



Assistant District Attorney - Criminal Division

State of Alaska, Department of Law (Juneau, AK)

Job Type: Full-time

Job Location(s):

Kenai, Alaska United States

Kotzebue, Alaska United States

Kodiak, Alaska United States

Utqiagvik, Alaska United States

Ketchikan, Alaska United States

Dillingham, Alaska United States

Sitka, Alaska United States

Anchorage, Alaska United States

Juneau, Alaska United States

Fairbanks, Alaska United States

Bethel, Alaska United States

Nome, Alaska United States

Palmer, Alaska United States

Job Description:

The Alaska Department of Law's Criminal Division is seeking highly motivated and energetic applicants to fill several positions statewide.

Alaska's Criminal Division has offices in thirteen communities across the State, including offices as far north as Utqiagvik, a town situated along the Arctic Ocean, and as far south as Ketchikan, Alaska's first city. Each office is situated in unique communities with diverse cultural heritage and plenty of opportunity for adventure. Alaska offers something for everyone.

Together the offices prosecute violations of state criminal law. The prosecution of cases creates the opportunity to gain trial experience as well as to engage in pretrial motion practice, grand jury presentations, daily court hearings, post-conviction, and appellate work.

We are seeking applicants who are community oriented; enjoy a fast-paced work environment; have the ability to manage numerous matters simultaneously; possess the ability to think critically and reason logically; and have the ability to communicate clearly, both verbally and in writing.

These are full-time positions with a competitive benefits package including a generous leave policy and health insurance. For more information about the benefits package, please visit the following website: <https://drb.alaska.gov/employee/>.

For more information about the different locations and positions, please visit the following website: <https://law.alaska.gov/department/jobs/jobs-criminal.html>.

When applying, applicants should indicate their preference of location(s).

Applicants who thrive in a dynamic environment and have a passion for criminal justice are encouraged to apply. Join our Team today!

Posting Date: December 2, 2022

Expiration Date: January 7, 2023

Contact: Grace Lee
Assistant Attorney General
123 4th Street Juneau, Alaska 99801 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: CriminalLawRecruit@alaska.gov

Additional Documents: Cover Letter, Writing Sample, Other Documents

Additional Documents Notes: At least three professional employment references

Visual ID: 10308

Executive Director

The West Virginia Bar Association (Charleston WV)

Position Type: Full-time

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

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

Description:

The Executive Council is pleased to announce that Rebecca Tinder is serving as our Interim Executive Director, until the position is filled.

The West Virginia Bar Association, through its Executive Council, is seeking an Executive Director. Letters of interest with a curriculum vitae including professional references and availability are to be sent no later than January 31, 2023, to Sandra M. Chapman, President, WVBA, at smchapman@cclawpllc.com

POSITION: EXECUTIVE DIRECTOR OF THE WEST VIRGINIA BAR ASSOCIATION

The Executive Director reports to the Executive Council [EC] and is responsible for overseeing the administration, programs, and strategic plan of the organization. Duties include outreach, fundraising, marketing, website development, and updates to members.

The WVBA, through its EC, retains the broad general power of supervision over the Executive Director as to the results of the work completed, and it is available for advice and counsel as the Executive Director works with EC in order to fulfill the organization's mission, strategic plans, operation and goals.

General Responsibilities

1. Governance

The Executive Director works with the Executive Council in order to fulfill the mission of the West Virginia Bar Association.

- Responsible for working with EC in a manner that supports and guides the organization's mission as identified by Council
- Responsible for communicating effectively, timely, and regularly with Council in order to provide information necessary to facilitate Council's work and decisions
- Responsible for reporting activities to Council on a timely and regular basis
- Responsible to Council and works closely with Council related to, e.g., policy decisions, fundraising, and to increase visibility and the impact of the WVBA
- Oversees the organization of Council, committee, and division meetings as requested
- Maintains the organization's official records and minutes in an organized and easily accessible fashion

2. Financial Performance and Viability

The Executive Director works with the Executive Council in order to develop resources sufficient to ensure the financial health of the West Virginia Bar Association.

- Responsible for the fiscal integrity of the WVBA, including the timely submission to EC of a proposed annual budget and monthly financial statements which accurately reflect the financial condition
- Planning for and operation of the annual budget
- Responsible for fiscal management that anticipates operating and does operate within the approved budget, ensures maximum resource utilization and maintenance of the WVBA in a positive financial position
- Responsible for collecting membership dues, other fundraising including sponsorships, and developing other resources to support the WVBA mission

3. Mission and Strategic Plans

The Executive Director works with the Executive Council to ensure that the mission and strategic planning efforts of the West Virginia Bar Association are fulfilled through programming, planning, and related outreach.

- Responsible for implementing programs
- Responsible for preparing and implementing the strategic plan in order to ensure that the mission is fulfilled and advanced
- Responsible for enhancement of the image of the West Virginia Bar Association by being active and visible in the state and by working closely with other professional and civic organizations
- Responsible for marketing and communications
- Establishing and maintaining relationships with other bar associations and other organizations and thereby enhancing the mission of the West Virginia Bar Association
- Organizing and executing the annual meeting of the membership and other membership and outreach/planning/meetings

- Establishing administrative policies and procedures for all functions and for the day-to-day operations of the WVBA

- Serving as a spokesperson to members, the media, and the public

4. Operations

The Executive Director oversees and implements resources to ensure appropriate operations of the West Virginia Bar Association.

- Responsible for effective administration of operations
- Responsible for reviewing and signing notes and contracts made and entered into and on behalf of the WVBA as approved by its Executive Council
- Responsible for other duties as assigned by the Executive Council

Posting Date: December 2, 2022

Expiration Date: January 31, 2023

Contact: Sandra M. Chapman
President
P.O. Box 11867 Charleston, West Virginia 25339 United States

Resume Receipt: Other (see below)

How to Apply: The West Virginia Bar Association, through its Executive Council, is seeking an Executive Director. Letters of interest with a curriculum vitae including professional references and availability are to be sent no later than January 31, 2023, to Sandra M. Chapman, President, WVBA, at smchapman@cclawpllc.com

Additional Documents: Cover Letter

ID: 10310

Law Clerk

THE COURT OF COMMON PLEAS 47TH JUDICIAL DISTRICT CAMBRIA COUNTY
COURTHOUSE (Ebensburg, PA)

Position Type: Full-time

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

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

Description:

Law Clerk - Cambria County Court of Common Pleas

Posted: December 1, 2022

Position Type: Full-time

Desired Class Level(s): Graduate/Alumni

Description:

Full-time Law Clerk for the Honorable Tamara R. Bernstein of the Court of Common Pleas of Cambria County in Ebensburg, Pennsylvania.

The starting salary is \$50,903.16. Compensation also includes, after a 90-day probation period: health insurance, paid holidays, and retirement.

Start date in January 2023.

Please send cover letter, resume, and writing sample via email to: lreese@co.cambria.pa.us or by mail to:

Linda Reese

Chambers of the Honorable Tamara R. Bernstein

Cambria County Courthouse

200 S. Center St.

Ebensburg, PA 15931

Questions may be directed to Linda Reese at: lreese@co.cambria.pa.us or (814) 472-1416.

Posting Date: December 2, 2022

Expiration Date: December 31, 2022

Contact: The Honorable Tamara R. Bernstein
Judge
200 S. Center Stree Ebensburg

Resume Receipt: Other (see below)

How to Apply: Please send cover letter, resume, and writing sample via email to:
lreese@co.cambria.pa.us or by mail to:

Linda Reese
Chambers of the Honorable Tamara R. Bernstein
Cambria County Courthouse
200 S. Center St.
Ebensburg, PA 15931

Questions may be directed to Linda Reese at: lreese@co.cambria.pa.us
or (814) 472-1416.

Additional Documents: Cover Letter, Writing Sample

ID: 10309

Law Clerk

Washington County Courthouse (Washington, PA)

Position Type: Full-time

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

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

Description:

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

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

Position includes medical coverage and vacation time.

Please send cover letter, resume, unofficial transcript, and writing sample to:

The Honorable Gary Gilman
Washington County Courthouse
One South Main Street, Suite 2001
Washington, PA 15301

Or email the documents to: robin.cole@washingtontcourts.us

Posting Date: December 2, 2022

Expiration Date: January 31, 2023

Contact: Robin Cole
Secretary to Judge Gilman
One South Main Street, 3rd floor Washington, Pennsylvania 15301
United States

Resume Receipt: E-mail

Default email for resumes.: robin.cole@washingtontcourts.us

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 10311

Assistant Public Defender

Law Offices of Public Defender Carlos J. Martinez

Job Type: Full-time

Job Location(s):

Miami, Florida United States

Job Description:

The Miami-Dade Public Defender seeks law student applicants for attorney positions in a fast-paced, client-centered office.

The Public Defender is an elected official who has a constitutional duty to provide legal representation to persons in jeopardy of losing their life or liberty who cannot afford to hire a private attorney. Our office employs nearly 200 lawyers plus investigators, mitigation specialists, secretaries, and paralegals to assist with the more than 70,000 cases we handle each year. We recruit locally and nationally with just one goal in mind: Putting together a diverse team of outstanding men and women from all racial and ethnic backgrounds who are able to provide high quality representation to our clients. Extensive entry-level training provided.

Position Type: Full time, entry-level assistant public defender position

Job Description: Assistant Public Defenders are accountable for providing high quality representation to our clients. Responsibilities include, but are not limited to:

- preparing each case efficiently and expeditiously;
- advising and counseling each client;
- establishing and maintaining a professional relationship with each client;
- effective and efficient use of investigators, mitigation and placement specialists and other support staff;
- seeking assistance from experts appropriate to the case;
- demonstrating professional demeanor;
- exercising sound judgment to achieve desired results; and,
- assisting the Public Defender in carrying out his responsibilities.

Requirements/Qualifications:

- It is preferred that 3L applicants have successfully completed prior to graduation a law school clinic or externship in which applicant was authorized to provide direct representation in litigation to individuals or entities for academic credit;
- law school graduates can apply but must be licensed to practice law in the State of Florida;
- excellent verbal, computer, and communication skills;
- demonstrated ability to write clearly and concisely;
- bilingual skills: English/Spanish and/or English/Creole helpful but not required;
- participation in a law school trial advocacy course or litigation skills program preferred;
- willingness to interview clients in jails and in juvenile detention facilities; and,

- valid Florida Driver's License, proof of automobile insurance and reliable vehicle, as travel is required.

How to Apply: Complete an Application for Employment at <https://www.pdmiami.com/public-defender/careers-and-internships/attorney-recruiting.page> and submit your resume, cover letter and writing sample, all in **PDF format, to jobs@pdmiami.com**. Please include information in your cover letter to support your qualifications for this position.

Due to the volume of applications, please do not call or make inquiries via email.

How you will be evaluated: Your submitted application materials will be reviewed to determine compliance with application requirements, level of position-relevant work experience, education and training.

After your application materials have been reviewed, you may be required to participate in a selection interview. Candidates who do not reside in Miami-Dade County may be interviewed initially via Zoom or other electronic means.

Salary and Benefits:

- \$60,000 upon admission to the Florida bar.
- Extensive entry-level training provided.
- State Group Insurance coverage options, including health, life, dental, vision, and other supplemental insurance options;
- Retirement plan options, including employer contributions;
- Paid vacation, sick leave, and holidays;
- Free tuition for college course on a space available basis.

The State of Florida is an Equal Opportunity Employer/Affirmative Action Employer and does not tolerate discrimination or violence in the workplace. Applicants will be considered irrespective of race, color, sex, religion, age, national origin, veteran status, disability, sexual orientation, gender identity or expression, marital status or political affiliation.

Applicants requiring a reasonable accommodation, as defined by the Americans with Disabilities Act, must notify the agency hiring authority and/or the People First Service Center (1-877-562-7287). Notification to the hiring authority must be made in advance to allow sufficient time to provide the accommodation.

Veterans are encouraged to apply.

Posting Date: December 1, 2022

Expiration Date: January 7, 2023

Contact: Diane Yanez Ridgeway
1320 Northwest 14th Street Miami, Florida 33125 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.pdmiami.com/public-defender/careers-and-internships/attorney-recruiting.page>

Provider Liaison - Remote

UnitedHealth Group (Minnetonka, MN)

Position Type: Full-time

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

Job Location(s): , Nationwide (United States)

Description:

UnitedHealth Group is a company that's on the rise. We're expanding in multiple directions, across borders and, most of all, in the way we think. Here, innovation isn't about another gadget, it's about transforming the health care industry. Ready to make a difference? Make yourself at home with us and start doing your life's best work. (sm)

As a Provider Liaison, you will be providing a critical function to a new business built from the ground up for the next several years. In this role you will support the daily activities of the business, including direct engagement with healthcare providers to negotiate bills on behalf of consumers. This position requires a motivated self-starter with a blend of provider network experience, process knowledge, and strong analytical, and communication skills.

You'll enjoy the flexibility to telecommute* from anywhere within the U.S. as you take on some tough challenges.

Primary Responsibilities:

Representing United HealthCare in mediation
Engages directly with healthcare providers or their delegates to negotiate reimbursement amounts on behalf of the consumers referred to Naviguard
Research claims, reviews Out-of-Network (OON) payment history, reconciles medical bills and related documentation, and summarizes information to develop data-driven and issue-specific negotiation strategies to reduce medical bills
Works closely with internal teams to understand the background information related to each negotiation and share outcomes and learnings
Closely tracks and documents each negotiation, providing timely follow-up and issue closure with providers and consumers
Performs other duties as assigned

Daily Practices:

Ability to listen skillfully, build rapport, and communicate effectively
Assesses and interprets customer needs and requirements
Identifies solutions to non-standard requests and problems
Solves problems and/or conducts related analyses
Works with minimal guidance; seeks guidance on complex tasks
Translates concepts into practice
Provides explanations and information to others on difficult issues
Stays current with all systems communications (i.e., chatters, email, etc.)
Remains current on all relevant trainings and operational updates

You'll be rewarded and recognized for your performance in an environment that will challenge you and give you clear direction on what it takes to succeed in your role as well as provide development for other roles you may be interested in.

Required Qualifications:

Undergraduate degree or 3+ years equivalent professional negotiation experience
3+ years working with a healthcare organization, provider and/or billing office, or similar industry in a role equivalent to network/contract management, revenue cycle, provider services, etc.
1+ years of negotiation experience with proven ability to utilize a data-driven approach
Intermediate proficiency with Windows PC applications; Word, Excel, Outlook and PowerPoint with the ability to navigate and learn new and complex computer system applications
Preferred Qualifications:

1+ years of experience in mediation experience (in any industry)
1+ years of experience utilizing financial models and analysis in negotiating rates with healthcare providers and billing agencies
1+ years of experience in insurance negotiation
Basic knowledge of medical billing and coding, claims processing systems, and related guidelines

Juris Doctorate

To protect the health and safety of our workforce, patients and communities we serve, UnitedHealth Group and its affiliate companies require all employees to disclose COVID-19 vaccination status prior to beginning employment. In addition, some roles and locations require full COVID-19 vaccination, including boosters, as an essential job function. UnitedHealth Group adheres to all federal, state and local COVID-19 vaccination regulations as well as all client COVID-19 vaccination requirements and will obtain the necessary information from candidates prior to employment to ensure compliance. Candidates must be able to perform all essential job functions with or without reasonable accommodation. Failure to meet the vaccination requirement may result in rescission of an employment offer or termination of employment

Careers with Optum. Here's the idea. We built an entire organization around one giant objective; make health care work better for everyone. So when it comes to how we use the world's large accumulation of health-related information, or guide health and lifestyle choices or manage pharmacy benefits for millions, our first goal is to leap beyond the status quo and uncover new ways to serve. Optum, part of the UnitedHealth Group family of businesses, brings together some of the greatest minds and most advanced ideas on where health care has to go in order to reach its fullest potential. For you, that means working on high performance teams against sophisticated challenges that matter. Optum, incredible ideas in one incredible company and a singular opportunity to do your life's best work.(sm)

*All Telecommuters will be required to adhere to UnitedHealth Group's Telecommuter Policy.

Colorado, Connecticut or Nevada Residents Only: The salary range for Colorado residents is \$66,100 to \$118,300. The salary range for Connecticut / Nevada residents is \$72,800 to \$129,900. Pay is based on several factors including but not limited to education, work experience, certifications, etc. In addition to your salary, UnitedHealth Group offers benefits such as, a comprehensive benefits package, incentive and recognition programs, equity stock purchase and 401k contribution (all benefits are subject to eligibility requirements). No matter where or when you begin a career with UnitedHealth Group, you'll find a far-reaching choice of benefits and incentives

Diversity creates a healthier atmosphere: UnitedHealth Group is an Equal Employment Opportunity / Affirmative Action employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, protected veteran status, disability status, sexual orientation, gender identity or expression, marital status, genetic information, or any other characteristic protected by law.

UnitedHealth Group is a drug – free workplace. Candidates are required to pass a drug test before beginning employment.

#RPO #GREEN #MEDIATION #HEALTHCARE
Apply

Apply
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Additional Job Detail Information

Requisition Number2117407

Business SegmentEmployer & Individual

Employee StatusRegular

Job LevelIndividual Contributor

TravelNo

Country: US

Overtime StatusExempt

ScheduleFull-time

ShiftDay Job

Telecommuter PositionYes

Posting Date: December 1, 2022

Expiration Date: January 31, 2023

Contact: Adriana Faycurry
Manager, Provider Liaisons
Minnesota 55343 United States

Resume Receipt: Other (see below)

How to Apply: <https://careers.unitedhealthgroup.com/job/16842565/provider-liaison-remote/>

ID: 10304

Attorney

The Employment Law Center PLLC

Position Type: Full-time

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

Job Location(s): St. Paul, Minnesota (United States)

Description:

ASK LLP is looking to hire an attorney with civil sexual abuse litigation experience. Starting salary \$125k to \$150k. If you have that experience and are looking to join a firm with great culture, please apply today at the link below.

www.linkedin.com/jobs/view/3347045201/...

Posting Date: November 30, 2022

Expiration Date: January 31, 2023

Contact: Walt Auvil

1208 Market St Parkersburg, West Virginia 26101 United States

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

Default email for resumes.: auvil@rusenandauvil.com

How to Apply: www.linkedin.com/jobs/view/3347045201/...

