws, rules, and regulations governing proper business conduct; ability to demonstrate ethical behavior in diverse situations.

## Problem Solving - Working Experience

Knowledge of approaches, tools, techniques for recognizing, anticipating, and resolving organizational, operational or process problems; ability to apply this knowledge appropriately to diverse situations.

## Effective Communications - Working Experience

Understanding of effective communication concepts, tools and techniques; ability to effectively transmit, receive, and accurately interpret ideas, information, and needs through the application of appropriate communication behaviors.

Negotiating - Working Experience

Knowledge of successful negotiation concepts and techniques; ability to negotiate successfully across the organization and with external vendors and clients in a constructive and collaborative manner.

Influencing - Working Experience

Knowledge of effective influencing tactics and strategies; ability to impact decisions within and outside own organization.

Legal Analysis - Basic Experience

Knowledge of and ability to read, interpret and draw accurate conclusions from both legal and factual information.

LEGAL FUNCTION - Working Experience

Knowledge of the major responsibilities, accountabilities, and organization of the legal function or department; ability to provide legal consulting, advice and assistance.

Legislative Analysis - Working Experience

Knowledge of and ability to use tools, techniques, and approaches to analyze and comply with legislation from the government, as it applies to the organization.

#### Preferences/Skills

Prefer a strong ability to effectively interact with attorneys from other practice areas and representatives from various departments / lines of business concerning their legal issues and/or questions

#### Certifications/Licenses

#### Active State License

#### Required Education and Experience

Roles at this level typically require a university / college degree, with 5+ years of industry-relevant experience. Specific certifications are often required. In lieu of a degree, a comparable combination of education and experience may be considered.

ShiftDaylight

Total Hours Per Week

40

HR Job Code100477 Staff Counsel

EEO Statement

PNC provides equal employment opportunity to qualified persons regardless of race, color, sex, religion, national origin, age, sexual orientation, gender identity, disability, veteran status, or other categories protected by law

Submit to job Save

↑ Scroll to top

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 18, 2016

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**Expiration Date:** November 18, 2016

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**Contact:** Amanda George  
Assistant Vice President, Senior Recruiter  
620 Liberty Avenue P2-PTPP-14-9, Pittsburgh Pennsylvania 15222

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**Resume Receipt:** E-mail

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**Default email for resumes.:** amanda.george@pnc.com

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**ID:** 2336

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**Magistrate**

City of Norfolk, VA (Norfolk, VA)

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

Below you will find the details for the position including any supplementary documentation and questions you should review before applying for the opening. To apply for the position, please click the Apply for this Job link/button.

If you would like to bookmark this position for later review, click on the Bookmark link. If you would like to print a copy of this position for your records, click on the Print Preview link.

[Bookmark this Posting](#) | [Print Preview](#) | [Apply for this Job](#)

Please see Special Instructions for more details.

This is a full-time position with a work schedule that consists of rotating shifts including weekends and holidays. A fundamental knowledge of civil and criminal law and the judicial system is essential. The successful candidate must be a citizen of the United States, and either be or become a resident of Virginia once appointed. If not currently certified as a magistrate, the successful candidate must attend an intensive four-week training course and successfully pass a certification examination within nine months of appointment. This position offers a competitive benefits package, which includes vacation and sick leave, 12 paid holidays, health insurance, retirement, life insurance, deferred compensation and short- and long-term disability. State application, resume and cover letter required. STATE APPLICATION MUST BE FULLY COMPLETED IN ORDER TO BE CONSIDERED. Applicants must apply online. Only interviewed applicants will be notified of the filling of the position. No phone calls or e-mails regarding application status. The Virginia Judicial System is an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability. Applicants who need accommodations for an interview should request this in advance. All candidates are subject to a criminal history background check before being offered employment.

**Position Information****Position Information**

Working Title Magistrate

Role Title Non-Classified

Job Open Date 10/17/2016

Job Close Date 10/24/2016

Open Until Filled No

Is this position funded in whole or in part by the American Recovery &amp; Reinvestment Act (Stimulus Package)? No

Hiring Range Commensurate with experience.

Agency Magistrate System (103)

Agency Website [www.courts.state.va.us](http://www.courts.state.va.us)

Location Norfolk - 710

Sublocation

Position Number 13376

Job Posting Number 1017677

Type of Recruitment General Public - G

Does this position have telework options? No

Bilingual/Multilingual Skill Requirement/Preference No

Job Type Full-Time (Salaried)

Job Type Detail Full-Time Salaried - Non-Faculty- FTS-1

Pay Band UG

**Job Description**

The Commonwealth of Virginia has an opening for a magistrate position in Magisterial Region 7. A magistrate is an independent judicial officer appointed by the Executive Secretary of the Supreme Court of Virginia. Magisterial Region 7 is comprised of the Cities of Norfolk, Portsmouth, and Virginia Beach, and the Counties of Accomack and Northampton. The magistrate will be required to conduct hearings throughout Magisterial Region 7. The magistrate must possess a fundamental working knowledge of Virginia civil and criminal law, and demonstrate an ability to impartially and efficiently apply that knowledge in the resolution of legal issues.

Duties and responsibilities include, but are not limited to:

- Conducting neutral and impartial hearings relating to searches, arrests, temporary detentions, civil issues and bail
- Conducting legal research and analysis
- Ascertaining and applying facts to relevant legal principles
- Maintaining order and decorum in highly charged, sensitive circumstances
- Receiving and accounting for money

#### Minimum Qualifications

- Bachelor's Degree from an accredited institute of higher learning
- Excellent English speaking, listening, and writing skills
- Strong interpersonal skills
- Computer proficiency
- Preference for prior legal system experience
- Law degree and Virginia State Bar license a plus

#### Preferred Qualifications

#### Special Requirements

#### Special Instructions to Applicants

This is a full-time position with a work schedule that consists of rotating shifts including weekends and holidays. A fundamental knowledge of civil and criminal law and the judicial system is essential. The successful candidate must be a citizen of the United States, and either be or become a resident of Virginia once appointed. If not currently certified as a magistrate, the successful candidate must attend an intensive four-week training course and successfully pass a certification examination within nine months of appointment.

This position offers a competitive benefits package, which includes vacation and sick leave, 12 paid holidays, health insurance, retirement, life insurance, deferred compensation and short- and long-term disability.

State application, resume and cover letter required.

**STATE APPLICATION MUST BE FULLY COMPLETED IN ORDER TO BE CONSIDERED.**

Applicants must apply online. Only interviewed applicants will be notified of the filling of the position. No phone calls or e-mails regarding application status.

The Virginia Judicial System is an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability. Applicants who need accommodations for an interview should request this in advance. All candidates are subject to a criminal history background check before being offered employment.

#### Contact Information

Name Sara Bochman

Phone NO PHONE CALLS OR E-MAILS REGARDING APPLICATION STATUS.

Fax

Email We do not accept documents via mail or email; you must apply online in order to be considered. sbochman@courts.state.va.us

Address

Posting Specific Questions

Required fields are indicated with an asterisk (\*).

\* Do you have an Interagency Placement Screening Form (Yellow Form) as issued under Policy 1.30 Layoff? (Commonwealth of Virginia Employees Only);

Yes

No

Not Applicable

\* Do you have a Preferential Hiring Form (Blue Form) as issued under Policy 1.30 Layoff? (Commonwealth of Virginia Employees Only)

Yes

No

Not Applicable



\* How did you find this employment opportunity?

State Recruitment Management System (RMS)

Agency Website or Bulletin Board

Job Board (Indeed, Monster, Dice, etc.)

Social Media (Twitter, Facebook, LinkedIn, etc.)

Newspaper or Professional Journal (Please specify below)

Career Fair or Job Event (Please specify below)

VEC (Virginia Employment Commission)

Radio/TV (Please specify below)

Other (Please specify below)

\* Please specify the actual source from your response to question #3 above

(Name of newspaper, Journal Title, Job Board, Career Fair, Agency Website, Social Media Type, etc.) If unknown or none, enter: N/A.

(Open Ended Question)

Applicant Documents

Required Documents

Resume

Cover Letter

Optional Documents

Virginia is an Equal Opportunity Employer.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 17, 2016

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**Expiration Date:** October 24, 2016

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**Contact:** Edwin "Win" Consolvo

Chief Magistrate for the City of Norfolk

100 St. Paul's Boulevard Norfolk Circuit Court Norfolk, Virginia 23510 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** econsolvo@courts.state.va.us

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**Additional Documents:** Cover Letter

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**Requested Document Notes:** NO PHONE CALLS OR E-MAILS REGARDING APPLICATION STATUS. We do not accept documents via mail or email; you must apply online in order to be considered. sbochman@courts.state.va.us

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**ID:** 2337

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**Supervisory Trial Attorney**

Government of the District of Columbia (Washington, D.C.)