ID: 10294

CIRCUIT JUDGE LAW CLERK

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

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

Description:

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

TENTH JUDICIAL CIRCUIT, RALEIGH COUNTY EMPLOYMENT
OPPORTUNITY

Beckley, West Virginia

Position open until filled (Posted 11-14-2022)

The Position

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

This position works under the direct supervision of Judge Andrew G. Dimlich in the Tenth Judicial Circuit, Raleigh County, Beckley, WV. This is a salaried position. The position is described as follows:

CIRCUIT JUDGE LAW CLERK

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$53,496.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$62,088.00, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

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

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

All circuit judge law clerks must be current members or become members of the West Virginia State Bar and/or sit for the Uniform Bar Examination (UBE) each time it is offered. The failure to pass the Uniform Bar Examination within two (2)

attempts will result in a loss of employment. West Virginia Bar Examination/Uniform Bar Examination failures predating judicial employment count toward the two (2) attempts. Any person who has failed the West Virginia Bar Examination the UBE, or any bar examination, two (2) or more times is ineligible for these positions. Once a person passes the Uniform Bar Examination, the issue of bar examination failures is moot. Additionally, the minimum law school g.p.a. for these positions is 2.2.

Duties and Responsibilities:

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

- Perform legal research,
- Prepare confidential legal memoranda,
- Attend court hearings, as requested
- Draft orders and opinions,
- Advise and assist judge with legal issues,
- Conduct discovery conferences,

Page 2 of 2

- Respond to attorneys and self-represented litigants, and
- Monitor the court's docket.

Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

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

The Administrative Office of the Courts

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

West Virginia Courts

West Virginia has a Unified Court System, under which all state courts, including, Intermediate Court of Appeals, Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at www.courtswv.gov.

Equal Opportunity in Employment

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

Application Process

To apply for this position, please direct the following application materials to the Law Clerk

Program Coordinator at suzanne.summers@courtswv.gov.

- Cover Letter,
- Resume,
- Law School Transcript,
- Writing Sample,
- References (at least three, including current contact information),
- Signed Court Employment Application (available on Court website), and

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

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

Posting Date: November 30, 2022

Expiration Date: January 31, 2023

Contact: Suzanne Summers
Legal Coordinator
Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston,
West Virginia 25305 United States

Resume Receipt: E-mail

Default email for resumes.: suzanne.summers@courtswv.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 10290

CRIMINAL AND REAL ESTATE LAW ATTORNEY

Jireh Staffing LLC (Beckley WV)

Position Type: Full-time

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

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

Description:

Attorney at Law
Jireh Staffing, LLC
Beckley, WV

\$50,000 - \$60,000 a year - Full-time

Job details

Salary
\$50,000 - \$60,000 a year
Job Type
Full-time
Qualifications
Bar (Preferred)
Work authorization (Preferred)

Benefits

Pulled from the full job description
Health insurance
Full Job Description
NOW HIRING IMMEDIATELY

\$50,000-\$60,000 SALARY

CRIMINAL AND REAL ESTATE LAW ATTORNEY

An Attorney, or Lawyer, is a legal professional who advises and represents clients in relation to their legal rights in civil and criminal cases. Their duties include meeting with clients to discuss the various aspects of their cases, performing research to gather pertinent information for each client case and attending all pretrial hearings and hearings to represent the client in a court of law.

Attorney duties and responsibilities

There are primarily two tiers of Attorney job descriptions that are inherent to the legal position. You need to be specific to the one that is relevant to your system. Listed below are the general duties and responsibilities of Attorneys.

Providing legal support and guidance
Advising clients on the best behavior while charges are pending, including confiding in family and friends and social media use
Meeting with clients at the remand or an office to critically discuss the pending charges and strategize on how best to defend
Finding ethical solutions to legal matters
Communicating with clients to understand their legal concerns and needs to help provide them with essential pieces of advice
Strategizing on how to resolve the clients' cases in a favorable and cost-effective manner
Enlightening clients about legal options and making them know the possible outcomes or threats
Developing ideal arguments and representing clients in civil and

criminal legal proceedings
Staying informed about any current legislation
Building trustworthy relationships with clients
Preparing legal documents such as dispositions, pleadings and contracts in a timely and accurate manner
Assisting clients with the execution of agreements such as plea bargains with the regional attorney's office
Collecting retainers from clients and executing contracts
Job Type: Full-time

Pay: \$50,000.00 - \$60,000.00 per year

Benefits:

Health insurance

Schedule:

8 hour shift

Ability to commute/relocate:

Beckley, WV: Reliably commute or planning to relocate before starting work (Required)

License/Certification:

Bar (Preferred)

Work Location: One location

Hiring Insights

Hiring 1 candidate for this role

Posting Date: November 30, 2022

Expiration Date: January 31, 2023

Contact: Carson Gray
President & CEO
beckley, West Virginia United States

Resume Receipt: Other (see below)

How to Apply: <https://www.indeed.com/m/viewjob?jk=90b9cbd38f3d74f5&from=appshareios&mibextid=Zxz2cZ>

ID: 10289

Law Clerk

Mercer County Court House (Mercer PA)

Position Type: Full-time

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

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

Description:

Mercer County Court of Common Pleas (Mercer, PA) currently has an immediate opening for a Judicial Law Clerk. This is a full-time position; 35 hours per week; 8:30 a.m. to 4:30 p.m., Monday through Friday. The successful candidate will be an employee of Mercer County, subject to the control of the Courts.

There is a comprehensive benefits package, including paid holidays. An optional health insurance component does require an employee contribution.

The 2022 salary is \$41,927.25; extra compensation is available by processing Protection From Abuse petitions.

The applicant must be a graduate of an accredited law school. If not already licensed to practice in Pennsylvania, successful completion of the Pa. Bar exam is required within one year of the date of hire by Mercer County.

Interested candidates should submit the following:

- A letter of interest in the position
- Complete resume
- Law School transcript
- Writing sample

This information may be submitted via email, or regular mail to:

Bo D. McCleary, District Court Administrator
Mercer County Courthouse
North Diamond Street
Mercer, PA 16137

Tel: (724) 662-3800 ext. 2516

Submissions will be accepted until December 23rd, 2022 at 4:30 p.m.

Posting Date: November 30, 2022

Expiration Date: December 23, 2022

Contact: Bo D. McCleary
District Court Administrator
North Diamond Street Mercer, Pennsylvania 16137 United States

Resume Receipt: E-mail

Default email for resumes.: bmcclary@mcc.co.mercer.pa.us

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 10291

Staff Attorney

Southwestern PA Legal Services (Washington, PA)

Position Type: Full-time

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

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

Description:

Employment Opportunity

Staff Attorney

Southwestern PA Legal Aid is a non-profit organization in the Pennsylvania Legal Aid Network (PLAN). Our mission is civil justice for those in need, their homes secured, families protected, and finances fortified. We seek a staff attorney for our Washington County office to specialize in driver's license advocacy and outreach. The inability to drive creates significant hurdles to our clients' employment opportunities.

As a member of our team, you will:

- Advise and represent Washington County residents who are seeking retention or restoration of their driver's licenses
- Educate the public in Washington County about driver's license laws, and opportunities to retain and restore driving privileges
- Collaborate with social services providers and other attorneys representing Washington County clients whose driver's licenses have been or may be suspended

This position will be full-time with benefits but with a prohibition against the outside practice of law. Flexible work schedules are permitted, when possible, though court appearances will be required as determined by the Washington County Court of Common Pleas and local Magisterial District Courts. A license to practice in Pennsylvania is required.

Diversity, equity, and inclusion are essential tenets of our mission, and our work environment and practices reflect our commitment to uplifting the marginalized and oppressed communities we serve. We strive to recruit and retain a full spectrum of staff who are representative of our communities' diverse demographics.

Send resume and at least two references to:

Brian V. Gorman
Executive Director
brian.gorman@splas.org

Posting Date: November 30, 2022

Expiration Date: January 31, 2023

Contact: Brian Gorman
10 West Cherry Avenue Washington, Pennsylvania 15301 United States

Resume Receipt: E-mail

Default email for resumes.: brian.gorman@splas.org

ID: 10292

Staff Attorney

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

Job Type: Full-time

Job Location(s):

Louisville, Kentucky United States

Job Description:

The Louisville-Jefferson County Public Defender Corporation offers you the opportunity to be a litigator at an established and recognized public defender office. We are now accepting applications for staff attorney positions from: recent law school graduates who have taken or will be taking the bar exam; licensed attorneys; and 3rd year law school students who will be graduating in December 2022 or May 2023.

The Louisville-Jefferson County Public Defender Corporation is a non-profit organization rendering legal services in the largest jurisdiction in the state of Kentucky to indigent adults and juveniles accused of crimes and status offenses, and to those individuals subjected to involuntary hospitalization due to mental illness and substance abuse. The office functions as a full-service law firm providing defense representation in all state courts at every level, including appellate and post-conviction advocacy. Attorneys have access to support staff services, including investigators, social workers, and paralegals, as well as a full-time Training Director who oversees the training needs and requirements of all attorneys in the office.

An Orientation & Training Program is completed prior to any new attorney being assigned cases and actually representing our clients. Initial training is conducted over the course of several weeks, and it is followed by ongoing training in the ensuing months. The office has a full-size classroom capable of accommodating large groups for plenary training sessions and a full-size moot courtroom, complete with judge's bench, witness stand and jury box, which features its own A/V recording system.

The office operates a mixed caseload/vertical representation system in accordance with the ABA Standards for Criminal Justice (both Providing Defense Services and Defense Function), as well as the ABA's Ten Principles of a Public Defense Delivery System. As such, individual clients are represented by the same attorney throughout all stages of the proceedings from appointment until final disposition of the case.

All full-time employees are eligible for an excellent benefits package. The cost of living in Louisville compares favorably to the national average and cities of similar size. The starting salary for a newly licensed staff attorney is \$52,000.

Staff attorneys at the Louisville-Jefferson County Public Defender's Office must be members in good standing of the Kentucky Bar Association (see SCR 2.010). This may be accomplished by applying for admission in a timely manner (see SCR 2.022) and taking and passing the

Kentucky Bar Examination, which is a Uniform Bar Examination that is offered twice a year in February and July. Law school graduates not licensed in any other jurisdiction may practice under supervision while awaiting Kentucky Bar Examination results (see SCR 2.116). If you are a licensed attorney in another state and a member in good standing of that state's bar, you may seek reciprocal admission pursuant to SCR 2.110 or by filing an application for a limited certificate of admission to practice law in an organized public defender program (see SCR 2.112). The various alternate types of admission can be found at the website for the Kentucky Office of Bar Admissions:
https://www.kyoba.org/Views/public/Content.aspx?page_id=215.

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

Posting Date: November 30, 2022

Expiration Date: January 6, 2023

Contact: Deputy Chief Public Defender Beth McMahon
Deputy Chief Public Defender
719 West Jefferson St. Louisville, Kentucky 40202 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: bmcMahon@metrodefender.org

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

Visual ID: 10295

Deputy District Attorney

Twelfth Judicial District Attorney's Office

Job Type: Full-time

Job Location(s): Alamosa, Colorado United States

Job Description:

Quintessential Colorado living without the Colorado price tag!

The Twelfth Judicial District is actively hiring prosecutors in Colorado's San Luis Valley. Enjoy Colorado's most beautiful rural mountains while earning a Denver Metro Area salary. The Twelfth Judicial District Attorney's Office serves Alamosa, Rio Grande, Costilla, Conejos, Saguache and Mineral Counties. The Valley is about 90 minutes away from Monarch and Wolf Creek ski resorts and about two hours away from Taos and Santa Fe. The Valley offers endless opportunities for hiking, mountain biking, fly fishing and off-roading in the San Juan and Sangre de Cristo mountain ranges. Deputy District Attorneys in the San Luis Valley will have the opportunity early in their careers to handle felony cases under the supervision and training of district attorneys with a combined 58 years of prosecution experience representing several district attorney offices across Colorado.

Applicants licensed outside of Colorado are encouraged to apply. **Successful applicants are eligible for up to FOUR MONTHS of housing within walking distance of the Office. The Office is also offering a \$2,000 sign on bonus for travel expenses.**

The Twelfth Judicial District Attorney's Office is looking for prosecutors at all experience levels. Duties of a deputy district attorney may include:

- Prepares and tries cases involving felony, misdemeanor and juvenile crimes
- Reviews criminal investigations and evaluates criminal cases for appropriate charges, possible plea dispositions, and likelihood of success at trial
- Collaborates with law enforcement agencies in the San Luis Valley to provide assistance with legal questions, warrant reviews and investigations
- Presents evidence, argues legal motions, conducts jury selection, prepares jury instructions and closing arguments, and argues for appropriate sentences
- Explains and interprets statutes, determines the adequacy of complaints presented by the public, and relays appropriate information to the public
- Periodically serves on-call to provide legal advice to law enforcement agencies and answer immediate questions from the general public
- Attends crime scenes involving serious felonies or other crimes when requested by law enforcement agencies
- Performs related work, as required
- May be reassigned in emergency situations

Salary \$75,000-\$120,000 depending upon qualifications and relevant experience.

Posting Date: November 29, 2022

Expiration Date: December 29, 2022

Contact: Megan Martinez
Director of Administration and Diversion Services
426 San Juan Avenue Alamosa, Colorado 81101 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: megan.martinez@da12.state.co.us

Visual ID: 10277

JUNE D.W. KALIJARVI EMPLOYMENT LAW FELLOWSHIP

Kalijarvi, Chuzi, Newman & Fitch, P.C.

Job Type: Fellowship

Job Location(s):

Washington, District of Columbia United States

Job Description:

June D.W. Kalijarvi, who founded the law firm of Kalijarvi, Chuzi, Newman & Fitch (KCNF) more than forty five years ago, was a fierce and tireless advocate for federal-sector employees facing discrimination or discipline in the workplace. In her memory, KCNF is inviting applications for an early-career attorney who has demonstrated a commitment to the public interest and/or employment law.

The Fellow will have the opportunity to take on significant responsibility in cases covering a broad range of employment matters including workplace discrimination, whistleblower retaliation, discipline, labor disputes, and wage violations, among others. The Fellow will gain hands-on experience by working closely with experienced attorneys on all phases of litigation in various forums (EEOC, MSPB, Office of Special Counsel, Department of Labor, federal court, labor arbitration).

One Fellow will be chosen for a two-year fellowship, commencing in the summer of 2023, but no later than September 1, 2023. Our ideal candidate has a commitment to workplace fairness and the public interest, has outstanding writing and analytical skills, is able to work collaboratively and independently, and is an effective and compassionate communicator.

KCNF is a nationally recognized law firm dedicated to fighting for the workplace rights of federal employees. We help employers navigate legal matters such as employment discrimination, personnel issues, labor issues, and obtaining and maintaining federal security clearances. Our attorneys are highly skilled and respected litigators and negotiators, many of whom have received AV Preeminent* ratings from Martindale-Hubbell, been repeatedly rated as Super Lawyers in the area of employment law, written seminal books and treatises, served as professors and teachers, and been elected members of The Fellows of the American Bar Foundation, an honorary organization of attorneys, judges, law faculty, and legal scholars, who have demonstrated outstanding achievements and dedication to the welfare of their communities and to the highest principles of the legal profession.

POSITION REQUIREMENTS: · A law degree; · Admitted to the DC Bar, eligible to waive into the DC Bar, or sitting for the July 2023 bar exam; · Recent completion of a law degree, a clerkship, or another fellowship; · A superior academic record; · Strong analytical and communication skills, both oral and written; · Excellent research and writing skills; · Coursework in Employment and/or Labor law or a demonstrated interest in these areas of the law (including participation in pro bono work and clinics).

Posting Date: November 28, 2022

Expiration Date: January 4, 2023

Contact: Amy Johnson

Director of Firm Operation

818 Connecticut Avenue Northwest Washington, District of Columbia
20006 United States

Resume Receipt: Other (see below)

How To Apply: Applicants must send a cover letter indicating their interest in the fellowship; a resume; a writing sample of recent, independent work; a law school transcript; and two letters of recommendation. The deadline for submitting applications is January 31, 2023. All materials should be emailed to ajohnson@kcnlaw.com.

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

Visual ID: 10282

Patent Associate - Mechanical (#735)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Denver, Colorado United States

Job Description: Dorsey's Patent group is seeking an associate in Denver with at least three years of experience and a technical background in mechanical engineering or a related field. You will join an exceptional team of attorneys, agents, paralegals, and staff servicing a wide array of clients – from large multinational corporations to entrepreneurs and innovative startup companies. You will have responsibility for an active docket of patent prosecution matters – from drafting applications through all phases of domestic and foreign patent prosecution. You will have the opportunity to counsel clients on patent strategy, and gain exposure to conducting searches and preparing patentability, invalidity, and non-infringement opinions. In our general practice firm, there are also opportunities to support litigation and transactional practices.

The following qualifications are required:

- USPTO and Colorado bar admission;
- At least three years of patent attorney or agent experience;
- Bachelor's Degree in Mechanical Engineering, Aerospace Engineering, Physics, or equivalent; and
- Strong academic performance and writing ability.

For Denver applicants only (as required by the Colorado Equal Pay Act): The starting salary for associate positions in our Denver office is \$180,000. Pay is determined based on a variety of factors including, but not limited to, depth of experience in the practice area. Associates are eligible to participate in Dorsey's associate bonus program, subject to the program's conditions and restrictions.

Dorsey offers opportunities for advancement within a collaborative and dynamic environment, competitive salary, and excellent benefits. Our benefits include comprehensive medical, dental, and vision insurance; domestic partner benefits (for same-sex and opposite-sex domestic partners); Dorsey & Whitney 401(K) Retirement and Savings Plan; 15 weeks of paid parental leave, plus an additional 6-8 weeks of paid short-term disability for lawyers who give birth; adoption assistance; back-up child care program; education and college advising programs; well-being programs and activities; a 24/7 employee assistance program with confidential counseling; and more!

Dorsey values the strength that comes from a diverse and inclusive work environment. It contributes to the success of our people and our clients and enriches our experience. We believe that everyone should feel at home and part of our community.

You will receive consideration for employment without regard to race, color, creed, religion, ancestry, sex, national origin, sexual orientation, gender identity, affectional preference, disability, age, marital status, familial status, status with regard to public assistance, military or veteran status, or any other legally-protected status.

Dorsey participates in E-Verify.

About Dorsey

Clients have relied on the international law firm of Dorsey & Whitney LLP since 1912 as a trusted legal advisor and valued business partner. With locations across the United States as well as Canada, Europe and Asia, Dorsey provides an integrated, dedicated approach to its clients' legal and business needs. Dorsey's diverse client base includes more than one-third of Fortune 100 companies.

Our lawyers apply superb legal knowledge and skills with practical wisdom and a deep understanding of business and industry. We serve clients in nearly all industries, but focus on six key industries in which we have excellent depth and a history of achieving client success:

- Banking and Financial Institutions
- Development and Infrastructure
- Energy & Natural Resources
- Food, Beverage & Agribusiness
- Healthcare
- Technology

Among Dorsey's many distinguished alumni are U.S. Supreme Court Justice Harry Blackmun, noted law professor and scholar William Prosser, Minnesota's first woman judge Betty Washburn, former U.S. Vice President and Ambassador to Japan Walter Mondale, U.S. Senator Amy Klobuchar, former Corporation Counsel of the City of New York Zachary Carter, and U.S. Secretary of Agriculture Tom Vilsack. Recognized for our dedication to community, Dorsey has met the ABA Law Firm Pro Bono Challenge every year since the Challenge began in 1993 by devoting more than 3% of billable hours to pro bono work.

One of our greatest strengths is a friendly, cooperative culture that values and appreciates each individual. Dorsey has received external recognition for our welcoming workplace, including:

- Mansfield Certification Plus (Diversity Lab)
- Best Law Firms for Women (National Association of Female Executives and Flex-Time Lawyers)
- 100% rating on the Corporate Equality Index (Human Rights Campaign)
- Gold Standard Certification (Women in Law Empowerment Forum)
- Top 100 Adoption-Friendly Workplace (Dave Thomas Foundation for Adoption)

How to Apply

Dorsey accepts online applications at <http://www.dorsey.com/attorneyjobs>. We do not accept application materials by mail or email except as a reasonable accommodation for qualified disabled applicants. Individuals who are unable to use our online process due to a disability should call 612-492-5033.

Posting Date: November 27, 2022

Expiration Date: January 3, 2023

Contact: Brianna Rod
50 South 6th Street Minneapolis, Minnesota 55402 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.dorsey.com/attorneyjobs>

Visual ID: 10026

Real Estate Finance Associate - Washington, D.C.

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s):

Washington, District of Columbia United States

Job Description:

Our real estate finance practice seeks to hire an experienced associate to join our Finance Department in our Washington, D.C. office. Qualified candidates should have 2-4 years of commercial real estate finance experience and strong academic credentials. Experience in CMBS lending, agency lending, portfolio lending and/or commercial loan servicing would be helpful. Active D.C., Virginia or Maryland bar is preferred. Great opportunity to become part of our long standing national finance practice which has closed transactions in all 50 states with exposure to both existing and emerging market opportunities, structured finance, affordable housing finance, preferred equity originations and commercial loan servicing (including performing and non-performing loans). Additionally, the position provides the opportunity to consistently work one-on-one with partners and senior counsel while gaining direct client contact in a collegial and flexible work environment.

Ballard Spahr LLP is a more than 600 lawyer firm with 15 offices across the U.S. and is committed to ensuring diversity in its workplace, and candidates from diverse backgrounds are strongly encouraged to apply.

The health, safety and well-being of our Ballard community is a top priority. Therefore, all lawyers and staff are required to be fully vaccinated as a condition of employment. In connection with this policy, we will require proof of vaccination. We believe this is the best way for us to fulfill our legal obligation to provide a safe workplace, which has been and continues to be a top priority as we manage the many challenges of the pandemic. If you have any questions regarding the firm's vaccination policy, please contact our Chief Human Resources Officer, John DiBattista, at dibattistaj@ballardspahr.com.

Physical Requirements:

- Ability to sit for long periods of time. Ability to communicate verbally and in writing. Push, pull and lift up to 40 pounds. Intermittent standing, walking, bending and stooping. Typing ability for the use of a personal computer.
- The physical requirements described here are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary functions.

This Job Description describes the general content and requirements for the position. It is not an exhaustive statement of the essential functions, responsibilities, or requirements of the job; they may change from time to time and are dictated by the needs of the firm and the managers to whom the employee will report. Employment is at will. Ballard Spahr may change the functions and responsibilities of the position at any time, and it

may reassign the employee to another department in its sole discretion.

Posting Date: November 26, 2022

Expiration Date: January 2, 2023

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

Resume Receipt: Other (see below)

How To Apply: <https://selfapply.ballardspahr.com/viRecruitSelfApply/ReDefault.aspx?FilterREID=1&FilterJobCategoryID=4&FilterJobID=718>

Additional Documents: Unofficial Transcript

Visual ID: 10022

Criminal Defense Attorney (Juvenile Div.) - Albuquerque, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

Job Location(s): Albuquerque, New Mexico United States

Job Description:

Objectives Summary

Our department offers flexible work opportunities, including teleworking (a.k.a. working from home) and work schedules outside the typical 8 am to 5 pm schedule. Applicants selected for a position are encouraged to discuss these options with the hiring manager early in the hiring process to ensure the specifics of any terms and conditions of an approved flexible work arrangement are clearly understood.

To provide professional legal services for the Law Offices of the Public Defender in representing juvenile and adult indigent clients in areas of litigation, appeal, counsel, research and analysis.

Essential Functions

Criminal Defense Attorney PD2, PD3 or PD4:

Incumbent will be considered for a Public Defender 2, 3, or 4 classification. Classification will be determined at the time of hire based on applicant's job related qualifications and agency critical need.

Public Defender 2 (PD2):

- Attorneys at this level will handle a variety of misdemeanors and may assist in juvenile cases and youthful offender cases.
- May assist higher level attorneys with complex cases.
- Work is performed under the direction, guidance and supervision from more experienced colleagues and supervisor/manager.
- Will conduct plea bargaining when appropriate with District Attorneys and other parties to establish agreements to resolve cases.
- Will attend seminars, training classes and review current professional literature to maintain and develop professional skills and knowledge.
- Drafts/reviews, proposes and prepares reports and legal documents.

Public Defender 3 (PD3)

- Attorneys at this level should be able to represent clients in all misdemeanors or juvenile cases and low to medium level felonies with limited supervision.
- Provides guidance and mentoring to lower levels attorneys and law clerks.
- Works under the direction and guidance provided by higher level Attorneys and/or Managing Attorney.
- Will conduct plea bargaining when appropriate with District Attorneys and other parties to establish agreements to resolve cases.
- Will attend seminars, training classes and review current professional literature to maintain and develop professional skills and knowledge.
- Drafts/reviews, proposes and prepares reports and legal documents.

Public Defender 4 (PD4)

- Positions at this level handle felony cases such as burglaries, drug crimes, property crimes and probation violations with limited supervision.
- May handle more complex level felonies with some guidance/direction from a higher level attorney/managing attorney.
- Has acquired sufficient knowledge and/or experience to handle an appellate caseload.
- Has knowledge and experience to prepare appellate briefs and argue cases before the Court of Appeals and Supreme Court with some direction from higher level Attorneys.
- Provides guidance and advice to lower level attorneys.
- Works independently and is able to recognize and resolve complex issues related to the caseload.
- Will attend seminars, training classes and review current professional literature to maintain and develop professional skills and knowledge.
- Drafts/reviews, proposes and prepares reports and legal documents.
- Performs related and other duties as assigned.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Note: An employee with this classification may be required to perform at a PD4, PD3, PD2 level or duties of a lower classification without additional compensation. Employee will be required to show competence in all levels PD2 through PD4.

Minimum Qualifications

PD2: Current license as an attorney issued by the New Mexico Supreme Court or eligible for limited license issued by New Mexico Supreme Court.

PD3: Current licensure as an attorney issued by the New Mexico Supreme Court or eligible for limited license issued by New Mexico Supreme Court and one (1) year of experience as a practicing attorney.

PD4: Current license as an attorney issued by the New Mexico Supreme Court or eligible for limited license issued by New Mexico Supreme Court and four (4) years of experience as a practicing attorney.

Employment Requirements

Must possess and maintain a valid driver's license.

Collective Bargaining: This position may be covered by a collective bargaining agreement and all terms/conditions of that agreement apply and must be adhered to.

Default FLSA: Exempt.

The Law Offices of the Public Defender is an Equal Opportunity Employer and does not discriminate on the basis of race, color, ancestry, national origin, sex, age, spousal affiliation, sexual orientation, gender identity, veteran status, political affiliation or religion, mental or physical disability, or serious medical condition.

This job advertisement may be used to fill multiple vacancies.

Preference may be given to multilingual applicants fluent in English and other languages.

Benefits

The State's General Services Department Risk Management Division, Employee Benefits Bureau (EBB), is responsible for the procurement and oversight of employee benefits - including Medical, Pharmacy, Dental, Vision, Short & Long Term Disability, and Life Insurance. The State's Group Benefits Plan also offers COBRA, Flexible Spending Account Programs, and an Employee Assistance Program (EAP).

Erisa Administrative Services, Inc. (Erisa) is the State's Third Party Administrator. They provide benefits administration to all plan participants, and offer knowledgeable staff to answer your questions. To learn more about the benefits available please click [HERE](#).

In addition to the benefits listed above, the Law Offices of The Public Defender offers a retirement plan and a medical program for retirees. For more information regarding the plan you can visit the following websites:

Public Employees Retirement Association of New Mexico (PERA)
(<https://www.nmpera.org/>)

New Mexico Retiree Health Care Authority (<https://www.nmrhca.org/>)

Posting Date: November 25, 2022

Expiration Date: January 1, 2023

Contact: Elizabeth Holmes
505 Marquette Ave. NW Albuquerque, New Mexico 87102 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.governmentjobs.com/careers/lopdnm>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 10012

Legal Research and Writing (REMOTE)

Smolen Law (Tulsa, Oklahoma)

Job Type: Full-time

Job Location(s): Tulsa, Oklahoma United States

Job Description: Smolen Law, PLLC, seeks an attorney with a minimum of 7 years of experience handling primarily legal research and writing, and appellate briefing at both the state and federal levels. The position will consist of providing briefing and trial support at the trial level and briefing and oral arguments in the state and federal appellate courts. This is an excellent opportunity to get hands-on experience at the appellate level. Additional responsibilities include, but are not limited to: researching legal issues arising in individual cases, with an emphasis on catastrophic tort litigation and medical malpractice, and drafting motions and related affidavits. On-site presence preferred but willing to consider hybrid/remote work arrangement for the right candidate. The candidate should possess superior writing skills. Please provide a resume and at least two writing samples.

Posting Date: November 25, 2022

Expiration Date: December 8, 2022

Contact: Donald E. Smolen, II
611 S. Detroit Ave. Tulsa, Oklahoma 74120 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: don@smolen.law

Additional Documents: Writing Sample

Additional Documents Notes: Please send a minimum of two writing samples that represent your finest work. Please feel free to send more than two if you have additional briefing that you are proud of.

Visual ID: 10193

Corporate/Mining, Oil and Gas, and Energy Associate (#719)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Salt Lake City, Utah United States

Job Description: Dorsey & Whitney LLP is seeking an associate with two to four years of experience to join our Salt Lake City office, providing support to our Regulatory Affairs Practice Group on mining, oil and gas, and energy mergers, acquisitions, joint ventures, and other transactional matters. This associate will have the opportunity to work on national and international natural resource-related transactions with teams of Dorsey lawyers located across our 20 offices with an emphasis on nationally-based energy companies, unique Canadian/U.S. commerce intersections and Asian-Pacific international markets. Dorsey's Natural Resource Practice Group enjoys a strong and frequent working relationship among a string of offices that runs from Anchorage, through Seattle, Salt Lake City, and Denver to Washington, D.C. Dorsey has decades of experience successfully completing hundreds of deals and billions in worldwide transactions. Our firm has ranked in the top 25 in U.S. M&A deals completed for over 20 years, with a solid understanding of transactions of all sizes and complexity.

Qualified candidates will have:

- Two to four years of corporate experience, including substantial mergers and acquisitions experience;
- Experience working in the business/corporate group of a large law firm;
- Experience with natural resources or energy transactions is a plus;
- Utah bar admission
- Strong communication and writing skills; and
- Top academic credentials.

Candidates with additional Nevada, Wyoming, Texas, or Idaho bar admission preferred.

Dorsey offers opportunities for advancement within a collaborative and dynamic environment, competitive salary, and excellent benefits. Our benefits include comprehensive medical, dental, and vision insurance; domestic partner benefits (for same-sex and opposite-sex domestic partners); Dorsey & Whitney 401(K) Retirement and Savings Plan; 15 weeks of paid parental leave, plus an additional 6-8 weeks of paid short-term disability for lawyers who give birth; adoption assistance; back-up child care program; education and college advising programs; well-being programs and activities; a 24/7 employee assistance program with confidential counseling; and more!

Dorsey values the strength that comes from a diverse and inclusive work environment. It contributes to the success of our people and our clients and

enriches our experience. We believe that everyone should feel at home and part of our community.

You will receive consideration for employment without regard to race, color, creed, religion, ancestry, sex, national origin, sexual orientation, gender identity, affectional preference, disability, age, marital status, familial status, status with regard to public assistance, military or veteran status, or any other legally-protected status.

Dorsey participates in E-Verify.

About Dorsey

Clients have relied on the international law firm of Dorsey & Whitney LLP since 1912 as a trusted legal advisor and valued business partner. With locations across the United States as well as Canada, Europe and Asia, Dorsey provides an integrated, dedicated approach to its clients' legal and business needs. Dorsey's diverse client base includes more than one-third of Fortune 100 companies.

Our lawyers apply superb legal knowledge and skills with practical wisdom and a deep understanding of business and industry. We serve clients in nearly all industries, but focus on six key industries in which we have excellent depth and a history of achieving client success:

- Banking and Financial Institutions
- Development and Infrastructure
- Energy & Natural Resources
- Food, Beverage & Agribusiness
- Healthcare
- Technology

Dorsey's distinguished alumni include U.S. Supreme Court Justice Harry Blackmun, noted law professor and scholar William Prosser and former U.S. Vice President Walter Mondale. Recognized for our dedication to community, Dorsey has met the ABA Law Firm Pro Bono Challenge every year since the Challenge began in 1993 by devoting more than 3% of billable hours to pro bono work.

One of our greatest strengths is a friendly, cooperative culture that values and appreciates each individual. Dorsey has received external recognition for our welcoming workplace, including:

- Mansfield Certification Plus (Diversity Lab)
- Best Law Firms for Women (National Association of Female Executives and Flex-Time Lawyers)
- 100% rating on the Corporate Equality Index (Human Rights Campaign)

- Gold Standard Certification (Women in Law Empowerment Forum)
- Adoption Advocate (Dave Thomas Foundation for Adoption)

How to Apply

Dorsey accepts online applications at <http://www.dorsey.com/attorneyjobs>. We do not accept application materials by mail or email except as a reasonable accommodation for qualified disabled applicants. Individuals who are unable to use our online process due to a disability should call 612-492-5033.

Posting Date: November 24, 2022

Expiration Date: December 31, 2022

Contact: Brianna Rod
50 South 6th Street Minneapolis, Minnesota 55402 United States

Resume Receipt: Other (see below)

How To Apply: www.dorsey.com/attorneyjobs

Visual ID: 9535

Assistant Prosecuting Attorney

Pocahontas County Prosecuting Attorney's office (Marlinton, WV)

Position Type: Full-time

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

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

Description:

The Pocahontas County Prosecuting Attorney's office is seeking an experienced assistant prosecuting attorney to begin January 2. Must be in good standing with the WV State Bar. If interested, please send resume to thelmick@court.state.wv.us.

Posting Date: November 21, 2022

Expiration Date: December 5, 2022

Contact: Terri Helmick

900 Tenth Avenue Marlinton, West Virginia 24954 United States

Resume Receipt: E-mail

Default email for resumes.: thelmick@court.state.wv.us

ID: 10269

Attorney

Lane & Young (Charleston, WV)

Position Type: Part-time

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

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

Description:

Small law firm in Charleston needs to hire an attorney part-time on an hourly basis to work remotely primarily to prepare contracts and agreements. Need significant experience in preparing various type of contracts and agreements.

Contact Gordon Lane at 304-345-6000

glane@laneyounglaw.com

Posting Date: November 21, 2022

Expiration Date: December 30, 2022

Contact: Mr. Gordan C. Lane, Esq.

Attorney

1538 Kanawha Boulevard, East Charleston, West Virginia 25311

United States

Resume Receipt: E-mail

Default email for resumes.: glane@laneyounglaw.com

ID: 10271

Law Clerk

The Fayette County Court of Common Pleas (Uniontown, PA)

Position Type: Full-time

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

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

Description:

The Fayette County Court of Common Pleas, Uniontown, PA will soon have a position available for a full-time law clerk, a law school graduate.

The duties of a law clerk include drafting opinions and orders. The position also offers the opportunity to observe civil and criminal trials and the practical aspects of Pennsylvania law.

The law clerk is requested to commit for a period of not less than one year. Applicants can submit a resume by fax: (724) 430-1001, email: kkuhn@faycopa.org or by mail at the below listed address.

Posting Date: November 21, 2022

Expiration Date: December 30, 2022

Contact: Ms. Karen M. Kuhn
District Court Administrator
61 East Main Street Uniontown, Pennsylvania 15401 United States

Resume Receipt: Other (see below)

How to Apply: [emailto:kkuhn@faycopa.org](mailto:kkuhn@faycopa.org) or fax to 724-430-1001 or mail to 61 E Main Street Uniontown, PA 15401

ID: 10272

Environmental and Natural Resources Law Associate | Phoenix

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s): Phoenix, Arizona United States

Job Description:

We are seeking to hire two attorneys with 2-5 years of litigation or transactional experience and with particular expertise or interest in environmental and natural resources law. The firm's Environment and Natural Resources practice group represents clients at a regional and national level on a full spectrum of environmental issues ranging from permitting, compliance and enforcement to redevelopment and sustainable development projects. Our attorneys litigate traditional environmental matters and advise clients on emerging and evolving environmental opportunities and obligations. Group members also provide environmental counsel to the firm's transactional practices. Qualified candidates will have outstanding academic credentials and communication skills, both oral and written. This is an excellent opportunity to join a sophisticated environmental practice and work in a dynamic, expanding and team-oriented atmosphere while enjoying the benefits and resources of a national law firm. Active bar license in AZ preferred.