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

**Description:** GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL  
POSITION VACANCY ANNOUNCEMENT  
ANNOUNCEMENT NO: #17-001  
POSITION TITLE:  
SUPERVISORY TRIAL ATTORNEY (Civil Litigation Division)  
POSITION GRADE & SERIES: LX-01  
SALARY RANGE: \$108,478 – \$137,113  
Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.  
OPENING DATE: October 12, 2016  
CLOSING DATE: November 2, 2016  
DURATION OF APPOINTMENT: Permanent  
AREA OF CONSIDERATION: Open to the Public  
WORKSITE LOCATION:  
Office of the Attorney General  
for the District of Columbia  
Civil Litigation Division, Section II  
441 4th Street NW  
Washington, DC 20001  
NO. OF VACANCIES: One (1)  
This position is outside of the collective bargaining unit.  
DESCRIPTION OF DUTIES: The Civil Litigation Division of the Office of the Attorney General for the District of Columbia is seeking a Chief for Litigation Section II ("Section II"). Section II, along with three other Sections in the Civil Litigation Division, defends the District of Columbia in civil lawsuits brought for monetary damages, ranging in subject matter from slip and falls, motor vehicles accidents, and inmate assaults, to government contracts, police false arrest/use of excessive force, as well as employment cases filed under Title VII, the ADA, the ADEA and similar statutes. In addition, Section II also handles cases brought under the Individuals with Disabilities Education Act ("IDEA").  
The Section II Chief's duties include, but are not limited to:

- Supervising approximately seven Assistant Attorneys General ("AAG") in all aspects of civil trial work in the Superior Court of the District of Columbia and the United States District Court for the District of Columbia;
- Supervising non-attorney staff, including a staff assistant and three paralegals;
- Ensuring proper case assignment and case transfers to and coverage by AAGs to meet court, mediation, and other schedules or deadlines;
- Reviewing and approving pleadings, motions, memoranda, discovery, and correspondence;
- Evaluating cases for settlement purposes and authorizing or recommending settlement amounts;
- Monitoring compliance of AAGs and staff with the Attorney General's Performance Contract requirements, including response to contacts within 24 hours and successful litigation outcome rates.
- Reviewing litigation outcomes and make timely recommendation where appellate review is needed;
- Attending management meetings with the Deputy and Office of the Attorney General as requested, as well as attend such management and other specific meetings with the Agency, its units, or personnel as necessary or requested;
- Assisting in interviewing, reviewing, evaluating, and, where necessary, disciplining AAGs and staff, in accord with D.C. Rule of Professional Conduct and OAG standards and policies.
- Maintaining requisite legal, management, inter-agency, human relations, and management-labor knowledge and skills; and
- Collecting, maintaining, and disseminating timely, accurate and up-to-date data on the Section's activities.

The successful candidate must have a law degree and must be a member of the District of Columbia Bar. The candidate must also have prior managerial experience either as a manager or acting manager of an administrative unit or office or have served on a number of trial teams as the lead counsel, excellent writing and editing skills, prior jury trial experience, and outstanding interpersonal skills. A minimum of seven to ten years of litigation experience is required. Experience in trying complex employment and/or 42 U.S.C. § 1983 lawsuits is highly desirable. Experience with the IDEA is also desirable.  
ELIGIBILITY: The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If not a member of the

District of Columbia Bar, the candidate must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment with the Office of the Attorney General for the District of Columbia.

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

**HOW TO APPLY:** Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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

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

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

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

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

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

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

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 12, 2016

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**Expiration Date:** November 2, 2016

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**Salary Range:** 100,000+

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**Contact:** Human Resources  
Washington, District of Columbia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** OAG.RecruitmentAttorney@dc.gov

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**Additional Documents:** Cover Letter, Writing Sample, Other Documents

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**Requested Document Notes:** 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 (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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**ID:** 2334

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**Executive Director**

West Virginia Association of Counties ( Charleston, WV)

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

The West Virginia Association of Counties is seeking to hire an Executive Director to provide exemplary leadership to the organization and its dedicated staff and Board of Directors. WVACo is strongly committed to the recruitment and selection of employees without regard to race, color, religion, sex, national origin, age, or disability.

**Qualifications:**

- Bachelor's Degree; Masters preferred
- Five or more years of proven executive leadership and management experience
- Five or more years of experience in the field of government relations
- Strong communication skills, including verbal, written, and public speaking
- Excellent organizational and planning skills
- Ability to multitask and prioritize workload
- Knowledge of county government
- Demonstrated ability to oversee staff and work in team-based environment
- Self-motivated work ethic
- Proficient computer skills
- Must be able to travel in-state and some out-of-state travel

**Salary/Benefits:**

Salary commensurate with experience and other qualifications.

Benefit package includes WV Public Employees Insurance Agency (PEIA), WV Public Employees Retirement System (PERS), Paid Annual & Sick Leave, WVACo County Dental/Vision Benefit Plan.

**Application Process and Deadline for Submission:**

Interested and qualified candidates should submit a cover letter addressing the requirements and preferred qualifications, a current resume', a list of three to five professional references, and salary expectation or requirement.

**Send to:**

Leckta Poling, WVACo President & Chair of Executive Search Committee  
2026 Kanawha Boulevard, East  
Charleston, WV 25311

Electronic submissions may be sent to: [wvcounties@gmail.com](mailto:wvcounties@gmail.com)

Deadline for applications is Nov.30th, 2016

Please, no phone calls. For more information about the organization, go to [www.wvcounties.org](http://www.wvcounties.org)

**Desired Class Level:** Graduate/Alumni**Posting Date:** October 10, 2016**Expiration Date:** November 30, 2016

**Contact:** Leckta Poling  
President & Chair  
2026 Kanawha Boulevard East, Charleston West Virginia 25311

**Resume Receipt:** E-mail**Default email for resumes.:** [wvcounties@gmail.com](mailto:wvcounties@gmail.com)**Additional Documents:** Cover Letter, Other Documents**Requested Document Notes:** Application Process and Deadline for Submission:

Interested and qualified candidates should submit a cover letter addressing the requirements and preferred qualifications, a current resume', a list of three to five professional references, and salary expectation or requirement.

**ID:** 2328

**Attorney, Client Manager – Inside**

Thomson Reuters (Eagan, MN)

**Position Type:** Full-time**Practice Area(s):** All Practice Areas**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:** Attorney, Client Manager - Inside

Are you ready to put your law degree to work in a business setting with excellent work/life balance?

As Client Manager, you will work with market leading products/solutions (i.e. Westlaw Next) and develop relationships with legal customers. The Client Manager retains and grows revenue by leveraging their Juris Doctorate and practical experience. In this role, we offer a structured career path, where you will be able to drive your own success! In addition, this position provides flexibility, progressive development structure, an outstanding benefits package.

**Success Factors:**

Increase customer retention and grow revenue by conducting training sessions, account reviews, and product demos

Develop a virtual presence via phone and web-based communications, with an opportunity to leverage your legal knowledge

Willingness to develop and deploy negotiation skills while negotiating contracts and disputes

Achieve assigned metrics through performance and engagement with Thomson Reuters business partners

Educate Law Firm, Government, and Corporate customers with cutting edge legal trends

**Qualifications****Qualifications:**

Juris Doctorate required

Customer service or sales experience preferred

Strong oral, written communication, and presentation skills

Thomson Reuters ranks in The 25 Big Companies with the Best Work-Life Balance

<http://www.forbes.com/pictures/efkk45ejigd/no-24-thomson-reuters/>

At Thomson Reuters, we believe what we do matters. We are passionate about our work, inspired by the impact it has on our business and our customers. As a team, we believe in winning as one - collaborating to reach shared goals, and developing through challenging and meaningful experiences. With over 60,000 employees in more than 100 countries, we work flexibly across boundaries and realize innovations that help shape industries around the world. Making this happen is a dynamic, evolving process, and we count on each employee to be a catalyst in driving our performance - and their own.

As a global business, we rely on diversity of culture and thought to deliver on our goals. To ensure we can do that, we seek talented, qualified employees in all our operations around the world regardless of race, color, sex/gender, including pregnancy, gender identity and expression, national origin, religion, sexual orientation, disability, age, marital status, citizen status, veteran status, or any other protected classification under country or local law. Thomson Reuters is proud to be an Equal Employment Opportunity/Affirmative Action Employer providing a drug-free workplace.

Intrigued by a challenge as large and fascinating as the world itself? Come join us.

To learn more about what we offer, please visit [careers.thomsonreuters.com](http://careers.thomsonreuters.com). More information about Thomson Reuters can be found on [thomsonreuters.com](http://thomsonreuters.com).

According to the U.S. Citizenship and Immigration Services (USCIS), the H-1B visa cap has been met for the 2016 fiscal year (October 1, 2015-September 30, 2016).

**Desired Class Level:** Graduate/Alumni**Posting Date:** October 5, 2016**Expiration Date:** December 5, 2016**Contact:** Mr. Robert A. Duncan  
Duncan

610 Opperman Drive Eagan, Minnesota 55123 United States

<http://www.thomsonreuters.com>**Resume Receipt:** Other (see below)

**How To Apply:** <https://goo.gl/QNKtfi>

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**ID:** 2210

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**Director of Career Development, Public Sector Careers (Law School)**  
University of Richmond (Richmond Virginia)

**Position Type:** Full-time

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

**Description:** Director of Career Development, Public Sector Careers (Law School)  
University of Richmond  
Gmail Email Print  
Apply Now

First Name

Last Name

Email

CONTINUE TO APPLICATION

By using this feature you agree to our Terms and Conditions and Privacy Policy.

Details

Posted:

October 3, 2016

Location:

Virginia

mapContent

Salary:

Open

Type:

Full Time - Experienced

Required Education:

Juris Doctor

SUMMARY:

The Director for Public Sector Careers will design and implement a comprehensive career development program for students pursuing opportunities within government agencies, non-profit organizations, and the judiciary. The Director also will design and implement a state and federal judicial clerkship application and advising program in collaboration with the faculty judicial clerkship committee.

**RESPONSIBILITIES:**

Career Advising

Advise students and alumni in one-on-one meetings and group settings on all aspects of the legal career and professional development process. Plan and implement strategies and workshops to coach and direct students about best practices during the employment search process, including effective self-presentation.

Develop and deliver a comprehensive program to prepare students for on and off-campus, callback, videoconference and telephone interviews.

Conduct research, promote and advise students regarding government, public interest and judicial clerkship opportunities and post-graduate, public interest fellowships.

Program Development

Design and implement a comprehensive legal career planning support system for students and alumni pursuing government and non-profit careers and judicial internships/clerkships, including the necessary print resources, an informative and interactive website, and a database of professional contacts available to assist students and alumni throughout the employment search.

Design and implement career-related programs identifying required competencies and outlining best practices for securing employment in the public sector, incorporating perspectives from leading public interest and government practitioners and judges from the community.

Develop the School of Law judicial clerkship application process and implement such process in collaboration with the faculty judicial clerkship committee, Career Development Office and Law School staff.

Alumni/Employer Outreach

Develop and maintain relationships with public sector employers, including government agencies, public interest organizations and judges, through regular in-person and telephone contact.