Ballard Spahr LLP is a more than 600 lawyer firm with 15 offices across the U.S. and is committed to ensuring diversity in its workplace, and candidates from diverse backgrounds are strongly encouraged to apply.

Ballard Spahr offers an excellent benefits package which includes medical, prescription drug, dental and vision coverage; life insurance, short and long-term disability; 401(k) retirement savings plan; and a generous paid time off program. Additional benefits provided are health care and dependent care flexible spending accounts, and a health savings account; firm subsidized emergency child and elder care services; family and medical leave; employee assistance program; and a pre-tax transportation program.

The health, safety and well-being of our Ballard community is a top priority. Therefore, all lawyers and staff are required to be fully vaccinated as a condition of employment. We believe this is the most prudent position to take in order to meet our obligation to provide as safe of a workplace as possible. The firm will provide exemptions and accommodations for medical and religious reasons consistent with applicable law.

Physical Requirements:

- Ability to sit for long periods of time. Ability to communicate verbally and in writing. Push, pull and lift up to 40 pounds. Intermittent standing, walking, bending and stooping. Typing ability for the use of a personal computer.

- The physical requirements described here are representative of those that must be met by an employee to successfully perform the functions

of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary functions.

This Job Description describes the general content and requirements for the position. It is not an exhaustive statement of the essential functions, responsibilities, or requirements of the job; they may change from time to time and are dictated by the needs of the firm and the managers to whom the employee will report. Employment is at will. Ballard Spahr may change the functions and responsibilities of the position at any time, and it may reassign the employee to another department in its sole discretion.

Posting Date: November 19, 2022

Expiration Date: December 26, 2022

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

Resume Receipt: Other (see below)

How To Apply: <https://selfapply.ballardspahr.com/viRecruitSelfApply/ReDefault.aspx?FilterREID=1&FilterJobCategoryID=4&FilterJobID=639>

Additional Documents: Unofficial Transcript

Visual ID: 9519

Public Defender 5 (Felony Division) - Albuquerque, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

Job Location(s):

Albuquerque, New Mexico United States

Job Description:

Objectives Summary

Our department offers flexible work opportunities, including teleworking (a.k.a. working from home) and work schedules outside the typical 8 am to 5 pm schedule. Applicants selected for a position are encouraged to discuss these options with the hiring manager early in the hiring process to ensure the specifics of any terms and conditions of an approved flexible work arrangement are clearly understood.

For more information on living in Albuquerque, [click here](#).

Provide professional legal services representing juvenile and adult indigent clients, handle highly complex appeals or serve as lead counsel for serious violent felony or appeals and other highly complex litigation cases.

Essential Functions

Public Defender 5:

- Positions at this level handle all levels of criminal cases and legal matters including the most complex felonies, including high profile cases, such as capital cases.
- Can act with independence with little guidance.
- Has acquired sufficient knowledge and experience to handle an appellate caseload.
- Has knowledge and experience to prepare appellate briefs and argue cases before the Court of Appeals and for Supreme Court.
- Incumbents in positions at this level are recognized as an expert in one or more areas of criminal law.
- Positions at this level may also provide supervision from a lead work perspective to attorneys at lower levels and conduct in-house training for attorneys.
- Works independently and is able to recognize and resolve complex issues related to the caseload.
- Provide input to the performance review and development of attorneys at lower levels.
- Provides key input into the development of policies and procedures for the assigned organization unit and/or program.
- Trains, coordinates and advises less experienced public defender attorneys to include co-counseling.
- Conducts legal research/analysis of laws, precedents, legal issues, procedural rules, in preparation of cases.
- Reviews and investigates client cases to determine legal position and propose legal strategy.
- Prepares for litigation and appeal through initiation of legal documents, review of case information, obtaining evidence, conducting interviews, preparation of witnesses to testify.
- Researches changes in laws, legislation, rules court decisions, case precedents, to determine/ anticipate legal problems and propose resolutions.
- Drafts/reviews, proposes and prepares reports, memoranda in opposition, briefs, legal documents, motions, correspondence, and appeals for clients.

- Counsels and advises clients on cases such as pleadings, arraignments, trials, appeals.
- Represents the client in legal matters, such as motions, hearings, litigation and appeals.
- Explains, interprets and keeps client informed on changes in law, court decisions, legal issues and problems.
- Attends seminars, training classes and reviews current professional literature to maintain and develop professional skill and knowledge.
- Conducts plea bargaining with District Attorneys and other parties to establish agreements to resolve cases.
- Follows through on case by ensuring client release, client payments.
- Performs related work as required.
- Depending on location: may assist with (CLIP) program or coordinate volunteer/intern/extern programs.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Note: An employee with this classification may be required to perform at a PD5 level or duties of a lower classification without additional compensation. Employee will be required to show competence in all levels PD2 through PD5.

Minimum Qualifications

Current license as an attorney issued by the New Mexico Supreme Court or eligible for limited license issued by New Mexico Supreme Court and four (4) years of criminal law experience as a practicing attorney.

Employment Requirements

Must possess and maintain a valid driver's license.

Collective Bargaining: This position may be covered by a collective bargaining agreement and all terms/conditions of that agreement apply and must be adhered to.

Default FLSA: Exempt.

The Law Offices of the Public Defender is an Equal Opportunity Employer and does not discriminate on the basis of race, color, ancestry, national origin, sex, age, spousal affiliation, sexual orientation, gender identity, veteran status, political affiliation or religion, mental or physical disability, or serious medical condition.

This job advertisement may be used to fill multiple vacancies.

Preference may be given to multilingual applicants fluent in English and other languages.

Benefits

The State's General Services Department Risk Management Division, Employee Benefits Bureau (EBB), is responsible for the procurement and oversight of employee benefits - including Medical, Pharmacy, Dental, Vision, Short & Long Term Disability, and Life Insurance. The State's Group Benefits Plan also offers COBRA, Flexible Spending Account Programs, and an Employee Assistance Program (EAP).

Erisa Administrative Services, Inc. (Erisa) is the State's Third Party Administrator. They provide benefits administration to all plan participants, and offer knowledgeable staff to answer your questions. To learn more about the benefits available please click [HERE](#).

Posting Date: November 19, 2022

Expiration Date: December 26, 2022

Contact: Elizabeth Holmes
505 Marquette Ave. NW Albuquerque, New Mexico 87102 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.governmentjobs.com/careers/lopdnm>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9521

ASSISTANT FEDERAL PUBLIC DEFENDER - ERIE, PA

The Federal Public Defender's Office for the Western District of Pennsylvania
(Pittsburgh, PA)

Position Type: Full-time

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

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

Description:

POSITION ANNOUNCEMENT # 2023-02

ASSISTANT FEDERAL PUBLIC DEFENDER - ERIE, PA

Posted: October 31, 2022

Closes: December 12, 2022

The Federal Public Defender for the Western District of Pennsylvania is accepting

applications for an experienced trial attorney to serve as an Assistant Federal Public

Defender (AFPD) in its Erie branch office. The position primarily involves legal

representation of indigent persons charged with criminal offenses in the United States

District Court, though the position may also require providing representation to

individuals in federal habeas corpus proceedings.

Job Description: The AFPD will advocate for our clients charged with criminal

offenses or involved in post-conviction proceedings in the United States District Court for

the Western District of Pennsylvania and the United States Court of Appeals for the

Third Circuit. The position requires managing cases at various stages of litigation;

preparing pleadings, briefs, and motions; appearing on behalf of clients in court hearings

and at other related proceedings; developing litigation strategies; meeting with clients,

experts, witnesses, and family members; and performing other duties as assigned. The

AFPD will work to uphold every person's right to be presumed innocent; receive a

vigorous defense; and, if convicted, receive a fair sentence. They will advocate for

humane sentences by collaborating with teams of investigators, paralegals, social

workers, and other staff to develop mitigation evidence and to present judges with fully

developed views of our clients and their lives, not merely their charges. This position requires some travel throughout our district and

occasional out-of-district

travel. At the discretion of the Defender, the AFPD in the Erie Branch office may also be

assigned to cases in the Pittsburgh division. Once hired, the applicant will have the

option to work from home two days per week at the discretion of the Defender; however,

such a schedule is not always possible given the in-person responsibilities of the position.

Whether working remotely or from the Erie FPD office, the AFPD must be available to

appear in the district court in Erie when clients are presented upon arrest.

Requirements and Qualifications. The successful applicant must be a graduate from an accredited law school and a member in good standing of a state bar and have an established capacity or clearly demonstrated aptitude for excellence in criminal defense practice, a commitment to the representation of indigent accused persons, and a reputation for personal and professional integrity. Applicants must also possess the ability to communicate effectively with clients, witnesses, colleagues, staff, court and agency personnel as part of their employment. Trial experience, as well as excellent research, writing and oral advocacy skills, are required. The applicant should be prepared to immediately undertake the representation of clients in serious criminal cases and have a working knowledge of the United States Sentencing Guidelines. The ability to manage a heavy caseload, travel and work flexible hours are essential for the position, as are effective organizational skills and the ability to work in a team environment. Applicants must be fully vaccinated against COVID-19. Federal Public Defender attorneys may not engage in the private practice of law. The successful candidate will be subject to a general background check and IRS tax check procedure as a condition of employment.

Salary and Benefits. This is a full-time position. Salary is based on federal pay schedules and is commensurate with experience. Benefits include health, supplemental dental/vision benefits, long-term care, and life insurance, as well as 11 paid federal holidays, 13 days of paid sick leave, and 13 days of paid vacation leave annually. (The rate of paid vacation leave increases to 20 days after three years.) FPD staff can opt to participate in a pre-tax Health, Dependent Care, and Commuter Reimbursement programs. The position is covered by the Federal Employees Retirement System (FERS), including the Thrift Savings Plan (TSP), which matches up to 5% of employee contributions, up to a cap. Salary is paid every other week and is subject to mandatory direct deposit.

Commitment to Diversity, Equity and Inclusion. Our office values diversity, is committed to equity and inclusion, and aspires to create a culture of mutual respect, collaboration, openness, and humility that honors the people we represent. We believe representation is better when members of the defense team have diverse backgrounds and experiences. We seek a lawyer who shares this belief and commitment. We embrace the unique contributions our employees can bring to the FPDO because of their backgrounds, social identities, and lived experiences. We are interested

in applicants' talent, intelligence, dedication, and persistence, and desire to see that all people are treated fairly and respectfully. The FPD seeks applications from a diverse group of qualified individuals in terms of race, ethnicity, nation of origin, culture, sex, gender identity and expression, sexual identity, education, opinions, age, languages spoken, veteran status, disability, religion, and socioeconomic circumstance. We especially encourage applications from members of the BIPOC community, people affected by the criminal legal system, and people from other underrepresented and historically marginalized groups. Application Information. Qualified applicants should apply by submitting a letter of interest, a current and detailed resume, and a writing sample in one Adobe Acrobat document to paw_employment@fd.org using the subject line A2023-02." This Office is an Equal Opportunity Employer. One or more positions may be filled from this announcement. Only those candidates selected for an interview will be contacted. No telephone calls, please.

Posting Date: November 18, 2022

Expiration Date: December 12, 2023

Contact: Ms Lisa B. Freeland
Federal Public Defender
1500 Liberty Center 1001 Liberty Avenue Pittsburgh, Pennsylvania
15222 United States

Resume Receipt: Other (see below)

How to Apply: Application Information. Qualified applicants should apply by submitting a letter of interest, a current and detailed resume, and a writing sample in one Adobe Acrobat document to paw_employment@fd.org using the subject line A2023-02."

Additional Documents: Cover Letter, Writing Sample

ID: 10263

Executive Director

New Mexico Legal Aid, Inc. (Albuquerque, NM)

Position Type: Full-time

Geographic Preference: Southwest (AZ, NM)

Job Location(s): Albuquerque, New Mexico (United States)

Description:

New Mexico Legal Aid (NMLA) Seeks Executive Director

NMLA seeks an Executive Director to lead this nationally recognized, statewide civil legal aid organization as we begin a new chapter. NMLA has a staff of 107 (including 61 attorneys) eleven offices and an annual budget of approximately \$12 million. This is an exciting opportunity for an attorney leader with vision and creativity to build on the solid base that exists within NMLA.

Why New Mexico Legal Aid?

New Mexico Legal Aid works to secure justice for low-income populations throughout the state, including Native American and migrant populations. NMLA's mission is to be the voice, defender and advocate for low-income people seeking justice in all civil forums, particularly in the communities in which they live. NMLA is committed to helping low-income people in their struggle to access food, shelter, security and to preserve their unique cultural heritages.

- NMLA is one of New Mexico's largest law firms.
- Nearly 25% of the state's residents (approximately 500,000 people) are eligible for services.
- Over the past four years, NMLA has closed 18,600 cases statewide. Approximately 68% of all NMLA cases during the past four years originated in the State's urban areas. The remaining 32% of cases came from rural and tribal communities throughout the State.
- NMLA's 2022 priorities include: 1) family law, especially cases involving domestic violence; 2) access to affordable housing; 3) access to and retention of public benefits; (4) access to quality health care; (5) employment and consumer problems; and (6) civil rights issues. In addition, NMLA gives special focus to land, acequia and water rights issues; federal and tribal legal issues affecting Native Americans; cases involving migrant farmworker rights; and low-income tax issues.
- Through community outreach, videoconferencing and a centralized telephone and online intake system, NMLA strives to serve clients regardless of their distance from physical offices.
- NMLA provides community outreach and online information to potential clients, their families and local community leaders in person and through the program's website: www.newmexicolegaiaid.org The site is currently being redesigned.
- The Leadership Team supporting the Director includes the Litigation Director, Chief Financial Officer, Communications Director, Grants Administration Director and Statewide Intake, Referral and Advice Unit Manager.

- The position offers the opportunity to do Justice work in an inviting and beautiful place with a committed and dedicated staff.

Why New Mexico?

- Lots of blue, clear skies and sun throughout the four seasons each year;
- Clean air and water with ecological values embodied in public policy;
- Wide-open spaces to explore, including great historical monuments and national parks;
- Progressive, people-centered politics;
- Responsive Judiciary;
- Protection of a woman's right to choose;
- Intellectual and cultural opportunities to explore and be inspired by, while living in and being exposed to a multi-cultural society; and
- Spaces and time for quiet reflection on life and one's life goals.

High Priority Roles and Responsibilities for the next Executive Director:

- Be a passionate and articulate voice for an expansive view of what legal aid can be for all economically disadvantaged people, including Native American and migrant communities, low-wage workers, low-income tenants, and the LGBTQ+ community by providing access to justice to eligible clients;

Ensure the organization's financial health and stability by developing and maintaining sound financial planning and management systems, including preparation of budgets and oversight of financial systems and controls;

Develop trust and enhance program morale (Staff and Board) through personal contact with staff at all levels, and transparency in providing regular communication on issues of importance to Staff, Board and Clients;

- Lead NMLA in developing a new strategic plan that will shape administrative systems and define job responsibilities to best support NMLA's growth, address the changing nature of the work environment, articulate the desired balance of systemic impact work and high-quality individual client assistance and enhance organizational unity post-COVID;

- Foster diversity, equity and inclusion throughout NMLA including Staff and Board, and a culture that promotes mutual respect, equity, inclusion, and teamwork for Clients, Board and Staff.

Ensure the long-term sustainability of NMLA through on-going careful cultivation of legislative support for NMLA funding, pursuit of new state and federal grants, and development of additional financial resources needed to sustain and grow NMLA;

Serve as an effective ambassador for NMLA, by nurturing collaborative relationships with funders, legislators and executive branch officials, private bar and judicial leaders, private donors, and business and civic organizations throughout the state;

- Maintain and grow an effective communications program

designed to continually enhance NMLA's profile with client communities, the legal community and the public at large;

- Provide leadership and nurture the values of NMLA, including a holistic view of client services, ease of access for new clients, prioritization of strategies that treat the cause of legal problems, and focus on issues that need systemic advocacy.

Desired Qualification of the Successful Executive Director Candidate:

- Be a licensed attorney in good standing, with significant legal experience, eligible for admission to the New Mexico Bar in a reasonable period of time;

- Demonstrate knowledge of the laws and issues affecting low-income people and a passion for social, economic and racial justice;

- Possess demonstrated and exceptional leadership and administrative skills and have substantial experience in the following areas:

- o The practice of law, public interest preferred;
- o Managing and supervising in a successful legal services organization, law firm, corporate law department, branch of a court system, relevant government agency or nonprofit;
- o Working collegially and effectively with a unionized workforce; and
- o Experience working with an engaged Board of Directors in the successful performance of its duties;

Have grant writing and/or fundraising experience;

- Have knowledge of the Legal Services Corporation and state regulatory systems that apply to NMLA;

Understand financial matters, including development of budgets, compliance with grant and contract requirements, and financial oversight;

Be skilled at managing scarce resources and allocating resources appropriately;

Have the ability to think strategically and creatively;

Support the role of technology in client services and organizational efficiency;

Exhibit excellent communication skills and the ability to inspire the trust and confidence of the Staff, Board members, Client communities, and other stakeholders and allies, including the will and ability to engage in difficult conversations as circumstances may dictate;

Champion diversity, equity and inclusion, and be culturally informed and sensitive;

Have experience in building a team environment, encouraging professional development of staff, and supporting staff in the program's work;

- Experience working with organizations and individuals with diverse perspectives, including Staff, Board, the public, elected and appointed officials, and Clients;

- Possess personal attributes including professionalism, integrity, the ability to engender confidence and trust, honesty, a strong work ethic, a sense of humor, empathy, courage, a collaborative spirit, and an openness to diverse voices equal to the challenges of this demanding position;

- Bilingual abilities, especially Spanish, is a plus; and

· Be willing to relocate to the Albuquerque Metro area and to travel periodically throughout New Mexico.