Create written materials to be used in connection with outreach meetings about School of Law programs and resources designed to train students for careers as successful lawyers in public interest organizations, government agencies and in

the judiciary.

Represent the Career Development Office and the School of Law to numerous constituencies, including current and prospective employers, judges, alumni, other career services professionals and professional organizations such as Equal Justice Works and NALP.

**QUALIFICATIONS:**

Knowledge of legal public sector employment market, legal hiring practices and state and federal judicial clerkship application processes and trends.

A demonstrated passion for public service and public sector careers.

Creativity, initiative, energy and professionalism.

Strong interpersonal and oral and written communication skills.

Ability to design comprehensive educational programs focused on public service and public sector careers.

Excellent organizational and project management skills.

Effective time management skills.

Attention to detail.

Ability to juggle multiple projects effectively.

Ability to work well independently and as part of a team including faculty, other advisors, a recruiting coordinator, and staff in a fast-paced environment.

Solid computer skills, including use of the MSWord Suite and familiarity with web-based software.

Prior experience in legal practice, career advising, or legal recruiting strongly preferred.

**EDUCATION & EXPERIENCE:**

J.D. required.

3-5 years of law practice experience within a public interest organization or governmental agency and judicial clerkship experience strongly preferred.

Experience in higher education administration a plus.

Internal Number: 500571

Send Me Similar Jobs By Email

About University of Richmond

Located minutes from downtown Richmond, Virginia, the University of Richmond ([www.richmond.edu](http://www.richmond.edu)) blends the intimacy of a small college with exceptional academic, research, and cultural opportunities usually found only at large institutions. Richmond offers a unique combination of undergraduate and graduate programs. Our School of Arts & Sciences anchors Richmond as a nationally ranked liberal arts...

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 5, 2016

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**Expiration Date:** November 4, 2016

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**Contact:** Human Resources  
Human Resources

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [HR\\_recruiting@richmond.edu](mailto:HR_recruiting@richmond.edu)

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**Requested Document Notes:** [HR\\_recruiting@richmond.edu](mailto:HR_recruiting@richmond.edu) is the email but applicants need to actually apply on this site <https://richmond.csod.com/ats/careersite/search.aspx?site=1&c=richmond>

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**ID:** 2324

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**Reference Attorney**

Thomson Reuters (Eagan, MN)

**Position Type:** Full-time**Practice Area(s):** All Practice Areas**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Description:** Are you interested in being a go-to legal research expert trusted by professionals around the world?

We are hiring bar-admitted attorneys who are dependable to their core and have the grit and tenacity to assist and educate legal and corporate professionals world-wide. Our attorney agents play an important role in the global support of Thomson Reuters' products, with a primary focus on our flagship product Westlaw, the world's leading provider of information to the legal and business communities. If you excel at legal research, digging for answers, finding creative solutions to difficult issues and partnering with professionals, you may have what it takes to succeed as a Reference Attorney.

Reference Attorneys work in a fast-paced, high-volume contact center that continuously evolves to meet the demands of our customers while maintaining an industry-leading level of service. Customer satisfaction, retention, and loyalty drive our interactions, and our customers include top law firms, government agencies, and global corporations. We also partner closely with our sales and account management, editorial, and product development teams to connect our customers' needs with our business objectives. Every day brings a new challenge as Reference Attorneys research relevant and cutting-edge issues. We are expert legal researchers and use our knowledge of and experience with the practice of law and the legal process and legal industry to help our customers find the answers they need. Reference Attorneys take pride in their research and problem-solving abilities and work hard to educate our customers on how to get the most out of Thomson Reuters' products.

Reference Attorney shifts offer flexibility that makes it easy to strike a work/life balance. Because we assist customers in real-time, Reference Attorneys never have to take work home. All Reference Attorneys are based at the Thomson Reuters Minnesota office in the Twin Cities metro area. The location offers an excellent quality of life, access to great education, and a vibrant arts scene.

If you think you have the right combination of skills and personality to deliver excellent customer service to customers with high expectations, apply now. We cannot promise it will be easy, but we can promise you will gain valuable skills and experience working on behalf of the world's leading information company.

Thomson Reuters is the leading source of intelligent information for the world's businesses and professionals. We combine industry expertise with innovative technology to deliver critical information to leading decision makers in the financial and risk, legal, tax and accounting, intellectual property and science and media markets, powered by the world's most trusted news organization.

**Qualifications****Requirements**

J.D. from U.S. accredited law school and bar admission from any state

Excellent communication and customer service skills

Computer and online systems proficiency with ability to multitask while supporting customers via phone, live chat, and email

Open to feedback and working closely with management and training staff for continuous growth and development

**Desired Skills/Experiences**

1 – 2 years of prior legal experience preferred but not required

Prior customer service experience is helpful, but the key to success is the ability to:

Take ownership of difficult issues with confidence and definitive solutions

Proactively take initiative to seek creative solutions while balancing business interests

Be expressive, genuine, and friendly while working in a customer-facing role

The Reference Attorney position is a great entry point to Thomson Reuters and offers long-term career options. Reference Attorney managers actively support their team members' career aspirations within in the department and throughout the company. Reference Attorneys have successfully made career transitions to multiple areas within Thomson Reuters, including Sales & Account Management, Training & Education Development, Legal Product & Editorial, Marketing, and Findlaw. Successful completion of initial training and demonstrated competence of reference attorney expectations is required for movement within department. Thomson Reuters requires one-year service commitment before being eligible to post to other departments.

At Thomson Reuters, we believe what we do matters. We are passionate about our work, inspired by the impact it has on our business and our customers. As a team, we believe in winning as one - collaborating to reach shared goals, and developing through challenging and meaningful experiences. With over 60,000 employees in more than 100 countries, we work flexibly across boundaries and realize innovations that help shape industries around the world. Making this happen is a dynamic, evolving process, and we count on each employee to be a catalyst in driving our performance - and their own.

As a global business, we rely on diversity of culture and thought to deliver on our goals. To ensure we can do that, we seek talented, qualified employees in all our operations around the world regardless of race, color, sex/gender, including pregnancy, gender identity and expression, national origin, religion, sexual orientation, disability, age, marital status, citizen status, veteran status, or any other protected classification under country or local law. Thomson Reuters is proud to be an Equal Employment Opportunity/Affirmative Action Employer providing a drug-free workplace.

Intrigued by a challenge as large and fascinating as the world itself? Come join us.

To learn more about what we offer, please visit [careers.thomsonreuters.com](http://careers.thomsonreuters.com).

More information about Thomson Reuters can be found on [thomsonreuters.com](http://thomsonreuters.com). According to the U.S. Citizenship and Immigration Services (USCIS), the H-1B visa cap has been met for the fiscal year.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** October 5, 2016

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**Expiration Date:** December 5, 2016

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**Salary Range:** 40,000 - 49,999

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**Contact:** Mr. Robert A. Duncan  
Duncan  
610 Opperman Drive Eagan, Minnesota 55123 United States  
<http://www.thomsonreuters.com>

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**Resume Receipt:** Other (see below)

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**How To Apply:** <https://goo.gl/6DYJgb>

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**ID:** 2207

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**Clerkship**

18th Judicial Circuit - Preston County (Kingwood)

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

For this opening to begin August 2017 with Judge Lawrance Miller at the 18th Judicial Circuit Court in Kingwood, Preston County, WV.

**Desired Class Level:** 3L, LLM, Graduate/Alumni**Posting Date:** October 4, 2016**Expiration Date:** December 1, 2016**Contact:** Lawrance Miller  
Judge**Resume Receipt:** Other (see below)**How To Apply:** Apply via  
[http://www.courtswv.gov/jobs\\_clerks.html](http://www.courtswv.gov/jobs_clerks.html)**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 2323

**Public Defender**

Public Defender's Office for the 25th Judicial Circuit of WV (Madison, West Virginia)

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**Position Type:** Full-time

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

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**Description:** Public Defender position open in the Madison Public Defender's Office, located in Boone County. Selected applicant will be responsible for legal representation of indigent persons in Magistrate and Circuit Courts for the 25th Judicial Circuit. Position offers competitive salary, health insurance, and retirement.

Job Qualifications: Law School Graduate – Member of the West Virginia State Bar

Applicants should forward resume and cover letter by mail to:

Public Defender Corporation for the 25th Judicial Circuit, Attention: Troy D. Adams,  
Chief Defender, 320 Main St, Madison, WV 25130or by email to: [bcpd.tadams@suddenlinkmail.com](mailto:bcpd.tadams@suddenlinkmail.com)

Application Deadline: October 14, 2016

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**Desired Class Level:** LLM, Graduate/Alumni

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**Posting Date:** October 4, 2016

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**Expiration Date:** October 14, 2016

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**Contact:** Troy D. Adams  
320 Main Street Madison, West Virginia 25130 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [bcpd.tadams@suddenlinkmail.com](mailto:bcpd.tadams@suddenlinkmail.com)

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**Additional Documents:** Cover Letter

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**ID:** 2320

**Securities Offerings Analyst 2**

PA Department of Banking &amp; Securities (Harrisburg, PA)

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**Position Type:** Full-time

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**Practice Area(s):** All Practice Areas

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

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**Description:** This position is responsible for performing comprehensive reviews of various types of registration, exemption, or notice filings of securities to be offered or sold in Pennsylvania to determine compliance with the applicable statutes, regulations, statements of policy, and guidelines.Desired qualifications: Three years of professional experience in the financial investigation or financial analysis of securities filings and a bachelor's degree; Three years of professional experience in corporate finance related to securities filings and a bachelor's degree; Or any equivalent combination of experience and training.

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**Desired Class Level:** LLM, Graduate/Alumni

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**Posting Date:** October 4, 2016

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**Expiration Date:** October 25, 2016

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**Contact:** Allison Cost  
17 North Second Street Suite 1300 Harrisburg, Pennsylvania 17101 United States  
<http://www.dobs.pa.gov>

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

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**Default email for resumes.:** [acost@pa.gov](mailto:acost@pa.gov)

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**How To Apply:** Job posting will be open 10/11/16-10/24/16. Complete online application and application supplement by visiting [www.scsc.pa.gov](http://www.scsc.pa.gov) , Job Seekers page. You must indicate on your application that you will accept employment in Dauphin County. Equal Opportunity Employer

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**ID:** 2321

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**Associate Attorney**

Hawkins Parnell Thackston &amp; Young LLP (Charleston, WV)

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**Position Type:** Full-time

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**Practice Area(s):** Litigation

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

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**Description:** Hawkins Parnell Thackston & Young LLP is seeking an entry level associate for its Charleston, West Virginia, office. Applicant must have excellent legal writing and research skills, as well as the ability to work in a fast-paced environment. Candidates with moot court or law journal experience preferred. Top-third class ranking preferred. We are accepting applications from current graduates and 3Ls graduating in May 2017.

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

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**Posting Date:** October 1, 2016

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**Expiration Date:** January 31, 2017

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**Contact:** Kelly Calder Mowen  
109 Capitol Street Suite 1000, Charleston West Virginia 25301  
<http://www.hptylaw.com/>

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**Resume Receipt:** E-mail

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**Default email for resumes.:** kmowen@hptylaw.com

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

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**ID:** 2309

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**WVA Attorneys: Work from Home or Supplement Current Client Base**

Dunlap Bennett &amp; Ludwig PLLC (Leesburg, VA)

**Position Type:** Part-time**Practice Area(s):** Intellectual Property**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)

**Description:** Dunlap Bennett & Ludwig, recently voted the best law firm in Northern Virginia, is seeking to hire an energetic, personable associate attorney with excellent customer service skills and a positive attitude for a unique and flexible part time attorney position. To be considered, applicants MUST be admitted to the West Virginia Bar, in good standing with no disciplinary history, and have at least 1 to 5 years of relevant legal experience. Applicants must be willing to work independently, demonstrate exceptional customer service skills.

The position is part time, with a flexible commitment level and offers a flexible schedule. The position involves providing 30-minute phone consultations to subscribers of a legal services plan covering the State of West Virginia, in the following areas of law:

- Small business/corporate
- Entity formation & Start-up issues
- Basic intellectual property questions (copyright & trademark)
- Wills, Trusts & Estates
- Divorce, family law, child custody
- General contracts advice

Basic training can be provided if prior experience is lacking in one or more of the above areas, but some relevant experience is required. A broad understanding of basic business law and the ability to efficiently conduct phone consultations in a friendly and professional manner is essential to performing well in this position.

TO APPLY: PLEASE EMAIL ALL OF THE FOLLOWING:

- (1) A cover letter highlighting any relevant experience;
- (2) A current resume;
- (3) Three professional references;
- (4) Your preference for full or part-time and the approximate hours per day you are available for work; and
- (5) Your earliest available start date

Thank you in advance for your interest in applying.

**Desired Class Level:** Graduate/Alumni**Posting Date:** September 30, 2016**Expiration Date:** December 31, 2016

**Contact:** Tim OMeara  
Assistant Controller  
211 Church Street SE Leesburg, Virginia 20175  
<http://www.dblawyers.com/>

**Resume Receipt:** E-mail**Default email for resumes.:** [careers@dblawyers.com](mailto:careers@dblawyers.com)**Additional Documents:** Cover Letter

**Requested Document Notes:** (1) A cover letter highlighting any relevant experience;  
(2) A current resume;  
(3) Three professional references;  
(4) Your preference for full or part-time and the approximate hours per day you are available for work; and  
(5) Your earliest available start date

**ID:** 2318

**Law Clerkship**

The Family Court of the State of Delaware (Georgetown, Delaware)

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**Position Type:** Full-time

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

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**Description:** The Court is particularly looking for applicants who have expressed an interest in the areas of domestic relations, family law, or juvenile delinquency.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** September 29, 2016

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**Expiration Date:** November 1, 2016

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**Salary Range:** 50,000 - 59,999

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**Contact:** Mrs. Kimberly Dennis  
SecretaryThe Family Court of the State of Delaware Georgetown, Delaware 19947 United States

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**Resume Receipt:** Other (see below)

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**How To Apply:** Mail to Mrs. Kimberly at Family Court 22,  
The Circle, Georgetown, Delaware 19947

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

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**Requested Document Notes:** A writing sample and transcript of grades must accompany each letter of application. We would expect to receive an evaluation prepared by a faculty judicial clerkship committee should such a committee exist at your law school, or other appropriate faculty letter of recommendation. we look forward to hearing from interested and qualified students and hope that such students would make arrangements to visit the Court if they are in the area

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**ID:** 2315

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**Talent Acquisition, EEO and Training Officer**

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

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

**Description:** GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE ATTORNEY GENERAL  
POSITION VACANCY ANNOUNCEMENT  
ANNOUNCEMENT NO: 51-2016  
POSITION TITLE: Talent Acquisition, EEO and Training Officer  
POSITION GRADE & SERIES: MS-301-14  
PROMOTION POTENTIAL: None  
SALARY RANGE: \$108,084 – \$128,400  
\*Salary in this range is based on a multitude of factors including applicable rules, regulations, and guidelines.  
OPENING DATE: September 29, 2016  
CLOSING DATE: October 20, 2016  
DURATION OF APPOINTMENT:  
Management Supervisory Service At-Will  
AREA OF CONSIDERATION: Open to the Public  
WORKSITE LOCATION:  
Office of the Attorney General  
for the District of Columbia  
Personnel, Labor and Employment Division  
441 4th Street NW  
Washington, DC 20001  
NO. OF VACANCIES: One (1)  
This position is outside the collective bargaining unit.  
The Office of the Attorney General (OAG) seeks a highly motivated individual to lead its talent acquisition, equal employment opportunity (EEO), and professional development programs. The successful candidate will develop strategies to attract and retain valuable applicants, oversee the process for investigating and resolving complaints of all forms of discrimination, and plan training programs for all OAG employees.  
**MAJOR DUTIES:**  
Talent Acquisition  
 Leads the recruitment process for all job vacancies and works closely with OAG's division heads to understand their staffing needs, draft vacancy announcements, and identify exceptional candidates.  
 Uses a variety of methods to attract high-caliber candidates, including targeted job postings, developing advertising regarding the office, and OAG participation at job fairs and community networking events.  
 Directly supervises OAG's Intern Coordinator and oversees OAG's year-round college and law school internship program. Assists in the administration of OAG's prestigious Ruff Fellowship program for recent law school graduates.  
Professional Development  
 Will lead process to develop a comprehensive strategy for substantive new hire trainings to match best-in-class standards for law offices.  
 Oversees and provides thought leadership on OAG's professional development program. Develops other trainings training programs for OAG attorneys, paralegals, and support staff as needed.  
 Directly supervises OAG's Training Coordinator.  
Equal Employment Opportunity  
 Serves as OAG's EEO Officer, overseeing the office's formal and informal processes for investigating and resolving complaints of all forms of discrimination.  
 Assesses the effectiveness of the EEO program. Reviews relevant laws and court decisions, and evaluates their effect on agency EEO policies.  
QUALIFICATIONS: A JD degree is preferred but not required. Requirements are a bachelor's degree from an accredited four-year college or university in a relevant field plus a minimum of five years of work-related experience. The applicant may substitute equivalent education and/or experience to exhibit the ability to perform satisfactorily in the position. Applicants must demonstrate the following:  
Factor 1: Knowledge of how to manage talent acquisition, EEO, and professional training programs. Experience with recruitment in a legal services organization is preferred, but not required.  
Factor 2: The ability to ensure the application of Equal Employment Opportunity requirements.  
Factor 3: Basic knowledge of a wide range of relevant laws, such as Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the District of Columbia and Federal Family and Medical Leave Acts, the District of Columbia Human Rights Act, the Age Discrimination in Employment Act, the Uniformed Services Employment and Reemployment Rights Act, and the District of Columbia

Comprehensive Merit Personnel Act.

Factor 4: Skill in project management, problem solving, and negotiation.

Factor 5: Excellent oral and written communication skills.

OTHER INFORMATION: A background investigation will be conducted.

This is a Management Supervisory Service (MSS) At-Will position. At-Will employment applies to the Management Supervisory Service (MSS). All positions and appointments in the MSS serve at the pleasure of the appointing authority.

HOW TO APPLY: Candidates should e-mail one PDF file to Mts. L. Dodson, HR Specialist at

(202-724-6632) by 11:59 p.m. of the closing date indicated above. The file should include a cover letter (must include the announcement number), resume, DC-2000 Employment application, list of three references, and writing sample in e-mail to [www.OAG.recruitment@dc.gov](mailto:www.OAG.recruitment@dc.gov)

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

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

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

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

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**Posting Date:** September 29, 2016

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**Expiration Date:** October 20, 2016

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**Salary Range:** 100,000+

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**Contact:** Loretta Dodson  
Management Liaison Specialist  
441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [www.OAG.recruitment@dc.gov](mailto:www.OAG.recruitment@dc.gov)

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**Additional Documents:** Cover Letter, Writing Sample, Other Documents

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**Requested Document Notes:** HOW TO APPLY: Candidates should e-mail one PDF file to Mts. L. Dodson, HR Specialist at (202-724-6632) by 11:59 p.m. of the closing date indicated above. The file should include a cover letter (must include the announcement number), resume, DC-2000 Employment application, list of three references, and writing sample in e-mail to [www.OAG.recruitment@dc.gov](mailto:www.OAG.recruitment@dc.gov)

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**ID:** 2341

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**Attorney Abstractor**

Chain of Title Land Services, LLC (Pittsburgh, PA)

**Position Type:** Full-time**Practice Area(s):** Energy/Utility**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Description:** POSITION SUMMARY

Conducting property research for a title abstracting company using online records and courthouse records. Research consists of a full ownership search from 1859 to present, in addition to identification and inclusion of adverse items, including liens, mortgages, judgments, oil and gas severances and rights of way affecting the property being researched.