Application Process

NMLA is assisted in its search for a new Executive Director by:

Dennis Groenenboom, Consultant
Management Information Exchange
105 Chauncy St., Fl 6, Ste 3
Boston, MA 02111

Materials should be submitted electronically to dgroenenboom4@gmail.com in Microsoft Word or PDF format. Candidates with questions about the position or process are encouraged to contact Dennis at the email address above or at 515-537-4242.

Screening of applicants begins immediately and will continue until the time of selection. To receive full consideration, you are encouraged to submit your application materials by December 5, 2022. Please submit a letter expressing your interest in the position, your qualifications for the job, bar status, and what you hope to contribute to the organization's future. Please include a resume/CV and the names and contact information for three professional references.

Salary depends on experience based on a competitive public interest salary scale. Benefits include a generous leave policy, excellent family health insurance, life & disability insurance, a 403(b) plan and the camaraderie of a team of committed advocates for social, racial, and economic justice.

NMLA is an Equal Opportunity Employer.

For further information about New Mexico Legal Aid visit:
www.newmexicolegalaid.org

10-27-2022

Posting Date: November 18, 2022

Expiration Date: December 5, 2022

Contact: Lisa Sams
Human Resources Administrator
505 Marquette NW, Suite 700 87102 P.O. Box 25486 Albuquerque, New Mexico 87125-5486 United States

Resume Receipt: Other (see below)

How to Apply: NMLA is assisted in its search for a new Executive Director by:
Dennis Groenenboom, Consultant
Management Information Exchange
105 Chauncy St., Fl 6, Ste 3
Boston, MA 02111
Materials should be submitted electronically to dgroenenboom4@gmail.com in Microsoft Word or PDF format. Candidates with questions about the position or process are

encouraged to contact Dennis at the email address above or at 515-537-4242.

Additional Documents: Cover Letter

ID: 10264

Legal Aid Employment Law Staff Attorney

Community Legal Aid (Worcester, MA)

Job Type: Full-time

Job Location(s):

Springfield, Massachusetts United States

Job Description:

Community Legal Aid (CLA) is the non-profit legal services program providing free civil legal assistance to low-income and elderly residents of central and western Mass. CLA has over 140 dedicated, talented staff working across multiple offices. Our core work includes effective client-centered advocacy and robust outreach to and partnerships with our client communities.

CLA seeks a staff attorney to work in its Employment Law Unit. The attorney will be based in CLA's Springfield office and will focus on handling unemployment cases and cases involving wage and hour issues, leave issues, and employment discrimination. In addition to representing individual clients, the attorney will engage in community outreach and education, and will work closely with community partners.

QUALIFICATIONS: Admission to Massachusetts Bar, or eligible to sit for next Massachusetts Bar examination, or entitled to practice under a Massachusetts practice rule required. Fluency in Spanish preferred, as is experience in poverty or employment law. Excellent oral and written communication skills. A demonstrated dedication to social justice and commitment to working with low-income communities. Third-year law students, recent law graduates, and more experienced attorneys are all welcome to apply.

COMPENSATION: The starting salary for this position is \$62,500, which is based on a union scale and adjusted upward depending on experience. CLA offers a very generous benefits package that includes 401(k) with employer-paid contribution; low-cost health insurance (medical, dental, and vision) for employees and their dependents; malpractice insurance; paid leave (4 weeks vacation, 3 personal days, 12 sick days, and 13 holidays); and relocation stipend.

CLA is an Equal Opportunity Employer and strives to ensure that our staff members reflect the diversity of the communities we serve. CLA encourages applicants from a broad range of backgrounds and experiences.

CLA has a hybrid workplace and requires all employees to be fully vaccinated or undergo weekly testing.

Posting Date: November 18, 2022

Expiration Date: December 25, 2022

Contact: Alicia Vaughan
405 Main Street Worcester, Massachusetts 01608 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: jobs@cla-ma.org

Additional Documents: Cover Letter

Visual ID: 10267

Multiple Positions

U.S. Department of Justice

Position Type: Full-time

Job Location(s): , Nationwide (United States)

Description:

As the federal agency whose mission is to ensure the fair and impartial administration of justice for all Americans, the Department of Justice is committed to fostering a diverse and inclusive work environment. To build and retain a workforce that reflects the diverse experiences and perspectives of the American people, we welcome applicants from the many communities, identities, races, ethnicities, backgrounds, abilities, religions, and cultures of the United States who share our commitment to public service. We welcome applications from candidates who are interested in positively contributing to Justice and hope that you will consider joining the dedicated public servants at the Department of Justice. To learn more about Justice and our legal careers, please visit our website at <https://www.justice.gov/legal-careers>.

ATTORNEY VACANCIES & VOLUNTEER LEGAL INTERNSHIPS

Hiring Organization

Job Title

State

Posted/ Updated

USAO District of Colorado

Attorney - TERM

Colorado

November 17, 2022

Office of Legal Policy (OLP)

Attorney

District of Columbia

November 16, 2022

Criminal Division (CRM)

Trial Attorney (International Unit)

District of Columbia

November 16, 2022

Criminal Division (CRM)

Assistant United States Attorney

New Mexico

November 16, 2022

Federal Bureau of Investigation (FBI)

Regional Employment Litigation Attorney

District of Columbia

November 16, 2022

Federal Bureau of Investigation (FBI)

Discovery, Oversight and Congressional Counsel Attorney

District of Columbia

November 16, 2022

USAO Northern District of West Virginia

Law Student Volunteer

West Virginia

November 16, 2022

USAO Eastern District of Virginia

Law Student Volunteer

Virginia

November 16, 2022

Executive Office for Immigration Review (EOIR)

Law Student Volunteer, Summer 2023

Virginia

November 16, 2022

USAO Eastern District of Michigan
Student Volunteer-Law
Michigan
November 16, 2022
Office of Justice Programs (OJP)
Law Student Volunteer (Academic Year 2023/2024)
District of Columbia
November 15, 2022
Executive Office for Immigration Review (EOIR)
Law Student Volunteer, Summer 2023
Arizona
November 15, 2022
Office of Justice Programs (OJP)
Law Student Volunteer (Summer 2023)
District of Columbia
November 15, 2022
Office of Justice Programs (OJP)
Law Student Volunteer (Fall 2023)
District of Columbia
November 15, 2022
Office of Justice Programs (OJP)
Law Student Volunteer (Summer 2023)
District of Columbia
November 15, 2022
USAO Central District of California
Assistant United States Attorney - Criminal and National Security
California
November 15, 2022
USAO Central District of California
Assistant United States Attorney - Civil Division
California
November 15, 2022
USAO Central District of California
Assistant United States Attorney - Criminal Appeals
California
November 15, 2022
USAO Central District of California
Assistant United States Attorney - Santa Ana Branch
California
November 15, 2022
USAO Central District of California
Assistant United States Attorney - Riverside Branch
California
November 15, 2022
USAO Central District of California
Assistant United States Attorney - Asset Forfeiture and Recovery Section
California
November 15, 2022
Criminal Division (CRM)
Intermittent Legal Advisor, Panama City

November 15, 2022
USAO Central District of California
Assistant United States Attorney - Civil Fraud
California
November 15, 2022
Civil Division (CIV)
Supervisory Trial Attorney (Assistant Director – Criminal Consumer Fraud)
District of Columbia
November 15, 2022
Civil Division (CIV)
Supervisory Trial Attorney (Assistant Director – Civil Affirmative)

District of Columbia
November 15, 2022
ATTORNEY VACANCIES & VOLUNTEER LEGAL INTERNSHIPS
Hiring Organization
Job Title
State
Posted/ Updated
Executive Office for Immigration Review (EOIR)
Immigration Judge

November 15, 2022
Environment and Natural Resources Division (ENRD)
Deputy Chief
District of Columbia
November 14, 2022
USAO Southern District of West Virginia
Law Student Volunteer
West Virginia
November 14, 2022
USAO District of Kansas
Assistant United States Attorney
Kansas
November 14, 2022
USAO Western District of Michigan
Summer 2023 Volunteer Legal Internship
Michigan
November 10, 2022
National Security Division (NSD)
Attorney Advisor-Deputy Unit Chief
District of Columbia
November 10, 2022
USAO Eastern District of Missouri
Assistant United States Attorney
Missouri
November 10, 2022

Posting Date: November 18, 2022

Expiration Date: December 30, 2022

Contact: Human Resources
United States

Resume Receipt: Other (see below)

How to Apply: <https://www.justice.gov/legal-careers>

ID: 10265

Assistant Attorney General-Solicitor General Division

Office of the WV Attorney General

Job Type: Full-time

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

Job Description:

Attorneys – Solicitor General Division: The West Virginia Attorney General's Office is accepting applications for mid- and senior-level positions in the Solicitor General's group. Excellent writing skills required; clerkship and appellate/administrative law litigation experience preferred. Must have an active West Virginia bar license or be eligible for state bar membership, and candidates should have 3+ years litigation experience (including clerkship(s)). Positions are based out of Charleston.

As the SG oversees all civil and criminal appeals involving the State of West Virginia, the SG group's appellate-heavy docket spans all practice areas across the Office. The group also works on statewide and national matters involving federalism, matters of first impression, and other significant issues for the State. Attorneys in the SG group gain significant appellate, administrative, and general litigation experience. The group practices at all levels in state and federal courts, including before the U.S. Supreme Court. Attorneys can expect oral argument experience in the West Virginia Supreme Court of Appeals, as well as some federal court opportunities. The group is a small team, with all attorneys contributing at highly substantive levels. Responsibilities include primary drafting for appellate briefs, dispositive motions, and administrative comments; drafting Attorney General opinions; and researching and providing strategic advice on high-profile matters to the Attorney General and other constitutional officers. More senior positions include editing responsibility and helping to develop and drive litigation strategy.

Applicants should submit a cover letter, resume, list of references, and two writing samples (not edited by others or with a note explaining extent of edits) to jobs@wvago.gov with "Assistant Solicitor General" in the subject line.

Posting Date: November 17, 2022

Expiration Date: December 23, 2022

Contact: Lori Sovel
Director of Human Resources
1900 Kanawha Blvd., East State Capitol, Building 1, Room E-26 Charleston, West Virginia 25305 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample, Other Documents

Additional Documents Notes: Cover letter/resume/2 writing samples/3 professional references

Visual ID: 10255

Assistant Director of Career Services - Penn State Law

Penn State Law (University Park, PA)

Position Type: Full-time

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

Job Location(s): University Park, Pennsylvania (United States)

Description:

Assistant Director of Career Services - Penn State Law

locations

Penn State University Park

time type

Full time

posted on

Posted 20 Days Ago

job requisition id

REQ_0000037345

APPLICATION INSTRUCTIONS:

CURRENT PENN STATE EMPLOYEE (faculty, staff, technical service, or student), please login to Workday to complete the internal application process. Please do not apply here, apply internally through Workday.

CURRENT PENN STATE STUDENT (not employed previously at the university) and seeking employment with Penn State, please login to Workday to complete the student application process. Please do not apply here, apply internally through Workday.

If you are NOT a current employee or student, please click "Apply" and complete the application process for external applicants.

JOB DESCRIPTION AND POSITION REQUIREMENTS:

Penn State Law in University Park's Office of Career Services is seeking an Assistant Director. This position will provide career counseling, job search strategy, and professional development support to students and alumni.

The successful candidate will have a minimum of 5 years of experience in a legal or quasi-legal role, as a career counselor/coach primarily supporting graduate students, or as a recruiter/talent management professional. We are seeking an accomplished professional who can empower and prepare law students to successfully navigate the career opportunities available to JDs.

The successful candidate's portfolio will include:

Individual career counseling including resume and cover letter review, and interview preparation

Coaching students on seeking and identifying job opportunities,

networking, and applying for jobs
Providing counseling on a wide variety of career-related topics including self-assessment, career trajectory, and exploration of practice areas
Developing and delivering a variety of career-related programming including career exploration programs, job search preparation (including advanced resume/cover letter development, interview prep, and job search resources), professional development, and networking events.
Helping students identify and leverage resources and networks to connect with potential contacts to gain career insights and expand professional networks
Coordinating, publicizing, and directing applications to various government programs including Honors Programs, Presidential Management Fellows, and judicial clerkships
Collaborating on the development and compilation of resource and reference materials for students including sample job search materials, how-to-guides, timelines, FAQs, and more
Assisting in the collection of employment data from current and recently graduated students for various external and internal reports
And other responsibilities as assigned

Strong candidates will demonstrate first-hand knowledge of effective career coaching and knowledge of the employment landscape, knowledge of best practices in professional development, and excellent written and verbal communication skills. Preference will be given to knowledge of the public sector and government legal markets. Evidence of a significant professional network and contributions to the profession are strongly desired. Other desired qualities include problem-solving, organization, planning, follow-through, attention to detail, confidence, and self-possession.

Education and Experience:

A Master's Degree is required or a Juris Doctor degree from an ABA-approved law school and legal practice experience is preferred. Experience in career coaching/counseling, training, supervising, and evaluating professional development is strongly preferred. Demonstrated support of DEI initiatives and cultural competence is required. Judicial Clerkship experience is a plus.

Diverse candidates are encouraged to apply. The Pennsylvania State University is committed to and accountable for advancing diversity, equity, inclusion, and sustainability in all of its forms. We embrace individual uniqueness, foster a culture of inclusion that supports both broad and specific diversity initiatives, leverage the educational and institutional benefits of diversity in society and nature, and engage all individuals to help them thrive. We value inclusion as a core strength and an essential element of our public service mission.

Additional Information:

Applicants should expect that while some remote work is possible, their presence will be required in University Park on a regular basis.

Please submit a resume and cover letter to apply. Candidates who do not submit a cover letter will not be considered.

To obtain additional information about Penn State Law, please visit <https://pennstatelaw.psu.edu/>.

CAMPUS SECURITY CRIME STATISTICS:

Pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Pennsylvania Act of 1988, Penn State publishes a combined Annual Security and Annual Fire Safety Report (ASR). The ASR includes crime statistics and institutional policies concerning campus security, such as those concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. The ASR is available for review here.

Employment with the University will require successful completion of background check(s) in accordance with University policies.

EEO IS THE LAW

Penn State is an equal opportunity, affirmative action employer, and is committed to providing employment opportunities to all qualified applications without regards to race, color, religion, age, sex, sexual orientation, gender identify, national origin, disability or protected veteran status. If you are unable to use our online application process due to an impairment or disability, please contact 814-865-1473.

Federal Contractors Labor Law Poster

PA State Labor Law Poster

Penn State Covid-19 Vaccination or Testing Requirements

Penn State is committed to the health of our local and global communities. As a condition of employment, all employees are required to comply with COVID-19 vaccination or testing requirements. Click on Penn State Covid-19 Vaccination or Testing Requirements to learn about the requirements as well as general COVID-19 information at Penn State.

Posting Date: November 17, 2022

Expiration Date: December 30, 2022

Contact: Randolph Reliford
Assistant Dean for Career Services
307D Lewis Katz Building University Park, Pennsylvania 16802 United States

Resume Receipt: Other (see below)

How to Apply: <https://pennstatelaw.psu.edu/>

Additional Documents: Cover Letter

Attorney

Southwest Virginia Legal Aid Society, Inc

Position Type: Full-time

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

Job Location(s): Marion, Virginia (United States)

Description:

ATTORNEY POSITION AVAILABLE!

For Immediate Hire: SVLAS is seeking to hire a licensed attorney in our Marion office. As

Virginia's oldest rural legal aid organization, we provide free, high quality civil legal services to low-income people in seventeen counties and four cities.

Salary range is \$60,000 or higher, DOE and other factors. SVLAS provides excellent fringe benefits

including health insurance, retirement, generous leave, and training expenses. Student

loan repayment assistance is available depending on your eligibility. We are an Equal Opportunity

Employer.

To find out more about this position, and instructions for how to apply, please visit our

website: www.svlas.org and click on EMPLOYMENT.

Posting Date: November 17, 2022

Expiration Date: December 30, 2022

Contact: Joseph Carico

Executive Director

227 West Cherry Street Marion, Virginia 24354 United States

Resume Receipt: Other (see below)

How to Apply: <http://www.svlas.org/> and click on EMPLOYMENT

ID: 10258

Bolton Caldwell Fellowship-Solicitor General Division

Office of the WV Attorney General

Job Type: Full-time

Job Location(s):

Charleston, West Virginia United States

Job Description:

A. Bolton Caldwell Fellowship – Solicitor General

Division: The West Virginia Attorney General's Office welcomes applications from recent law school graduates (graduation years 2017-2022) for a fellowship in the Solicitor General's group.

The Position

Fellows will serve 2-year or 1-year full-time terms based on interest and the Office's needs. Anticipated start dates in early 2023. All fellowship positions are based out of scenic Charleston.

Excellent research and writing skills are required. Although we encourage all qualifying candidates to apply, we are particularly interested in seeing applicants with:

- Federal or state clerkship experience
- Substantive experience in appellate or administrative law, whether in public or private practice
- Excellent law school grades
- Membership on a law review or journal; or
- Participation in moot court, mock trial, or similar law school advocacy programs.

The fellowship program is designed for lawyers interested in gaining substantive appellate litigation experience in a practice group focused on federalism and the role of state litigants in state and federal courts. Primary responsibilities will include drafting appellate party and amicus briefs, dispositive motions, and administrative comments; drafting Attorney General Opinions; and researching and providing strategic advice on high-profile matters to the Attorney General and other constitutional officers. The fellowship may also involve oral argument opportunities in the Supreme Court of Appeals of West Virginia, as well as formal and informal training opportunities throughout the fellowship.

The Solicitor General Group

The SG group focuses heavily on national matters involving constitutional law, statutory interpretation, administrative overreach, and other significant issues for the State. Recently, for example, the group won a 6-3 victory checking the Environmental Protection Agency's overreach in a landmark case before the Supreme Court (West Virginia v. EPA), and successfully defended one of the country's most expansive school-choice programs in the State's supreme court (West Virginia v. Beaver).

As the SG oversees all appeals involving the State of West Virginia and state officers, the group also works closely

with lawyers across the entire Office. Its docket spans a variety of subject areas, both civil and criminal. The group practices at all levels in state and federal courts, including before the U.S. Supreme Court, and attorneys take significant responsibility for their matters and contribute at highly substantive levels. Fellows can expect similar appellate, administrative, and general litigation opportunities as they work with the Attorney General, SG, and other members of the SG group.