## ESSENTIAL JOB FUNCTIONS

- Perform online and courthouse searching of property records, including locating tax, lien and probate information
- Preparation of run sheets, abstracts, mineral ownership reports, and title research for submission to client
- Conducting title research both electronically and through government agencies, such as the County Clerk's Office, Prothonotary's Office, Probate Office, and Recorder of Deeds, including reviewing public records, court dockets, and title documents (i.e. deeds, easements, agreements, restrictions, liens, etc.).
- Responsible for submission of all abstracting work on time
- Drafting of title blog entries for website
- Correspondence with clients and certifying attorneys in regards to abstract work, including typing of emails, business letters, and phone calls
- Ability to work both independently and as a team member, working to carry out assignments that meet the parameters of the instructions, time-lines, and restrictions given by direct abstracting managers and contracting clients
- Ability to use ARCGIS mapping software
- Travel to courthouses to conduct research may be required
- Additional duties required as needed

## REQUIREMENTS

**Education:** Bachelor's Degree in Communications, Real Estate, Geology, Engineering, or other relevant degrees, or equal combination of education and experience. Current enrollment in or completion of law school required. Property Law course completion preferred.

**Experience:** At least 1 to 2 years of abstracting experience required. Previous law firm or real estate experience helpful.

**Knowledge, Skills, and Abilities:** Strong interpersonal and communication skills, and the ability to effectively interact with all organizational levels. Strong problem solving and organizational skills. Strong PC skills, especially in MS Office applications including Word, Excel, and Outlook; understanding of timekeeping systems and principles. Able to prioritize and handle competing priorities. Able to see projects through to completion within client time constraints. Excellent follow-up and follow-through skills necessary. Able to read and understand deeds, mortgages and other real estate documents. Comprehensive knowledge and application of real estate and property law principles.

## OTHER

**Supervisory Responsibilities:**  
None.

**Equipment to be Used:** Personal computer and other office equipment such as telephone, typewriter, calculator, fax machine, duplicating machine, etc. Vehicle and current driver's license also required when abstracting searches must be performed at the courthouse.

## Typical Physical Demands:

Sitting for extended periods, standing, bending, stooping, and reaching. Occasional lifting up to 20 pounds. Manual dexterity sufficient to operate standard office machines. Range of hearing and vision sufficient to operate standard office machines and communicate extensively via telephone.

## Typical Mental Demands:

Applicants must enjoy working in a faced-paced, team-oriented work environment, and must possess a commitment to demonstrating a strong and consistent work

ethic. Qualified candidates must also possess a high attention to detail as this position involves responsibility for accuracy regarding critical real estate documents. Additionally, candidates should have excellent communication skills and must be comfortable interacting with clients tactfully in high-pressure customer service situations. Candidates should be able to grasp and apply new ideas and technologies, in addition to communicating and successfully interacting with various personalities at all organizational levels.

**Working Conditions:**

Typical office setting, normally Monday through Friday business hours. Working in excess of 40 hours in a work week may be required in order to meet deadlines, complete special projects, or otherwise carry out the necessary functions of the position.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** September 28, 2016

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**Expiration Date:** October 28, 2016

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**Contact:** Lori J. Newman  
Office Manager  
106 Isabella Street Pittsburgh, Pennsylvania 15212  
<http://www.chainoftitleland.com>

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [lori.newman@chainoftitleland.com](mailto:lori.newman@chainoftitleland.com)

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**ID:** 2254

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**Law Clerk - Criminal and/or Child Welfare Divisions**

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

**Position Type:** Full-time**Practice Area(s):** Appellate, Crminal - Prosecution, GOVERNMENT/SERVICE, CRIMINAL JUSTICE**Geographic Preference:** West (CA, NV, UT, CO, MT, WY)

**Description:** The Office of the Clark County District Attorney in Las Vegas, Nevada employs Law Clerks as full-time employees assigned to the Criminal Appellate Division and the Child Welfare Division. Appellate Law Clerks are responsible for drafting responses to appellate briefs and oppositions to post-conviction writs of habeas corpus and various other post-conviction motions. A Law Clerk in the Child Welfare Division performs research for use in child abuse and neglect cases litigated in Family Court, and in advising the Department of Family Services on policy and procedure, adoptions and foster care licensing issues, and compliance with federal laws and regulations.

Bar membership is not required.

Law Clerks who demonstrate good writing and advocacy skills are encouraged to apply for Deputy District Attorney positions. Although the Law Clerk positions are for a one-year term or are grant funded, a Law Clerk may apply for a position as a Deputy District Attorney after becoming a member of the Nevada State Bar.

**Desired Class Level:** 3L, Graduate/Alumni**Posting Date:** September 26, 2016**Expiration Date:** October 21, 2016**Salary Range:** 50,000 - 59,999

**Contact:** Ms. Nell Christensen  
Chief of Recruiting  
200 E Lewis Ave Las Vegas, Nevada 89101  
<http://clarkcountynv.gov>

**Resume Receipt:** Other (see below)

**How To Apply:** All applications must be submitted online through Clark County's website. Please follow the directions for applying detailed on the website.

[http://www.clarkcountynv.gov/Depts/human\\_resources/Pages/EmploymentOpportunities.aspx](http://www.clarkcountynv.gov/Depts/human_resources/Pages/EmploymentOpportunities.aspx)

**Additional Documents:** Unofficial Transcript, Writing Sample, Other Documents**ID:** 2308

**Legal Application Analyst (Legal Editor)**

Adecco Group - Third Party Recruiter for Westlaw

**Position Type:** Full-time**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Description:** Adecco Group, a world leader with the recruitment of office professionals is currently recruiting for short term Legal Application Analyst (Legal Editor) in Eagan, MN with our client, a leader in their industry.

The Legal Application Analyst (Legal Editor) will be provide legal interpretation and expertise (analysis, research, and features creation) to support the development of online functionality and infrastructure, ensuring that systems deliver intended results to customers.

Areas of accountability will include:

- Production Functions (70%): Create, modify, test, and maintain queries against Westlaw data for topical view databases and collection set based category pages for Westlaw; troubleshoot errors in topical content databases
- Quality Control and Verification (30%): Elicits from and verifies requirements with internal customers. Verification of own work for accuracy and completeness. Analyzes, researches and resolves quality errors.

Legal Application Analyst (Legal Editor) Requires:

- J.D. Degree from an American Bar Association approved law school
- Demonstrated strong legal research, writing, and analytical skills along with solid judgment.
- Ability to interpret, analyze, and organize detailed legal material
- Technical skills and aptitude for computer applications and systems such as word processing and file management applications
- Demonstrated proficiency in applications/systems used by the team (examples include MS Office and Westlaw and Boolean search syntax)
- Ability to prioritize and stay focused while dealing with multiple assignments and tasks
- Demonstrated process, product, and systems knowledge, and teamwork
- Actively participate in and contribute to team or content center projects and initiatives
- Demonstrated knowledge of legal terminology and court legislative and regulatory levels
- Excellent written and verbal English and communication skills, including composition/grammar, vocabulary, spelling and punctuation skills with the ability to communicate effectively
- Strong learning agility, able to learn quickly and apply knowledge to increasingly complex and changing work
- Detail-oriented with an aptitude for analysis and problem solving on an individualized level and within the context of a team environment
- Ability to work with team members, contacts from other teams, departments, virtual and off-site teams/vendors or sourcing partners effectively

Must Have Skills:

- Internet Research
- SEO
- Adobe
- MS Office
- West Law

40h/week 8am to 5pm Monday - Friday

**Desired Class Level:** 3L, LLM, Graduate/Alumni**Posting Date:** September 23, 2016**Expiration Date:** December 31, 2016**Contact:** Crystal Thaxton  
Resource Delivery Consultant**Resume Receipt:** E-mail**Default email for resumes.:** crystal.thaxton@adeccona.com**Additional Documents:** Cover Letter**Requested Document Notes:** Cover letter need only list that you are a WVU Law Student or Alum applying for the Legal Application Analyst (Legal Editor) position. Just a simple statement not a

standard cover letter.

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**ID:** 2302

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**Director of Advocacy Baltimore Harbor Waterkeeper**

Blue Water Baltimore (Baltimore, MD)

**Position Type:** Full-time**Practice Area(s):** Environmental**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)**Description:** Blue Water Baltimore Seeks  
Director of Advocacy and Baltimore Harbor Waterkeeper

Blue Water Baltimore – the leading water quality nonprofit in Baltimore – seeks a Director of Advocacy and Baltimore Harbor Waterkeeper to lead legal, policy and legislative advocacy and monitoring efforts needed to advance our clean water goals and programs. This is a fantastic opportunity to work with one of the most dynamic and effective environmental nonprofits in the region.

Blue Water Baltimore’s mission is to restore the quality of Baltimore’s rivers, streams and harbor to foster a healthy environment, a strong economy, and thriving communities. Blue Water Baltimore is a 501(c)(3) nonprofit organization that takes on and accomplishes a wide range of work, and partners with a variety of organizations to accomplish its restoration, greening, and advocacy goals. Blue Water Baltimore is an equal opportunity employer. Our office is a LEED Gold certified green building. Read more at [www.bluewaterbaltimore.org](http://www.bluewaterbaltimore.org).

**Position Overview:**

The mission of the Baltimore Harbor Waterkeeper Program is to protect and restore Baltimore Harbor, the greater Patapsco and Back Rivers and their tributaries through enforcement, fieldwork, and citizen action in order to make our waterways suitable for recreation, including fishing and swimming, to improve public health, and to improve the health of our river ecosystems. Our legislative and policy program works to pass strong laws that protect our waterways from sewage, stormwater and trash pollution both on a local, state and federal level.

The Director of Advocacy and Waterkeeper is a full-time director-level position that manages programmatic advocacy operations, including legal, legislative and regulatory advocacy, and supervises field operations, including compliance and ambient water monitoring. The Waterkeeper reports directly to the Executive Director, supervises Water Quality and Public Policy program staff, and staffs the Board of Directors’ Litigation & Advocacy Committee.

**Duties:**

- Manage and execute legal and regulatory advocacy projects, including reviewing enforcement of existing laws to protect Baltimore’s waterways and advocating for stronger laws to protect waterways
- Review and provide organizational comment for water pollution regulatory actions and legislative matters, such as proposed Clean Water Act permits and 303(d) actions
- Compile data to support citizen enforcement action and other legal action, where necessary, and manage enforcement and legal actions with outside counsel, Executive Director, and Board of Directors
- Conduct field investigations, in coordination with Water Quality Manager, of Baltimore’s waterways and in response to waterway pollution reports
- Recruit and manage pro-bono legal representation and legal and legislative interns to support advocacy programming
- Fundraising and budget management for all Advocacy programs and projects.
- Attend and represent Blue Water Baltimore and the Waterkeeper Program at public meetings, business meetings and presentations
- Conduct outreach activities to public, including press communications and interviews, to raise awareness about the right to clean water, the work of the Waterkeeper Program, and what citizens can do to protect their rights and clean water for Baltimore
- Undertake work to reduce pollution and support communities with partners in the social justice and public health sectors
- Participate in national and regional affiliations, including as a member program of both Waterkeeper Alliance and Waterkeepers Chesapeake
- Working with the Executive Director, and other Directors, contribute to the overall mission of the organization, including development, fundraising, staff management ,and external affairs

**Requirements:**

- Juris Doctor or other advanced degree relevant to environment, law, or policy



- Minimum of 5 years of experience and background with water-quality and advocacy
- Strong understanding of legal and regulatory framework and relevant issues concerning water pollution and waterway protection
- Excellent verbal and written communication skills, including a demonstrated ability to write and speak publicly on topics for diverse audiences
- Demonstrated passion and commitment for preserving the environment, sustaining healthy communities, and promoting environmental justice
- Demonstrated ability to interact effectively with lawmakers, elected officials, agency staff, community groups and members of the public
- High level of organization and ability to think creatively and strategically
- Demonstrated ability to work effectively both independently and as part of a team; manage and supervise staff; and develop open communications with the Executive Director, staff, Board committees, donors, volunteers, partners, and citizens
- Proficient in the use of MS Office including Outlook, Word, Excel, and PowerPoint
- Physical ability to perform essential duties of position, including ability to lift and move items weighing up to 25 pounds.
- Live or relocate to the Baltimore region

Preferred experience:

- Knowledge and experience with social justice and public health issues in Baltimore
- Professional experience with water issues in an urban environment
- Professional experience or knowledge of Baltimore and especially its waterways
- Familiarity with the Chesapeake Bay watershed and the Waterkeeper movement

Salary & Benefits:

- Salary commensurate with experience
- Competitive health and retirement benefits available

To Apply:

Please send a cover letter, resume, writing sample (≤5 pages), and salary requirement to [employment@bluewaterbaltimore.org](mailto:employment@bluewaterbaltimore.org) with "Waterkeeper" in the subject line.

This position will remain open until filled. Blue Water Baltimore is an equal opportunity employer.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** September 22, 2016

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**Expiration Date:** November 7, 2016

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**Contact:** Human Resources  
3545 Belair Rd Baltimore, Maryland 21213 United States  
<https://www.bluewaterbaltimore.org/>

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [employment@bluewaterbaltimore.org](mailto:employment@bluewaterbaltimore.org)

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**Additional Documents:** Cover Letter, Writing Sample

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**ID:** 2301

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**Michael F. Vaccaro Honors Attorney 2017 Fellowship**  
United States Environmental Protection Agency (Philadelphia, PA)

**Position Type:** Full-time

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

**Description:** EMAIL APPLICATIONS TO:

R3\_VaccaroFellow@epa.gov

Applications that are submitted via email should be submitted in PDF format. Email submissions should include "2017 Vaccaro Fellowship Application" in the subject line.

Once your application is received, you will receive an automated response. Please do not reply to this email. Questions regarding the Fellowship should be directed to Donzetta W. Thomas, Vaccaro Fellowship Coordinator at (215) 814-2474.

"My experience as a Vaccaro Fellow provided the perfect mix of guidance and independence which allowed me to grow as an attorney. While at EPA Region 3, my practice of law was shaped by my coworker's ability to merge passion with professionalism. I truly enjoyed my time there." Leigh Rende (2006-2008), USDOJ  
"I loved working at Region III, and found the fellowship to be incredibly rewarding. Working in the Waste and Chemical Law Branch, I was almost immediately responsible for managing numerous enforcement cases as the lead attorney. It is rare to be given so much autonomy and responsibility so early in your legal career, and it was very exciting. I also always knew that, if I needed assistance or advice, I was supported by senior level attorneys with decades of experience to draw upon. I would recommend the fellowship to any aspiring environmental attorney." Brianna Fairbanks (2007-2009), Associate Attorney, Sierra Club.

EPA is an equal opportunity employer. Selection for this position will be based solely on merit without regard to race, color, religion, age, gender, national origin, sexual orientation, or other differences. EPA encourages people of color to apply.

Printed on 100% recycled paper, postconsumer content  
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION III

September 2016

MICHAEL F. VACCARO

HONORS ATTORNEY

2017 FELLOWSHIP

Michael F. Vaccaro, EPA's former Deputy Regional Counsel, died on Earth Day, April 22, 1996. He was a widely respected public servant with an unwavering commitment to good government. He was a graduate of Phillips Exeter Academy, Dartmouth College and Harvard Law School. He began working at EPA in 1973. His legacy lives on in the work of the Vaccaro Fellows.

[www.epa.gov/region3/vaccaro.htm](http://www.epa.gov/region3/vaccaro.htm)

PUBLIC HEALTH MISSION

Our mission is as big as the outdoors. The Philadelphia regional office protects public health and the environment by enforcing federal environmental laws throughout the mid-Atlantic states of Pennsylvania, Delaware, Maryland, Virginia, West Virginia, and the District of Columbia. Our jurisdiction includes environments as diverse as urban waterways such as D.C.'s Anacostia and Potomac rivers; the forested Allegheny Mountains; West Virginia's coal country; the Chesapeake Bay; and current and former industrial sites throughout the region.

EPA works closely with state and local governments, citizens, environmental groups, and regulated industries to ensure compliance with the Clean Air Act, Clean Water Act, Superfund statute, and laws regulating hazardous waste, toxic chemicals, and pesticides. EPA is involved both in public health emergencies (e.g., Hurricane Katrina response, BP oil spill in the Gulf of Mexico, lead in Flint, MI drinking water), and in day-to-day environmental issues such as cleanups of Superfund hazardous waste sites; reducing pollution of stormwater runoff; and enforcing air and water quality standards throughout the U.S.

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

**Posting Date:** September 16, 2016

**Expiration Date:** October 17, 2016

**Contact:** Donzetta W. Thomas  
Senior Assistant Regional Counsel  
1650 Arch Street Philadelphia, Pennsylvania 19103-2029 United States

**Resume Receipt:** E-mail

**Default email for resumes.:** [VaccaroFellow@epa.gov](mailto:VaccaroFellow@epa.gov)

**ID:** 2305

**West Virginia State Counsel**

Old Republic National Title Insurance Company (Independence, Ohio)

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

**Description:** Old Republic National Title Insurance Company is seeking a recent law school graduate to fill the position of west Virginia State Counsel. The successful candidate will work out of our State office in Morgantown, This would be a full-time position with a competitive salary and benefits package.

The primary responsibility of State Counsel is to provide underwriting advice and direction to our network of West Virginia title agents in determining the marketability and insurability of title to real estate situated in the State of West Virginia. This would involve not only transactions pertaining to residential real estate but also the more sophisticated commercial and energy-related projects in which we are involved. Beyond a solid knowledge of West Virginia real estate law, practices and principles, we need someone with strong analytical skills who can balance the law with practical risks claims administration which may include attending court hearings and mediations as a representative of Old Republic Title. Drafting agency agreements and ancillary legal documents also will be part of State Counsel's responsibilities. Accordingly, State Counsel must possess excellent verbal and written communication skills. we require the successful candidate to be admitted to the West Virginia State Bar. We recognize the field of potential applicants will likely include students who graduated earlier this year, sat for the Bar Exam this summer, and are waiting on the results. We have no problem in hiring someone while the bar admission process is pending. Should you need additional information regarding the available position and/or its responsibilities, or our Company, please not not hesitate to contact us.

**Desired Class Level:** Graduate/Alumni**Posting Date:** September 16, 2016**Expiration Date:** December 16, 2016

**Contact:** Mr. Robert Wasserman  
First Vice President  
Corporate Plaza II Suite 290, 6480 Rockside Woods South Independence Ohio

**Resume Receipt:** E-mail**Default email for resumes.:** [rwasserman@oldrepublictitle.com](mailto:rwasserman@oldrepublictitle.com)**Additional Documents:** Cover Letter**ID:** 2296

**Associate Director of Development - Law**

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

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

03742

**Description**

The College of Law at West Virginia University is seeking applications for Associate Director of Development. This position is responsible for a wide range of fund raising and alumni relations activities, including coordinating with the WVU Foundation and overseeing portfolio management.

In order to be successful in this position, the ideal candidate will:  
Identify, review and qualify potential donors and major gift prospects for the College.

Plan, schedule and complete frequent travel to make contact with prospects and donors.

Develop and maintain a comprehensive knowledge of the College's mission, history and priorities.

Initiate and facilitate collegial relationships and open communication with other University staff and constituents.

Create and execute a comprehensive donor relations and stewardship plan.

Execute other duties as assigned.