The Application Process

Applicants should submit their resume, two writing samples, three professional references, and a cover letter to jobs@wvago.gov no later than January 3, 2023. The subject should indicate "Bolton Fellowship".

A. Bolton Caldwell was a true Mountaineer and champion of the rule of law. He served as West Virginia's first and fifth Attorney General. A graduate of Harvard Law School and former U.S. Attorney, state prosecutor, and West Virginia circuit court judge, Caldwell shepherded the Office of the Attorney General through its earliest years following West Virginia's creation as a State. Caldwell and his brother are also credited with ensuring that Ohio County remained in the union at the outbreak of the Civil War – making the city of Wheeling a part of West Virginia today.

Posting Date: November 17, 2022

Expiration Date: December 23, 2022

Contact: Lori Sovel
Director of Human Resources
1900 Kanawha Blvd., East State Capitol, Building 1, Room
E-26 Charleston, West Virginia 25305 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: jobs@wvago.gov

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

Additional Documents Notes: Cover letter, resume, 2 writing samples, and 3 references.

Visual ID: 10255

Contract Manager I

Evoqua Water Technologies (Pittsburgh, PA)

Position Type: Full-time

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

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

Description:

Contract Manager I

Apply now

Date: Oct 21, 2022

Location: Pittsburgh, PA, US, 15222

Company: Evoqua

About Evoqua Water Technologies

Evoqua Water Technologies is a leading provider of mission critical water and wastewater treatment solutions, offering a broad portfolio of products, services and expertise to support industrial, municipal and recreational customers who value water. Evoqua has worked to protect water, the environment and its employees for more than 100 years, earning a reputation for quality, safety and reliability around the world. Headquartered in Pittsburgh, Pennsylvania, the company operates in more than 160 locations across ten countries. Serving more than 38,000 customers and 200,000 installations worldwide.

Apply today to join our 4000 professionals around the world as we pursue our purpose: Transforming Water. Enriching Life.

Position Summary

We are currently seeking a Contract Manager to work a hybrid work schedule at our global headquarters in downtown Pittsburgh. This position will be providing support and guidance to the business and our customers in the review of contract documents, bids and proposals. You'll be performing moderate to complex contract management duties and display a high level of critical thinking in bringing a successful resolution to high-impact, complex, and/or cross-functional problems. This involves understanding the business case and to have an appreciation of financial/analytical issues and profit/loss implications.

What we can offer you

Our Total Rewards Program goes far beyond base compensation by providing a more fulfilling work experience and offering a competitive benefits program, including:

Health, dental, and vision insurance

Unlimited PTO

Fertility benefits, adoption assistance, parental leave, and pet insurance

Generous retirement savings and profit-sharing plan

Employee wellness program

Rewards and recognition program

Employee Stock Purchase Plan that provides an opportunity to build ownership and share in Evoqua's success.

Core Responsibilities and Tasks

Provides support and guidance to the business in the review of contract documents, bids and proposals
Requires a minimum of independent business judgment and a high degree of management attention
Review and revise contract documents and negotiate with customer to bring in line with standard Evoqua terms whenever possible and prepare customized commercial sections of proposals
Counsel business on risks of customer terms and approvals required for given set of terms per internal management review policy and process
Reviews solicitations and prepares routine response for proposals, bids, and contract modifications
Prepares and administers routine correspondence and contract documentation to ensure timely and coordinated submittal
Prepares, organizes and maintains contract records and files documenting contract performance and compliance. May conduct research to support contract audit and or facilitate business unit contracting trends
Assists more senior Contract Managers with training of management, and working with internal or external business teams on issues and developments relative to assigned contracts

Position Requirements

Basic to working knowledge of corporate policies and procedures.
Basic to working knowledge of contracting concepts, Uniform Commercial Code, applicable international contract law, or public contract acquisition law and regulations.
Strong analytical and communication skills.
Ability to draft simple contractual instruments in accordance with prescribed templates and guidelines
Bachelors degree plus 2 to 5 years general business or contract-related experience is typical
In lieu of a degree, a comparable combination of education and experience (including military service) may be considered
#LI-NH1

#LI-Hybrid

Evoqua Water Technologies prohibits discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, national origin, sexual orientation or any other category protected by applicable federal, state or local law. Evoqua Water Technologies takes affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

EEO is The Law

Equal Opportunity Employer Minorities/Women/Protected Veterans/Disabled/Sexual Orientation/Gender Identity

EEO is the Law - Poster (PDF)

Evoqua does not accept unsolicited resumes/candidates from search firms.

Nearest Major Market: Pittsburgh

Apply now

Posting Date: November 17, 2022

Expiration Date: December 30, 2022

Contact: Nikki Harold
Senior Talent Acquisition Specialist
210 Sixth Avenue, Suite 3300 Pittsburgh, Pennsylvania 15222 United States

Resume Receipt: Other (see below)

How to Apply: <https://careers.evoqua.com/job-invite/32175/>

ID: 10256

Development Associate

Asian Law Alliance

Job Type: Full-time

Job Location(s):

San Jose, California United States

Job Description:

Asian Law Alliance is seeking a full-time Development Associate to support fundraising for ALA programs empowering diverse low-income residents of Silicon Valley through legal services, community education, and organizing.

Primary responsibilities will include assisting with ALA's annual event, generating and posting flyers/graphic design, publishing ALA's online newsletter, helping gather client impact stories and quotes, generating invoices and tax acknowledgements, and data entry. The Development Associate will work hybrid, spending 8-16 hours per week in ALA's office in San Jose. He/she/they will be supervised by ALA's Development Director. A minimum two- year commitment is expected for this position.

Qualifications:

- Experience supporting communications and graphic design to promote events, fundraising, and/or social justice
- Strong interest in leveraging customer relations management applications ("CRMs") and other technology to support fundraising
- Excellent attention to detail, organizational, and time-management skills
- Ability to manage stress while working under pressure and deadlines
- Self-awareness to collaborate and build consensus within a culturally diverse group
- Willingness to work occasional evenings and weekends
- Commitment to advancing justice, dignity, and equality

COVID-19 Vaccination Policy:

Vaccination is a vital tool to reduce the presence and severity of COVID-19 cases in the workplace, in communities, and in the nation as a whole. ALA has adopted this policy on mandatory vaccination to safeguard the health of the vulnerable community members we serve as well as our employees. Employees may request an

exception from this mandatory vaccination policy if the vaccine is medically contraindicated for them or medical necessity requires a delay in vaccination. Employees also may be legally entitled to a reasonable accommodation if they cannot be vaccinated and/or wear a face covering (as otherwise required by this policy) because of a disability, or if the provisions in this policy for vaccination, and/or testing for COVID-19, and/or wearing a face covering conflict with a sincerely held religious belief, practice, or observance. Requests for exceptions and reasonable accommodations may be initiated by the employee. An ALA Reasonable Accommodation form is available upon request.

The Development Associate will work HYBRID,

Posting Date: November 17, 2022

Expiration Date: December 23, 2022

Contact: Mr. Richard G Konda
Executive Director
991 West Hedding Street, Suite 202 San Jose, California
95126-1248 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: asamson@asianlawalliance.org

Additional Documents: Cover Letter

Visual ID: 10254

Legal Aid Immigration Law Attorney

Community Legal Aid (Worcester, MA)

Job Type: Full-time

Job Location(s): Springfield, Massachusetts United States

Job Description:

Central West Justice Center (CWJC), a wholly-owned subsidiary of Community Legal Aid, seeks attorneys to join a vibrant, talented team that provides legal assistance in a range of humanitarian-based immigration law matters, including removal defense, VAWA petitions, U and T visas, SIJS petitions, and asylum cases. The attorney will be based in CWJC's Springfield offices, may also participate in a grant-funded legal clinic for immigrants in partnership with a local Methodist Church. The attorneys will engage in community outreach, including consultation sessions and know-your-rights trainings, and will assist in the preparation of periodic grant reports. These are full-time positions, although part-time hours are negotiable.

QUALIFICATIONS: Admission to Mass. Bar, or eligible to sit for next Mass. Bar examination, or entitled to practice under a Mass. practice rule required. Fluency or advanced proficiency in Spanish and/or Portuguese strongly preferred, as is prior experience in immigration law and demonstrated experience working with diverse communities. Strong interpersonal skills and an ability to work in a collaborative setting are important. Recent law school graduates are eligible to apply, as are more experienced attorneys. Third-year law students, recent law graduates, and more experienced attorneys are all welcome to apply.

COMPENSATION: The starting salary for this position is \$62,500, which is based on a union scale and adjusted upward depending on experience. CWJC offers a very generous benefits package that includes 401(k) with employer-paid contribution; low-cost health insurance (medical, dental, and vision) for employees and their dependents; malpractice insurance; paid leave (4 weeks vacation, 3 personal days, 12 sick days, and 13 holidays); and relocation stipend.

CWJC is an Equal Opportunity Employer and strives to ensure that our staff members reflect the diversity of the communities we serve. CWJC encourages applicants from a broad range of backgrounds and experiences.

CWJC has a hybrid workplace and requires all employees to be fully vaccinated or undergo weekly testing.

Proficiency in Spanish and/or Portuguese

Posting Date: November 17, 2022

Expiration Date: December 23, 2022

Contact: Alicia Vaughan
405 Main Street Worcester, Massachusetts 01608 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: jobs@cla-ma.org

Additional Documents: Cover Letter

Visual ID: 10253

Legislative Per Diem Counsel

West Virginia House of Delegates

Position Type: Full-time

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

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

Description:

The West Virginia House of Delegates and the Senate are seeking per-diem committee attorneys for the upcoming 2023 Legislative Regular Session, January 11th through March 11th. Per-diem committee attorneys are responsible for providing legal counsel to committee chairs and members for the duration of the 2023 Legislative Session. Responsibilities include drafting legislation, amendments, preparing bill abstracts, meeting with interested parties, presenting bills to committees, and providing general legal counsel. Positions require a full-time commitment for the entire sixty-day session, plus additional days prior for training and subsequently, as available, for closing out. Weekend and evening work will be required as necessary.

Applicants must be an active member of the WV State Bar with prior subject matter experience preferred, depending on committee assignment. Prior experience with legislative process is preferred, but not necessary. Compensation is based on a per-day rate, which is dependent upon experience and qualifications. To apply, please visit ---
- <https://jobs.wvlegislature.gov/>

Posting Date: November 17, 2022

Expiration Date: December 30, 2022

Contact: Charles Roskovensky
State Capitol, Room 215A-E 1900 Kanawha Blvd., East Charleston
<https://www.wvlegislature.gov/house/roster.cfm>

Resume Receipt: Other (see below)

How to Apply: <https://jobs.wvlegislature.gov/>

ID: 10262

Remote SSD Associate

The Clauson Law Firm, PLLC

Job Type: Full-time

Job Location(s): United States

Job Description:

Do you want a full-time remote role? Are you searching for autonomy, a standard 40-hour work week, benefits, and no office politics or micro-managing? Are you a self-motivated, independent, and hard worker? Are you interested in working for an efficient, technologically advanced, fully supported, and organized firm?

The Clauson Law Firm, PLLC is an SSD law firm in need of an Associate Attorney. We are open to hiring anywhere in the US for this remote role.

Responsibilities:

- Volume of administrative SSD hearings each month (mostly MS Teams and Phone)
- Travel to and from hearings a few days a month.
- Pre-hearing phone calls with clients.
- Review and editing of medical summaries and briefs (written by our staff). Some AC or federal court work is expected in the future.

Work Environment:

- You can work out of any location in the US. Your work will include traveling, attending hearings, and light office work from home.

Requirements and compensation:

- JD, with a Bar license in any state
- Recent graduates are encouraged to apply, 0-5 years of experience is preferred.
- Past internship or experience in hearings is ideal.
- This is a full-time position.
- Compensation is \$45-\$55k, based on experience. We also offer employee health coverage (we pay 100%), life insurance, long-term disability insurance, paid holidays, paid vacation, and 401k matching after 90 days of employment, company phone, and laptop.

Entry level to several years.

Posting Date: November 16, 2022

Expiration Date: December 18, 2022

Contact: Ben Clauson
5306 NC HWY 55. STE 101 DURHAM, North Carolina 27713 United States

Resume Receipt: Online

Additional Documents: Cover Letter

Visual ID: 10236

Attorneys-Solicitor General Division

Office of the WV Attorney General

Position Type: Full-time

Practice Area(s): Administrative

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

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

Description:

Attorneys – Solicitor General Division: The West Virginia Attorney General's Office is accepting applications for mid- and senior-level positions in the Solicitor General's group. Excellent writing skills required; clerkship and appellate/administrative law litigation experience preferred. Must have an active West Virginia bar license or be eligible for state bar membership, and candidates should have 3+ years litigation experience (including clerkship(s)). Positions are based out of Charleston.

As the SG oversees all civil and criminal appeals involving the State of West Virginia, the SG group's appellate-heavy docket spans all practice areas across the Office. The group also works on statewide and national matters involving federalism, matters of first impression, and other significant issues for the State. Attorneys in the SG group gain significant appellate, administrative, and general litigation experience. The group practices at all levels in state and federal courts, including before the U.S. Supreme Court. Attorneys can expect oral argument experience in the West Virginia Supreme Court of Appeals, as well as some federal court opportunities. The group is a small team, with all attorneys contributing at highly substantive levels. Responsibilities include primary drafting for appellate briefs, dispositive motions, and administrative comments; drafting Attorney General opinions; and researching and providing strategic advice on high-profile matters to the Attorney General and other constitutional officers. More senior positions include editing responsibility and helping to develop and drive litigation strategy.

Applicants should submit a cover letter, resume, list of references, and two writing samples (not edited by others or with a note explaining extent of edits) to jobs@wvago.gov with "Assistant Solicitor General" in the subject line.

Posting Date: November 15, 2022

Expiration Date: December 31, 2022

Contact: Lori Sovel

Director of Human Resources

1900 Kanawha Blvd., East State Capitol, Building 1, Room E-26

Charleston, West Virginia 25305 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

ID: 10251

Bolton Caldwell Fellowship-Solicitor General Division

Office of the WV Attorney General

Position Type: Full-time

Practice Area(s): Administrative

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

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

Description:

A. Bolton Caldwell Fellowship – Solicitor General Division: The West Virginia Attorney General's Office welcomes applications from recent law school graduates (graduation years 2017-2022) for a fellowship in the Solicitor General's group.

The Position

Fellows will serve 2-year or 1-year full-time terms based on interest and the Office's needs. Anticipated start dates in early 2023. All fellowship positions are based out of scenic Charleston.

Excellent research and writing skills are required. Although we encourage all qualifying candidates to apply, we are particularly interested in seeing applicants with:

Federal or state clerkship experience

Substantive experience in appellate or administrative law, whether in public or private practice

Excellent law school grades

Membership on a law review or journal; or

Participation in moot court, mock trial, or similar law school advocacy programs.

The fellowship program is designed for lawyers interested in gaining substantive appellate litigation experience in a practice group focused on federalism and the role of state litigants in state and federal courts. Primary responsibilities will include drafting appellate party and amicus briefs, dispositive motions, and administrative comments; drafting Attorney General Opinions; and researching and providing strategic advice on high-profile matters to the Attorney General and other constitutional officers. The fellowship may also involve oral argument opportunities in the Supreme Court of Appeals of West Virginia, as well as formal and informal training opportunities throughout the fellowship.

The Solicitor General Group

The SG group focuses heavily on national matters involving constitutional law, statutory interpretation, administrative overreach, and other significant issues for the State. Recently, for example, the group won a 6-3 victory checking the Environmental Protection Agency's overreach in a landmark case before the Supreme Court (West Virginia v. EPA), and successfully defended one of the country's most expansive school-choice programs in the State's supreme court (West Virginia v. Beaver).

As the SG oversees all appeals involving the State of West Virginia and state officers, the group also works closely with lawyers across the entire Office. Its docket spans a variety of subject areas, both civil and criminal. The group practices at all levels in state and federal courts, including before the U.S. Supreme Court, and attorneys take significant responsibility for their matters and contribute at highly substantive levels. Fellows can expect similar appellate, administrative, and general litigation opportunities as

they work with the Attorney General, SG, and other members of the SG group.

The Application Process

Applicants should submit their resume, two writing samples, three professional references, and a cover letter to jobs@wvago.gov no later than January 3, 2023. The subject should indicate "Bolton Fellowship".

A. Bolton Caldwell was a true Mountaineer and champion of the rule of law. He served as West Virginia's first and fifth Attorney General. A graduate of Harvard Law School and former U.S. Attorney, state prosecutor, and West Virginia circuit court judge, Caldwell shepherded the Office of the Attorney General through its earliest years following West Virginia's creation as a State. Caldwell and his brother are also credited with ensuring that Ohio County remained in the union at the outbreak of the Civil War – making the city of Wheeling a part of West Virginia today.

Posting Date: November 15, 2022

Expiration Date: January 3, 2023

Contact: Lori Sovel
Director of Human Resources
1900 Kanawha Blvd., East State Capitol, Building 1, Room E-26
Charleston, West Virginia 25305 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

ID: 10252

Associate Attorney or Law Student Intern (Hybrid Remote)

JC Law

Job Type: Part-time, Student Employment, Full-time

Job Location(s): Virginia United States

Job Description: JC Law, PLLC aims to deliver exceptional legal service to its clients while providing fair treatment to all parties in the legal recoveries process. We regularly assist collections agencies, lenders, merchants, and insurers with commercial and subrogation claims. The firm is seeking to expand and add an associate attorney and/or law school intern. Interested applicants should provide cover letter, resume, references, and writing samples.