**Qualifications**

Bachelor's degree

Minimum of two (2) years progressive experience in development and relationship management with a history of successful major gift solicitations

Candidates with greater experience in development, experience in higher education, experience at a comprehensive university preferred

Excellent time management skills

**Requirements**

Background check

**About WVU**

At West Virginia University, we pride ourselves on a tireless endeavor for achievement. We are home to some of the most passionate, innovative minds in the country who push their limits for the sake of progress, constantly moving the world forward. Our students, faculty and staff make this institution one of the best out there, and we are proud to stand as one voice, one university, one WVU. Find out more about your opportunities as a Mountaineer at <http://hr.wvu.edu/>.

West Virginia University is an Equal Opportunity/Affirmative Action Employer and the recipient of an NSF ADVANCE award for gender equity. The University values diversity among its faculty, staff and students, and invites applications from all qualified individuals, including minorities, females, individuals with disabilities and veterans.

Job Posting: Sep 13, 2016

Posting Classification: Non-Classified

Exemption Status: Exempt

Benefits Eligible: Yes

Schedule: Full-time

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** September 13, 2016

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**Expiration Date:** November 14, 2016

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**Contact:** Human Resources

Human Resources

1 Law Center Drive Morgantown, West Virginia 26505 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** WVUHIRE@mail.wvu.edu

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**ID:** 2299

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**Attorney**

Farrell, White &amp; Legg PLLC (Huntington, West Virginia)

**Position Type:** Full-time**Practice Area(s):** Commercial, Corporate, Employment, Insurance Defense, Litigation, Malpractice - Defense, Negligence & Personal Injury**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Description:** Farrell, White & Legg, an AV rated firm in Huntington, WV, seeks a lateral hire with two to five years of litigation experience. This person would be hired as an Associate and expected to assume responsibility for working up the defense of complex medical malpractice, pharmaceutical and commercial litigation claims. We would consider individuals with high interest that have less experience but would prefer those that have been practicing for several years. Licensure in West Virginia, Kentucky and/or Ohio is preferred. The compensation will be commensurate with experience.**Desired Class Level:** Graduate/Alumni**Posting Date:** September 8, 2016**Expiration Date:** October 31, 2016**Contact:** Mrs. Brentney M Fields  
914 5th Avenue Huntington, West Virginia 25701 United States  
<http://www.farrell3.com>**Resume Receipt:** E-mail**Default email for resumes.:** [abs@farrell3.com](mailto:abs@farrell3.com)**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 2286

**Experienced Attorney**

McClelland Legal Search (Pittsburgh)

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**Position Type:** Full-time

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**Geographic Preference:** Unknown

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**Description:** Are you an experienced attorney looking to relocate back to the North-Central WV/Greater Pittsburgh area? Or are you just looking for a change from your current employer? McClelland Legal Search works with many national and regional firms and would love to help you find your niche. Their attorney services are FREE and they are always looking to expand their book of qualified practitioners. Simply contact them and forward your resume to get started.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** August 24, 2016

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**Expiration Date:** August 24, 2017

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**Contact:** Dianne McClelland

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [dianne@mcclellandlegalsearch.com](mailto:dianne@mcclellandlegalsearch.com)

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**ID:** 2262

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**Judicial Clerk**  
30th Judicial Circuit**Position Type:** Full-time**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Description:** The Honorable Judge Miki Thompson seeks a judicial clerk beginning on December 27, 2016. Applications will be accepted until December 1, 2016. Judge Thompson asks for a cover letter, resume, transcript, and a writing sample not to exceed ten pages. Please email applications to [joshua.butcher@courtswv.gov](mailto:joshua.butcher@courtswv.gov)**Desired Class Level:** Graduate/Alumni**Posting Date:** August 23, 2016**Expiration Date:** December 1, 2016**Contact:** Judge Miki Thompson  
The Honorable Judge  
P.O. Box 1198 Williamson, West Virginia 25661**Resume Receipt:** E-mail**Default email for resumes.:** [joshua.butcher@courtswv.gov](mailto:joshua.butcher@courtswv.gov)**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**Requested Document Notes:** Writing sample not to exceed ten pages**ID:** 2255



**Advocate**

## The Borgen Project

**Position Type:** Internship

**Practice Area(s):** All Practice Areas, Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

**Geographic Preference:** Unknown

**Description:** This is a great entry-level volunteer position for someone looking to be part of The Borgen Project. Advocates can operate from anywhere in the U.S.

Attend one (30-60 minute) national conference call per month: 5PM PDT 6PM MDT 7PM CDT 8PM EDT

Serve as an ambassador for the world's poor. Build awareness of the issues and ways people can help.

Manage and implement fundraising campaigns.

Represent The Borgen Project in your city – attend events and engage people in the cause.

Contact congressional leaders in support of key poverty-reduction programs.

Qualifications:

Excellent overall communication skills: oral, written, presentation.

Ability to self-manage and prioritize assignments.

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

**Posting Date:** June 17, 2016

**Expiration Date:** December 31, 2016

**Contact:** Borgen Project  
Seattle, Washington 98107 United States

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

**Default email for resumes.:** ops@borgenproject.org

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hire@borgenproject.org](mailto:hire@borgenproject.org) with the respective position in the subject line.

**Additional Documents:** Cover Letter, Unofficial Transcript

**ID:** 2188

## Editor Internship

### The Borgen Project

**Position Type:** Internship

**Practice Area(s):** All Practice Areas, Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

**Geographic Preference:** Unknown

**Description:** The Borgen Project is an innovative, national campaign that is working to make poverty a focus of U.S. foreign policy. Editors edit articles for BORGEN Magazine and The Borgen Project Blog. The Editor is responsible for reviewing and editing articles submitted by The Borgen Project's national team of writers. The internship is 260-hours, unpaid and can be completed part-time or full-time. The position is done from home, but follows a set schedule. A minimum of 15 hours per week and weekend shifts are available for those who prefer it.

- Edit and format articles submitted by national writers.
- Work with writers to improve their articles.
- Assist with fundraising. Create a personal fundraising campaign and meet targets.
- Attend national conference call every Monday at 5PM PST.

Qualifications: Must have great editing skills. Must be able to work independently and meet deadlines with very little supervision. Experience writing SEO friendly content is helpful, but not required.

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

**Posting Date:** June 17, 2016

**Expiration Date:** December 31, 2016

**Contact:** Borgen Project  
Seattle, Washington 98107 United States

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

**Default email for resumes.:** ops@borgenproject.org

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hiring@borgenproject.org](mailto:hiring@borgenproject.org) with the respective position in the subject line.

**Additional Documents:** Cover Letter, Unofficial Transcript

**ID:** 2195

**Political Affairs Internship**

The Borgen Project

**Position Type:** Internship

**Practice Area(s):** All Practice Areas, Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

**Geographic Preference:** Unknown

**Description:** The Borgen Project is an innovative, national campaign that is working to make poverty a focus of U.S. foreign policy. This is a part-time 14-hours per week, unpaid telecommuting internship. The internship is 4-months and responsible for leading public and political outreach in the state and district assigned to. Must be available Monday's 4:30-6:00 PM PST for The Borgen Project's national conference call.

- Meet with members of Congress and/or Congressional staffers in your State and District.
- Represent The Borgen Project at various business, political and community events.
- Assist with fundraising. Create a personal fundraising campaign and meet targets.
- Mobilize individuals to contact their members of Congress in support of key poverty-reduction legislation.
- As needed, speak to groups, classes and organizations.
- Write letters of support for key programs to political leaders, media and other groups.

**Qualifications:**

- Outstanding writing skills.
- Self-starter who can produce great results with limited supervision.
- Strong oral communication skills and ability to lead meetings and give speeches.

**Desired Class Level:** 1L, 2L, 3L, LLM, Graduate/Alumni**Posting Date:** June 17, 2016**Expiration Date:** December 31, 2016**Contact:** Borgen Project  
Seattle, Washington 98107 United States**Resume Receipt:** E-mail, Accumulate Online, Other (see below)**Default email for resumes.:** ops@borgenproject.org

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hire@borgenproject.org](mailto:hire@borgenproject.org) with the respective position in the subject line.

**Additional Documents:** Cover Letter, Unofficial Transcript**ID:** 2194

**Regional Director**  
The Borgen Project

**Position Type:** Internship

**Practice Area(s):** All Practice Areas, Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

**Geographic Preference:** Unknown

**Description:** You don't need to be a lobbyist to help influence foreign policy. As a Regional Director, you'll serve as a Borgen Project Ambassador in your city – mobilizing your friends, family and colleagues to contact Congress in support of key poverty reduction legislation.

**Key Responsibilities:**

Attend one (30-60 minute) national conference call per month: 5PM PDT 6PM MDT 7PM CDT 8PM EDT  
Meet with local congressional leaders and lobby for legislation that improves living conditions for the world's poor.  
Mobilize people in your community to contact their congressional leaders to support poverty reduction legislation.  
Manage and implement fundraising campaigns.  
Build a network of people engaged in the cause.  
Serve as The Borgen Project's ambassador in your city.

**Qualifications:**

Basic understanding of U.S. Politics and international development.  
Highly organized with the ability to prioritize multiple functions and tasks while managing their work time efficiently.  
Strong team player that loves to bring new ideas to the table.  
Ability to demonstrate frequent independent judgment with decisiveness.  
Excellent overall communication skills: oral, written, presentation

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

**Posting Date:** June 17, 2016

**Expiration Date:** December 31, 2016

**Contact:** Borgen Project  
Seattle, Washington 98107 United States

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

**Default email for resumes.:** ops@borgenproject.org

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hire@borgenproject.org](mailto:hire@borgenproject.org) with the respective position in the subject line.

**Additional Documents:** Cover Letter, Unofficial Transcript

**ID:** 2189

**Court Appearance Attorney**

Court Appearance Professionals (Commerce, CA)

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**Position Type:** Part-time

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**Practice Area(s):** All Practice Areas

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

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**Description:** We are an attorney owned and operated business and law firm providing coverage of court appearances to attorneys throughout the state of West Virginia. Our office is currently seeking motivated attorneys statewide to handle court appearances in their local courts.

This is not a full time position. Our attorneys are contract/1099 employees.