Posting Date: November 11, 2022

Expiration Date: December 18, 2022

Contact: James A. Cooper
Esq.
P.O. Box 889 Rocky Mount, Virginia 24151 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: jim@jclawpllc.com

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

Visual ID: 10233

Commissioner of the Legislative Claims Commission

The West Virginia State Bar (Charleston, WV)

Position Type: Full-time

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

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

Description:

LEGISLATIVE CLAIMS COMMISSION

POSTING FOR OPEN COMMISSIONER POSITION – WITH WV STATE BAR

The West Virginia State Bar is seeking candidates for the position of Commissioner of the Legislative Claims Commission. The State Bar Board of Governors will nominate three (3) lawyers and will submit these names to the Speaker of the House and the President of the Senate for appointment to the Claims Commission. The term is for six (6) years. A minimum of ten (10) years' experience as a licensed attorney is required. A full description of qualifications can be found in W.Va. Code Section 14-2-4 and 14-2-10, and compensation is provided for in W. Va. Code Section 14-2-8. This position involves hearing and deciding claims filed against state agencies and the Crime Victims Compensation Fund. The main offices of the Claims Commission are at the State Capitol with travel to other parts of the state for hearings. Some administrative law, mediation, or other judicial experience would be beneficial.

If you qualify for appointment, and would like to be considered for nomination, please send your resume, with any supporting information and/or letters of reference, to Mary Jane Pickens, Executive Director, The West Virginia State Bar, 2000 Deitrick Blvd., Charleston, WV 25311 or pickensmj@wvbar.org. Nominations must be received by December 31, 2022 at 11:59 p.m.

Posting Date: November 10, 2022

Expiration Date: December 31, 2022

Contact: Mary Jane Pickens

Director

2000 Deitrick Blvd Charleston, West Virginia 25311 United States

Resume Receipt: E-mail

Default email for resumes.: pickensmj@wvbar.org

ID: 10230

Legal Aid Staff Attorney - Fair Housing

Community Legal Aid (Worcester, MA)

Job Type: Full-time

Job Location(s):

Worcester, Massachusetts United States

Job Description:

Community Legal Aid (CLA), the non-profit legal services program providing free civil legal assistance to eligible low-income and elderly clients in Central and Western Massachusetts, seeks an attorney to join an enthusiastic, skillful team to work on housing discrimination matters. CLA has over 150 dedicated, talented staff working across multiple offices. Our core work includes effective client-centered advocacy and robust outreach to and partnerships with our client communities.

The staff attorney will be based in CLA's Worcester office and will raise fair housing claims on behalf of tenants filing affirmative cases, defending against evictions, and seeking to access or maintain public and subsidized housing. The attorney will regularly participate in CLA's housing court lawyer-for-the day program. The attorney will also assist in the preparation of periodic grant reports.

QUALIFICATIONS: Admission to Mass. Bar, including pending admission, or entitlement to practice under a Mass. practice rule is required. Experience in fair housing and/or landlord-tenant work strongly preferred. Fluency in another language preferred, as is demonstrated experience working with diverse communities. Strong interpersonal skills and an ability to work in a collaborative setting are important.

COMPENSATION: The starting salary for this position is \$62,500, which is based on a union scale and adjusted upward depending on experience. CLA offers a very generous benefits package that includes 401(k) with employer-paid contribution; low-cost health insurance (medical, dental, and vision) for employees and their dependents; malpractice insurance; paid leave (4 weeks vacation, 3 personal days, 12 sick days, and 13 holidays); and relocation stipend.

CLA is an Equal Opportunity Employer and strives to ensure that our staff members reflect the diversity of the communities we serve. CLA encourages applicants from a broad range of backgrounds and experiences.

CLA has a hybrid workplace and requires all employees to be fully vaccinated for Covid or undergo weekly testing.

Posting Date: November 10, 2022

Expiration Date: December 16, 2022

Contact: Alicia Vaughan

405 Main Street Worcester, Massachusetts 01608 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: jobs@cla-ma.org
Additional Documents: Cover Letter
Visual ID: 10225

Litigation Associate

Cole Schotz PC

Job Type: Full-time

Job Location(s):

New York, New York United States

Job Description:

COLE SCHOTZ P.C.

LITIGATION ASSOCIATE- NEW YORK OFFICE:

Prominent mid-Atlantic law firm with multiple regional office locations seeks an associate with 3+ years general experience in sophisticated commercial litigation for our New York office. NY bar is required. We have a sophisticated practice and offer an extraordinary opportunity for challenging, interesting, and rewarding work. We seek an individual devoted to meeting the highest standards of excellence and serving clients, and who wants to be part of an established and dynamic firm. Strong academic credentials and excellent oral and written communication skills are required. We offer a competitive starting salary plus a comprehensive benefits package. Salary is commensurate with experience. The salary range for this position is \$200,000 to 315,000. Please e-mail resume for consideration to:

Gayle P. Englert

Chief Human Resources Officer

Cole Schotz P.C.

Court Plaza North

25 Main Street, P.O. Box 800

Hackensack, NJ 07602-0800

genglert@coleschotz.com

Please visit us at our website. www.coleschotz.com

NEW JERSEY/ NEW YORK/ DELAWARE/ MARYLAND/ TEXAS/ FLORIDA

Cole Schotz is an Equal Opportunity Employer

Posting Date: November 10, 2022

Expiration Date: December 16, 2022

Contact: Chief Human Resources Officer Gayle Englert
25 Main Street Hackensack, New Jersey 07601 United States

Resume Receipt: Online

Visual ID: 10226

Associate

Goldstein & Associates LLC (1125 Penn Ave, 3rd Floor, Pittsburgh, PA 15222)

Position Type: Full-time

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

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

Description:

Goldstein & Associates, LLC, is a small, tight-knit immigration law firm with offices in Pittsburgh and Philadelphia. We are seeking a qualified candidate for a removal defense/affirmative asylum associate position in either our Pittsburgh or Philadelphia offices.

Candidates should have a strong interest and experience before immigration courts and in affirmative asylum. Necessary skills include strong writing ability, attention to detail, and client management skills, and the ability to speak Spanish is a plus. Salary is commensurate with experience.

To apply, please send your resume and three references to this email address.

With best wishes,

mgoldstein@mglaw.com

Posting Date: November 9, 2022

Expiration Date: December 30, 2022

Contact: Mark Goldstein

Attorney

1125 Penn Ave., 3rd Floor Pittsburgh, Pennsylvania 15222 United States

Resume Receipt: E-mail

Default email for resumes.: mgoldstein@mglaw.com

ID: 10223

Assistant Federal Public Defender

The Federal Public Defender's Office for the Western District of Pennsylvania
(Pittsburgh, PA)

Position Type: Full-time

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

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

Description:

Lisa B. Freeland, Federal Public Defender
Office of the Federal Public Defender
Western District of Pennsylvania
1001 Liberty Avenue, Suite 1500
Pittsburgh, Pennsylvania 15222
POSITION ANNOUNCEMENT #2023-01

CAPITAL HABEAS UNIT
ASSISTANT FEDERAL PUBLIC DEFENDER

Posted: October 31, 2022

Closes: December 12, 2022

The Federal Public Defender for the Western District of Pennsylvania is accepting applications for the position of Assistant Federal Public Defender in its

Capital Habeas Unit (CHU). The CHU represents death-sentenced prisoners in

federal habeas corpus proceedings in the United States District Court, the United

States Court of Appeals for the Third Circuit and the United States Supreme Court.

This is a full-time position located in Pittsburgh. Once hired, the applicant will have

the option to work from home two days per week at the discretion of the Defender.

The successful applicant must be team-oriented and possess a strong writing

ability, a demonstrated commitment to poverty law or indigent criminal defense,

and litigation experience in at least one of the following areas: criminal defense,

especially in capital cases; habeas corpus litigation; and complex federal court civil

litigation. Capital post-conviction experience is preferred. A background in any area

of mental health and/or social work is also helpful. This position requires travel.

The responsibilities of an Assistant Federal Public Defender in the CHU include:

- Working collaboratively with a team of other lawyers, investigators, and paralegals;
- Serving as a team leader or co-counsel on cases in various stages of litigation;
- Building long-term rapport with clients, including clients with severe mental illnesses and intellectual and developmental disabilities;
- Directing fact and mitigation investigation;
- Identifying and developing legal claims;
- Bringing a creative and committed approach to research and writing in

order to address the historical significance of capital punishment and its ongoing relationship to race and slavery;

- Advocating in court hearings and oral arguments; and
- Helping develop creative narratives and video productions for state clemency.

The successful applicant must also be a graduate from an accredited law school and a member in good standing of a state bar and have an established capacity or clearly demonstrated aptitude for excellence in criminal defense practice, a commitment to the representation of indigent accused persons, and a reputation for personal and professional integrity. Applicants must also possess the ability to communicate effectively with clients, witnesses, colleagues, staff, court and agency personnel as part of their employment. The ability to manage a substantial caseload, travel and work flexible hours are essential for the position, as are effective organizational skills and the ability to work in a team environment. Applicants must be fully vaccinated against COVID-19. Federal Public Defender attorneys may not engage in the private practice of law. The successful candidate will be subject to a general background check and IRS tax check procedure as a condition of employment. Salary and Benefits. This is a full-time position. Salary is based on federal pay schedules and is commensurate with experience. Benefits include health, supplemental dental/vision benefits, long-term care, and life insurance, as well as 11 paid federal holidays, 13 days of paid sick leave, and 13 days of paid vacation leave annually. (The rate of paid vacation leave increases to 20 days after three years.) FPD staff can opt to participate in a pre-tax Health, Dependent Care, and Commuter Reimbursement programs. The position is covered by the Federal Employees Retirement System (FERS), including the Thrift Savings Plan (TSP), which matches up to 5% of employee contributions, up to a cap. Salary is paid every other week and is subject to mandatory direct deposit. Commitment to Diversity, Equity and Inclusion. Our office values diversity, is committed to equity and inclusion, and aspires to create a culture of mutual respect, collaboration, openness, and humility that honors the people we represent. We believe representation is better when members of the defense team have diverse backgrounds and experiences. We seek a lawyer who shares this belief and commitment. We embrace the unique contributions our employees can bring to the FPD because of their backgrounds, social identities, and lived experiences. We are interested in applicants' talent, intelligence, dedication, and persistence, and desire to see that all people are treated fairly and respectfully. The FPD seeks applications

from a diverse group of qualified individuals in terms of race, ethnicity, nation of origin, culture, sex, gender identity and expression, sexual identity, education, opinions, age, languages spoken, veteran status, disability, religion, and socioeconomic circumstance. We especially encourage applications from members of the BIPOC community, people affected by the criminal legal system, and people from other underrepresented and historically marginalized groups. Application Information. Qualified persons should submit a letter of interest, a current and detailed resume and a writing sample in one Adobe Acrobat document by email to: paw_employment@fd.org, using the subject line A2023-01." This Office is an Equal Opportunity Employer. One or more positions may be filled from this announcement. Only those applicants selected for an interview will be contacted. No telephone calls please.

Posting Date: November 7, 2022

Expiration Date: December 12, 2022

Contact: Ms Lisa B. Freeland
Federal Public Defender
1500 Liberty Center 1001 Liberty Avenue Pittsburgh, Pennsylvania
15222 United States

Resume Receipt: Other (see below)

How to Apply: Application Information. Qualified persons should submit a letter of interest, a current and detailed resume and a writing sample in one Adobe Acrobat document by email to: paw_employment@fd.org, using the subject line A2023-01."

Additional Documents: Cover Letter, Writing Sample

ID: 10211

Associate Governmental Program Analyst

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s):

Elk Grove, California United States

Los Angeles, California United States

Riverside, California United States

Oakland, California United States

Job Description:

The Associate Governmental Program Analyst (AGPA) researches and responds to Public Records Act (PRA) requests and generates data reports on the work of the California Civil Rights Department (CRD). The AGPA works under the supervision of the Staff Services Manager I (SSMI) in the Public Records section of the Quality Assurance and Reporting Unit (QARU).

Posting Date: November 7, 2022

Expiration Date: December 14, 2022

Contact: Cristina S Granado

2218 Kausen Drive, Suite 100 ELK GROVE, California 95624 United States

Resume Receipt: Other (see below)

How To Apply: Please use the link below to apply for the vacancy.

<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=338298>

Visual ID: 10218

Director for Portfolio Management Division

Department of Energy (Washington, DC)

Job Type: Full-time

Job Location(s):

Washington, District of Columbia United States

Job Description:

The Department of Energy's (DOE) Loan Programs Office is looking for a dynamic, innovative, seasoned executive to oversee a multi-tiered division (three subordinate units below the Director-level) with an approved organizational structure and federal staffing plan of approximately 35 FTEs. The Director, Portfolio Management Division (Dir, PMD) is charged with the long-term management responsibility for all LPO closed loans. The PMD Director monitors disbursements, assures that loans are repaid on schedule by the project sponsor(s), evaluates and re-estimates project (technical, financial, and credit) risks based on factors determined through on-going oversight, and, in some cases, may engage in restructuring or extraordinary recovery actions for certain loans.

As the Director for Portfolio Management Division you will:

- Serve as the Director, PMD, which is a key member of the LPO senior leadership team. The PMD Director serves as the Department's chief oversight manager for approved energy loan guarantees and directs the LPO Portfolio Management Division (PMD ofLP-50).
- Develops and maintains a current PMD organization plan, which includes the assignment of key missions and functions and alignment of federal staff roles and responsibilities. Allocates PMD federal human, capital, and contract resources based on the approved organization plan.
- Determine the financial and personnel resources needed to achieve mission objectives and support mission operations; identifies the need for major organizational improvements and develops the requisite plans and directs implementing actions.
- Establish and implements PMD work-flow processes, schedules and systems to accomplish assigned projects, plans, and activities associated with the approved PMD missions and functions.
- Identify the resources for the PMD, prepares appropriate budget formulation and execution documentation in coordination with the LPO Budget Director, and executes the PMD budget according to DOE and LPO requirements.
- Provides direction and supervision to PMD full-time and part-time portfolio management personnel, including federal, contractor, and consultant employees. Sets staff work task priorities and establishes performance requirements based on goals articulated by the LPO Executive Director. As Director, the incumbent has authority to provide technical and administrative supervision over subordinate organizations headed by GS-15 or equivalent members and resolves problems stemming from coordinating and directing activities complicated by particularized arrangements made between subordinate organizations.
- Provide leadership to promote the efficient management of Office resources and assets. The incumbent assures the effective management of Office programs, activities and resources by developing, implementing, and monitoring DOE-wide policies and systems for the full range of Office programs.

- Maintain employee development programs to maintain and enhance critical PMD professional skills. Ensures the availability and access to DOE and other government/industry training and professional support courses as necessary for job performance and to maintain job-required certifications.
- Establish PMD processes and oversight requirements for portfolio management and project oversight, including the development of the overall LPO Credit Monitoring Plan. The LPO Credit Monitoring Plan provides the guidance, template, and basis for rating and monitoring the risks of individual projects with approved loans.
- Oversee all post-issue asset management activities including periodic reassessment of the risk profiles of projects with approved loan guarantees, processing of requested modifications to loan terms, including, but not limited to, amendments, waivers, and consents as provided for in individual guaranteed agreements, pre-claim structuring, claim payments, post-claims restructurings, and settlements.
- Develop and maintains information technology (IT) and business system requirements for loan monitoring and tracking. Coordinates with the LPO Director of Management Operations to assure continuing improvement in IT software, hardware, processes, and
- management necessary for maintaining an effective LPO oversight program.
- Monitor the scope, budget, schedules, and deliverables of PMD contractors and confers with the LPO Executive Director on recommendations for improving federal oversight of contractor performance. Advises the Executive Director on subject matter expertise needed to meet PMD objectives.

Posting Date: November 7, 2022

Expiration Date: December 14, 2022

Contact: Morgan McKnight
1000 Independence Ave., SW Washington, District of Columbia 20585
United States

Resume Receipt: Other (see below)

How To Apply: <https://www.usajobs.gov/job/687240500#summary>

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 10212

Executive Director

New Mexico Legal Aid, Inc. (Albuquerque, NM)

Position Type: Full-time

Geographic Preference: Southwest (AZ, NM)

Job Location(s): Albuquerque, New Mexico (United States)

Description:

New Mexico Legal Aid (NMLA) Seeks Executive Director

NMLA seeks an Executive Director to lead this nationally recognized, statewide civil legal aid organization as we begin a new chapter. NMLA has a staff of 107 (including 61 attorneys) eleven offices and an annual budget of approximately \$12 million. This is an exciting opportunity for an attorney leader with vision and creativity to build on the solid base that exists within NMLA.

Why New Mexico Legal Aid?

New Mexico Legal Aid works to secure justice for low-income populations throughout the state, including Native American and migrant populations. NMLA's mission is to be the voice, defender and advocate for low-income people seeking justice in all civil forums, particularly in the communities in which they live. NMLA is committed to helping low-income people in their struggle to access food, shelter, security and to preserve their unique cultural heritages.

- NMLA is one of New Mexico's largest law firms.
- Nearly 25% of the state's residents (approximately 500,000 people) are eligible for services.
- Over the past four years, NMLA has closed 18,600 cases statewide. Approximately 68% of all NMLA cases during the past four years originated in the State's urban areas. The remaining 32% of cases came from rural and tribal communities throughout the State.
- NMLA's 2022 priorities include: 1) family law, especially cases involving domestic violence; 2) access to affordable housing; 3) access to and retention of public benefits; (4) access to quality health care; (5) employment and consumer problems; and (6) civil rights issues. In addition, NMLA gives special focus to land, acequia and water rights issues; federal and tribal legal issues affecting Native Americans; cases involving migrant farmworker rights; and low-income tax issues.
- Through community outreach, videoconferencing and a centralized telephone and online intake system, NMLA strives to serve clients regardless of their distance from physical offices.
- NMLA provides community outreach and online information to potential clients, their families and local community leaders in person and through the program's website: www.newmexicolegaiaid.org The site is currently being redesigned.
- The Leadership Team supporting the Director includes the Litigation Director, Chief Financial Officer, Communications Director, Grants Administration Director and Statewide Intake, Referral and Advice Unit Manager.
- The position offers the opportunity to do Justice work in an inviting and beautiful place with a committed and dedicated staff.

Why New Mexico?