Attorneys licensed and in good standing with the West Virginia State Bar, whether recent bar admissions or veteran attorneys looking for pro tem work to supplement their existing practices, are encouraged to apply. We are looking for attorneys who are both knowledgeable and professional in court.

If you are interested in working with our office, please submit your information to:

<https://www.appearanywhere.com/employment.aspx>

Once your information has been processed, a member of our team will contact you. In house interviews are not requested.

Compensation is per appearance and varies based upon venue/nature of appearance.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** June 15, 2016

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**Expiration Date:** December 31, 2016

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**Contact:** Dorian Aguilar  
6055 E. Washington Blvd. Commerce, California 90040  
<https://www.appearanywhere.com/employment.aspx>

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [recruitment@appearanywhere.com](mailto:recruitment@appearanywhere.com)

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**ID:** 2186

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## Free Office Space for Transitional or New Attorney and go to Court & Mentor program- Edison, NJ

Metuchen NJ Public Defender Volunteer Internships available (Edison, NJ)

**Position Type:** Part-time

**Practice Area(s):** Criminal - Defense

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

**Description:** Free Office Space for Transitional or New Attorney and go to Court & Mentor program- Edison, NJ  
 Kenneth Vercammen's Law Office has a space sharing opportunity for new lawyer or recent Transitional attorney to get experience and go to court and learn NJ Law office procedures and handle some Municipal court cases. This is a mentoring experience where you can learn NJ Law Office Procedure.  
 Attorney will be provided with use of desk, plus if needed additional private office space in furnished basement to start their practice, rent-free. They can see clients in first floor office rooms. In return they will handle municipal court appearances, Telephone communications with courts, prosecutors, clients, etc, Will signings and other legal work and criminal law website updates in lieu of rent for maximum 5 hours per week.  
 -Call Courts to follow up on Letter of Representation and scheduling of hearings  
 - Prepare timesheets on Fatal Accident cases  
 -Call Police Departments to follow up on discovery  
 -Call clients and remind them of hearing dates and what to do  
 - Update Criminal and Civil blogs with recent cases  
 Go to court and get court experience. Excellent opportunity to jump-start your career. You will get to represent people in Municipal Courts in Middlesex, Union and Monmouth County and meet the top Prosecutors and Judges. Must be admitted in NJ and have a car.  
 Learn to interview potential Municipal Court/Criminal clients. Also learn to draft Wills and work on Litigation files. Attorney may also help provide legal assistance to members of prepaid legal plans and public defender clients. Follow up contact calls with clients, courts, prosecutors and bar associations.  
 Excellent mentoring position for the right attorney. Are you hardworking and aggressive? Visit our website: [www.njlaws.com](http://www.njlaws.com) to learn about our office. More details at [www.njlaws.com/lease.htm](http://www.njlaws.com/lease.htm)  
 If interested, fax, email or mail a resume and cover letter.  
 KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW  
 2053 Woodbridge Ave. Edison, NJ 08817 (Phone) 732-572-0500  
 (Fax) 732-572-0030 [vercammenlaw@njlaws.com](mailto:vercammenlaw@njlaws.com)

The following is included with office use:

Desk space

Reception room for clients and use as Bona Fide Office

You can copy and use our Complaints, Motions, Form Letters and Pleadings.

Use our marketing books, marketing CDs, Criminal, Municipal Court and Elder law audiotapes and video library now located in basement

Use of our computer forms Motions, Complaints, and Form letters

Ability to use a file cabinet in basement to store your old files

Lighting/ Utilities

Bathroom Supplies

Landscaping / Snow Removal

Valuable advice

Hot water, municipal water/sewer charge paid

Other Duties/ Services to Clients

- Help add our 900+ criminal articles and statutes to our new criminal articles blog

[We will teach you how to add articles to Blogs]

-Prepare Police Chief letters

- Whatever else needed to assist clients [ex Motions, ]

About Mentor Program Director: Kenneth Vercammen is an Edison, Middlesex County, NJ trial attorney. Mr. Vercammen has published 125 articles in national and New Jersey publications on criminal, traffic, DWI, probate, estate planning, and litigation topics. He has been selected to write the book on Criminal Law for the American Bar Association. He often lectures to trial lawyers of the American Bar Association, New Jersey State Bar Association and Middlesex County Bar Association.

Kenneth Vercammen was the NJ State Bar Municipal Court Attorney of the Year and past president of the Middlesex County Municipal Prosecutor's Association. He is the past chair of the NJ State Bar Association Municipal Court Section and is the Co-Chair of the ABA Criminal Law committee, GP Division.

He is a highly regarded lecturer on litigation issues for the American Bar Association, ICLE, New Jersey State Bar Association and Middlesex County Bar Association. His articles have been published by New Jersey Law Journal, ABA Law Practice Management Magazine, and New Jersey Lawyer. As the Editor in Chief of the New Jersey Municipal Court Law Review. Mr. Vercammen is also a recipient of the NJSBA- YLD Service to the Bar Award.

In his private practice, he has devoted a substantial portion of his professional time to the preparation for trial of litigated matters. He has appeared in Courts throughout New Jersey several times each week on Criminal personal injury matters, Municipal Court trials, and contested Probate hearings. He serves as the Editor of the popular legal websites [www.njlaws.com](http://www.njlaws.com) and [www.BeNotGuilty.com](http://www.BeNotGuilty.com). He has served as a Special Acting Prosecutor in nine different cities and towns in New Jersey and also successfully handled over One thousand Municipal Court and Superior Court matters in the past 25 years. Kenneth Vercammen was included in the 2013 "Super Lawyers" list published by Thomson Reuters. He was a member of the Law Review and top 10% law school grad.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** April 30, 2016

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**Expiration Date:** December 31, 2016

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**Salary Range:** Not Applicable

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**Contact:** Kenneth Vercammen Esq.  
2053 Woodbridge Ave. Edison, New Jersey 08817 109 Olde Ash Lane  
<http://www.njlaws.com/public-defender-volunteer.html>

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**Resume Receipt:** Other (see below)

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**How To Apply:** f interested, fax, email or mail a resume and cover letter.  
KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW  
2053 Woodbridge Ave. Edison, NJ 08817(Phone) 732-572-0500  
(Fax) 732-572-0030

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**Additional Documents:** Cover Letter

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**Requested Document Notes:** f interested, fax, email or mail a resume and cover letter.  
KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW  
2053 Woodbridge Ave. Edison, NJ 08817(Phone) 732-572-0500  
(Fax) 732-572-0030

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**ID:** 2132

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## Judiciary Law Clerk

### New Jersey Courts

**Position Type:** Full-time

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

**Description:** POSITION DESCRIPTION

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.

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 <http://www.judiciary.state.nj.us/rules/appemploy.htm>.

**REQUIREMENTS**

**EDUCATION:** 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 who have not yet engaged in the practice of law. Selected candidates will be required to provide an official, final law school transcript, not a photocopy, which includes the date of graduation from their law school at the time of hire. Excellent writing and analytical skills are essential.

**MEDIATION TRAINING:** 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.

**DRIVER'S LICENSE:** Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

**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.

**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.

**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.

**INFORMATION FOR APPLICANTS**

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 [www.judiciary.state.nj.us/lawclerks](http://www.judiciary.state.nj.us/lawclerks). Minorities, women, individuals with disabilities and other protected class members are encouraged to apply.

NOTE: Individuals who have served or are currently serving a trial court or Tax Court clerkship may be eligible to serve an additional one- year clerkship in the Appellate Division or Supreme Court.

**HOW TO APPLY**

There are two ways to apply for a clerkship. Applicants are encouraged to apply



early as indicated below.

Applicants may send a cover letter and resume directly to individual justices and judges. These documents should include the month and year the juris doctor degree will be awarded and any specific area of interest of law. You may include writing samples, transcripts, recommendation letters or a list of references with your applications. Judges' chambers addresses are on the Judiciary website at [www.judiciary.state.nj.us/directory/judgtara.pdf](http://www.judiciary.state.nj.us/directory/judgtara.pdf). Candidates will be contacted directly by the justices or judges for interviews for the court term that begins August 25, 2017.

AND/OR

Applicants may also email a cover letter and resume to the Judiciary Human Resources Office, at [lawclerkresumes.mailbox@judiciary.state.nj.us](mailto:lawclerkresumes.mailbox@judiciary.state.nj.us). Please include the announcement #16-50 in the subject line of your email submission. Include in your cover letter the announcement number #16-50, the month and year the juris doctor degree will be awarded, and day and evening telephone numbers. You may indicate a preference for the court, division, and employment location in your e-mail. Do not send writing samples, transcripts, recommendation letters or references to the Human Resources office. Resumes sent to the Human Resources office will be made available to all justices and judges, who will directly contact potential candidates for interviews for the court term that begins August 25, 2017. Resumes for the 2017-2018 court term will be accepted until March 31, 2017.

THE JUDICIARY OF NEW JERSEY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER COMMITTED TO ENSURING AN OPEN DOOR TO JUSTICE  
Central Office

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** April 20, 2016

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**Expiration Date:** March 31, 2017

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**Contact:** Angela Van Ness  
Human Resources - Placement  
, New Jersey United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Angela.VanNess@njcourts.gov](mailto:Angela.VanNess@njcourts.gov)

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

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**Requested Document Notes:** HOW TO APPLY

There are two ways to apply for a clerkship. Applicants are encouraged to apply early as indicated below.

Applicants may send a cover letter and resume directly to individual justices and judges. These documents should include the month and year the juris doctor degree will be awarded and any specific area of interest of law. You may include writing samples, transcripts, recommendation letters or a list of references with your applications. Judges' chambers addresses are on the Judiciary website at [www.judiciary.state.nj.us/directory/judgtara.pdf](http://www.judiciary.state.nj.us/directory/judgtara.pdf). Candidates will be contacted directly by the justices or judges for interviews for the court term that begins August 25, 2017.

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Central Off

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**ID:** 2295

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