- Lots of blue, clear skies and sun throughout the four seasons each year;
- Clean air and water with ecological values embodied in public policy;
- Wide-open spaces to explore, including great historical monuments and national parks;
- Progressive, people-centered politics;
- Responsive Judiciary;
- Protection of a woman's right to choose;
- Intellectual and cultural opportunities to explore and be inspired by, while living in and being exposed to a multi-cultural society; and

- Spaces and time for quiet reflection on life and one's life goals.
- High Priority Roles and Responsibilities for the next Executive Director:
- Be a passionate and articulate voice for an expansive view of what legal aid can be for all economically disadvantaged people, including Native American and migrant communities, low-wage workers, low-income tenants, and the LGBTQ+ community by providing access to justice to eligible clients;
 - Ensure the organization's financial health and stability by developing and maintaining sound financial planning and management systems, including preparation of budgets and oversight of financial systems and controls;
 - Develop trust and enhance program morale (Staff and Board) through personal contact with staff at all levels, and transparency in providing regular communication on issues of importance to Staff, Board and Clients;
 - Lead NMLA in developing a new strategic plan that will shape administrative systems and define job responsibilities to best support NMLA's growth, address the changing nature of the work environment, articulate the desired balance of systemic impact work and high-quality individual client assistance and enhance organizational unity post-COVID;
 - Foster diversity, equity and inclusion throughout NMLA including Staff and Board, and a culture that promotes mutual respect, equity, inclusion, and teamwork for Clients, Board and Staff.
 - Ensure the long-term sustainability of NMLA through on-going careful cultivation of legislative support for NMLA funding, pursuit of new state and federal grants, and development of additional financial resources needed to sustain and grow NMLA;
 - Serve as an effective ambassador for NMLA, by nurturing collaborative relationships with funders, legislators and executive branch officials, private bar and judicial leaders, private donors, and business and civic organizations throughout the state;
 - Maintain and grow an effective communications program designed to continually enhance NMLA's profile with client communities, the legal community and the public at large;
 - Provide leadership and nurture the values of NMLA, including a holistic view of client services, ease of access for new clients, prioritization of strategies that treat the cause of legal problems, and focus on issues that need systemic advocacy.

Desired Qualification of the Successful Executive Director Candidate:

- Be a licensed attorney in good standing, with significant legal experience, eligible for admission to the New Mexico Bar in a reasonable period of time;
- Demonstrate knowledge of the laws and issues affecting low-income people and a passion for social, economic and racial justice;
- Possess demonstrated and exceptional leadership and administrative skills and have substantial experience in the following areas:
 - o The practice of law, public interest preferred;
 - o Managing and supervising in a successful legal services organization, law firm, corporate law department, branch of a court system, relevant government agency or nonprofit;
 - o Working collegially and effectively with a unionized workforce; and
 - o Experience working with an engaged Board of Directors in the successful performance of its duties;
- Have grant writing and/or fundraising experience;
- Have knowledge of the Legal Services Corporation and state regulatory systems that apply to NMLA;
- Understand financial matters, including development of budgets, compliance with grant and contract requirements, and financial oversight;
- Be skilled at managing scarce resources and allocating resources appropriately;

- Have the ability to think strategically and creatively;
- Support the role of technology in client services and organizational efficiency;
- Exhibit excellent communication skills and the ability to inspire the trust and confidence of the Staff, Board members, Client communities, and other stakeholders and allies, including the will and ability to engage in difficult conversations as circumstances may dictate;
- Champion diversity, equity and inclusion, and be culturally informed and sensitive;
- Have experience in building a team environment, encouraging professional development of staff, and supporting staff in the program's work;
- Experience working with organizations and individuals with diverse perspectives, including Staff, Board, the public, elected and appointed officials, and Clients;
- Possess personal attributes including professionalism, integrity, the ability to engender confidence and trust, honesty, a strong work ethic, a sense of humor, empathy, courage, a collaborative spirit, and an openness to diverse voices equal to the challenges of this demanding position;
- Bilingual abilities, especially Spanish, is a plus; and
- Be willing to relocate to the Albuquerque Metro area and to travel periodically throughout New Mexico.

Application Process

NMLA is assisted in its search for a new Executive Director by:
Dennis Groenenboom, Consultant Management Information Exchange
105 Chauncy St., Fl 6, Ste 3 Boston, MA 02111

Materials should be submitted electronically to
dgroenenboom4@gmail.com in Microsoft Word or PDF format.

Candidates with questions about the position or process are encouraged to contact Dennis at the email address above or at 515-537-4242.

Screening of applicants begins immediately and will continue until the time of selection. To receive full consideration, you are encouraged to submit your application materials by December 5, 2022. Please submit a letter expressing your interest in the position, your qualifications for the job, bar status, and what you hope to contribute to the organization's future. Please include a resume/CV and the names and contact information for three professional references.

Salary depends on experience based on a competitive public interest salary scale. Benefits include a generous leave policy, excellent family health insurance, life & disability insurance, a 403(b) plan and the camaraderie of a team of committed advocates for social, racial, and economic justice.

NMLA is an Equal Opportunity Employer.

For further information about New Mexico Legal Aid visit:

www.newmexicolegalaid.org

10-27-2022

Posting Date: November 7, 2022

Expiration Date: December 5, 2022

Contact: Lisa Sams
Human Resources Administrator
505 Marquette NW, Suite 700 87102 P.O. Box 25486 Albuquerque, New Mexico 87125-5486 United States

Resume Receipt: Other (see below)

How to Apply: Application Process
NMLA is assisted in its search for a new Executive Director by:
Dennis Groenenboom, Consultant Management Information Exchange
105 Chauncy St., Fl 6, Ste 3 Boston, MA 02111

Materials should be submitted electronically to
dgroenenboom4@gmail.com in Microsoft Word or PDF format.
Candidates with questions about the position or process are
encouraged to contact Dennis at the email address above or at 515-
537-4242.

Additional Documents: Cover Letter

ID: 10209

Managing Attorney

Legal Defenders Office of Summit County Ohio Inc. (Akron, OH)

Job Type: Full-time

Job Location(s):

United States

Ohio United States

Job Description:

About SLD

The Summit Legal Defenders' mission is to treat every client as an individual, not the sum of their charges. We envision our work within the context of social justice and the opportunity for growth and change. Our attorneys work to offer solutions to problems and navigate the criminal justice system in partnership with the client. Our goal is to provide high-quality legal service to the indigent population of Summit County in a respectful, diligent, and responsive manner.

We are a non-profit agency established in 1974 and our main office is in downtown Akron, Ohio, led by Director Andrea Whitaker.

Job Description – Managing Attorney

The Managing Attorney must maintain the highest personal, professional, and ethical standards as a member of this office. A commitment to indigent defense and compassion for clients and families is essential. The Managing Attorney reports to the Director of the SLD. No private clients or outside practice of law is permitted.

The Managing Attorney will be responsible for the management of a cohort of the SLD's Staff Attorneys. The Managing Attorney will work with Director, Deputy Director, and other Management staff to ensure the delivery of high-quality legal services to the indigent population of Summit County, with a focus on best practices in advocacy, and support of experienced or developing attorneys.

Salary and Benefits

Salary is \$80,000.00 – \$95,000.00, commensurate with experience. Benefits include paid vacation and all other benefits that the SLD provides including life, dental, vision, medical, and retirement. SLD does not participate in the OPERS retirement system. SLD Employees qualify for PSLF loan forgiveness. This is an exempt, at-will position.

Duties will include but are not limited to:

- Support and direction of delivery of high-quality legal services throughout the SLD.
- Support and coaching of staff attorneys in the practice of law including observation, direct and indirect support, case and file review, performance reviews, and general review of legal practice.
- Handle a reduced caseload and cover courts, or act as co-counsel, when necessary.
- Manage staffing issues and attorney schedules.
- Act as point person for issues arising in multiple courthouses and work with Director and SLD management to resolve these issues in a timely and efficient manner to the benefit of our clients.

- Collaborate with SLD management to manage attorney practice, set goals, provide input on staffing, budgeting, and other planning issues.

- Collaborate with professionals in other organizations to support attorney practice.

- Travel between courthouses to observe and support attorneys.

Requirements

- 10 years minimum experience in the practice of law.

- Licensed to practice law in Ohio in good standing with no disciplinary incidents.

- Experience in providing individual support, coaching, managing teams, and resolving conflicts preferred.

- Extensive experience in criminal law, including significant trial experience at the misdemeanor and felony level required.

- Excellent judgement and interpersonal skills, with the ability to lead and listen.

- Positive and collaborative relationships with courts and systems, including judges, court staff and other associated staff.

- Proficiency in Microsoft Office applications and remote meeting software platforms.

- Willingness to gain proficiency in other systems needed to support attorney practice, including OPD online.

- Valid driver's license and reliable transportation.

Posting Date: November 7, 2022

Expiration Date: December 14, 2022

Contact: Jill Cabe
1 Cascade Plaza Akron, Ohio 44308 United States

Resume Receipt: Online

Additional Documents: Cover Letter

Visual ID: 10214

Program Manager I

The University of South Carolina School of Law (Columbia, SC)

Position Type: Full-time

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

Job Location(s): Columbia, South Carolina (United States)

Description:

Logo

Posting Number

STA01590PO22

Job Family

Job Function

USC Market Title

Program Manager I

Job Level

Internal Title

Asst Dir Const. Law Cntr.

Campus

Columbia

Work County

Richland

College/Division

School of Law

Department

LAW Education Initiative

State Pay Band

7

Advertised Minimum Salary

\$52,357

Advertised Salary Range

52,357 - 96,869 Commensurate with experience in a band 7 state classification

Location of Vacancy

Columbia

Part/Full Time

Full Time

Hours per Week

37.5

Work Schedule

Monday through Friday 8:30am-5:00pm with an hour for lunch or to be determined by director

Type of Staff Position

Full-time Equivalent (FTE)

Basis

12 months

Job Search Category

Other Professional

About UofSC

About University of South Carolina

From the Upstate to the Lowcountry, the University of South Carolina system is transforming the lives of South Carolinians through the impact of our eight institutions and 20 locations throughout the state. More than 50,000 students are enrolled at one of eight institutions, including the research campus in Columbia and comprehensive four-year universities in Aiken, Upstate and Beaufort. In addition, our Palmetto College campuses

in Salkehatchie, Union, Lancaster and Sumter enable students to earn associate or bachelor's degrees through a combination of in-person, online or blended learning. All of our system institutions place strong emphasis on service — helping to build healthier, more educated communities in South Carolina and beyond.

Diversity Statement

At the University of South Carolina, we strive to cultivate an inclusive environment that is open, welcoming, and supportive of individuals of all backgrounds. We recognize diversity in our workforce is essential to providing academic excellence and critical to our sustainability. The University is committed to eliminating barriers created by institutional discrimination through accountability and continuous process improvement. We celebrate the diverse voices, perspectives, and experiences of our employees.

Benefits for FTE, Research Grant or Time-Limited Positions Are Indicated Below

The University of South Carolina (UofSC), through the State of SC and Public Employee Benefit Authority (PEBA), offers employees a valuable benefits package, including health and life insurance, generous paid leave and retirement programs. To learn more about UofSC benefits, access the About Benefits section on the Applicant Portal at uscjobs.sc.edu. Research Grant or Time-limited positions may be eligible for all, some, or no benefits, based on the grant or project funding.

Benefit Eligibility Type

Full-Time Equivalent (FTE)

South Carolina Retirement

Yes

State Insurance Programs

Yes

Annual Leave

Yes

Sick Leave

Yes

Position Description

Advertised Job Summary

Under the limited supervision of Director of the Constitutional Law Center, the Assistant Director of Research and Service, while immersed in constitutional law and civil rights, helps prepare the next generation of students to responsibly participate in the democratic process and produces research on cutting edge issues. Primary responsibilities include managing large scale research projects, preparing grant applications, coordinating service activities of research fellows. Coordinating with the various state and local government agencies, national civics and constitutional law organizations, and private foundations to deliver public presentations and trainings as well as interacting with media.

Minimum Qualifications

Juris Doctorate degree and 2 to 3 years related experience in business, public administration or administrative services.

Preferred Qualifications

Knowledge/Skills/Abilities

Demonstrated interest in constitutional law, civil rights, civics, and/or public education

Excellent research, writing and analytical skills as demonstrated through a writing sample, prior experience and academic record

Ability to manage and organize long-term projects

Prior experience collaborating with external stakeholders
Effective written and oral communication in both legal and nonlegal settings
Interest in public speaking
Position Attributes

Employees in Safety-Sensitive or Security-Sensitive positions will be subject to pre-employment and post-employment drug testing in accordance with University policy HR 1.95 Drug and Alcohol Testing.

Safety Sensitive or Security Sensitive

No

Hazardous weather category

Non-Essential

Posting Detail Information

Number of Vacancies

1

Desired Start Date

01/01/2023

If Research Grant/Time Limited, give end date

Job Open Date

11/02/2022

Job Close Date

12/15/2022

Open Until Filled

No

Special Instructions to Applicant

The University of South Carolina offers a valuable benefits package including but not limited to:

Health and Life Insurance

Retirement Programs

Paid Tuition

Dependent Scholarships

Annual Leave

Sick Leave

13 Paid Holidays (including an extended December holiday)

Paid Parental Leave

Professional Development Opportunities

[Click here to learn more about why you should work at UofSC.](#)

Positions are advertised for a minimum of five (5) business days on our job website. After five (5) business days, positions can be closed at the discretion of the department at any time. This employment site is updated on a regular basis. The length of the recruitment and screening process may vary from position to position, depending upon a variety of factors. Should review of your qualifications result in a decision to pursue your candidacy, you will be contacted by phone or email.

We are only accepting applications submitted by December 15, 2022.

Quicklink for Posting

<https://uscjobs.sc.edu/postings/134164>

EEO Statement

The University of South Carolina does not discriminate in educational or employment opportunities on the basis of race, sex, gender, gender identity, transgender status, age, color, religion, national origin, disability, sexual orientation, genetics, protected veteran status, pregnancy, childbirth or related medical conditions.

Supplemental Questions

Required fields are indicated with an asterisk (*).

* Do you have at least a Juris Doctorate degree and 2 to 3 years related experience in business, public administration or administrative services? Yes

No

Applicant Documents

Required Documents Cover Letter

Curriculum Vitae

Optional Documents List of References and Contact Information

Posting Date: November 7, 2022

Expiration Date: December 15, 2022

Contact: Mr. Lewis L. Hutchison, Jr.
Assistant Dean for Admissions and Financial Aid
701 Main Street Columbia, South Carolina 29208 United States

Resume Receipt: E-mail

Default email for resumes.: lhutchis@law.sc.edu

Additional Documents: Cover Letter

Requested Document Notes: Applicant Documents
Required Documents
Cover Letter
Curriculum Vitae
Optional Documents
List of References and Contact Information

ID: 10207

Research Fellow: LEGAL RESEARCH & THE UNITED NATIONS

Human Rights Voices (New York, NY)

Job Type: Full-time, Fellowship

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

Job Description: A small human rights non-profit organization with a special interest in antisemitism and the welfare of Israel is seeking applications from qualified candidates to fill a position as a research fellow. Qualified candidates must have a law degree (a junior lawyer or recent law graduate) and have taken relevant courses in international law or have international institutional work experience. The job combines advocacy work and administrative duties with substantive research including monitoring United Nations activities in the context of Israel, terrorism, non-proliferation, and human rights law. Candidates should have excellent writing skills, be detail-oriented, flexible, and willing to do whatever is required in a small-team environment. The position is predominantly remote, but regular attendance at UN meetings in New York is required. Ability to thrive in non-office environment is a necessity. If a non-US citizen, a current green card or visa permitting work in the United States is a must. Salary commensurate with experience. Please apply by emailing a RESUME and TRANSCRIPT with your cover letter to swillig@hrvoices.org

Posting Date: November 7, 2022

Expiration Date: December 14, 2022

Contact: Sarah Willig
2585 Broadway New York,, New York 10025 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: swillig@hrvoices.org

Additional Documents: Unofficial Transcript

Visual ID: 10217

Information Technology Specialist II

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s):

United States

California United States

Job Description:

Under general direction of the Information Technology Manager I (ITM I) the Information Technology Specialist II (ITS II) functions as the Security Architect over the Civil Rights Department (CRD) Information Technology Infrastructure. The incumbent is responsible for supporting the most complex information security technologies and ensuring that they are following all Federal, State and Departmental Security policies. Serves as System administrator for all CRD Information Security platforms.

Posting Date: November 4, 2022

Expiration Date: December 10, 2022

Contact: Cristina S Granado

2218 Kausen Drive, Suite 100 ELK GROVE, California 95624 United States

Resume Receipt: Other (see below)

How To Apply: Please use the link below to apply for the position.

[https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?](https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=338338)

[JobControlId=338338](https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=338338)

Visual ID: 10200

Law Clerk - KY Dept. of Public Advocacy - Public Defenders

Kentucky Department of Public Advocacy - Public Defenders (Statewide Kentucky)

Job Type: Full-time

Job Location(s): Kentucky United States

Job Description:

The KY Department of Public Advocacy is the Kentucky statewide public defender system. We serve indigent clients in 119 out of 120 counties in Kentucky. We are currently making early offers to 3L students who wish to join the KY DPA in 2023.

In addition to helping clients pre-trial, we also offer assistance through:

Appeals Branch: assigned all direct appeals of indigent persons who were convicted of a felony after a trial

Post Conviction Branch: representing clients after conviction in both non-capital and capital cases

Kentucky Innocence Project: locating and assistance to persons with a claim of both DNA and non-DNA claims of actual innocence

Juvenile Post Disposition Branch: assisting child clients after disposition of their case

A Law Clerk with the Department of Public Advocacy is a person who has graduated from an ABA accredited law school and anticipates taking the next offered bar exam in any state. Law Clerks work closely with Public Defenders with the DPA and will assist on a variety of law related activities including: court dockets, research, writing, client communications and preparation for hearings and trial. Current members of any state bar will also be considered for law clerk positions.

The DPA offers a unique experience to travel to the south and fight against injustice for clients who are truly in need. Because Kentucky is a statewide system, we also offer exceptional growth opportunities including 150 hours of education and training in your first year, mentorship, immediate trial experience, and exposure to the most serious of offenses and penalties.

Additional information is attached. Please reach out to our recruiter patti.heyning@ky.gov

Current Law Clerk positions are listed: <https://dpa.ky.gov/career/>

Posting Date: November 4, 2022

Expiration Date: December 10, 2022

Contact: Patti Heyning
Recruiter
5 Mill Creek Park Frankfort, Kentucky 40601 United States

Resume Receipt: Other (see below)

How To Apply: Current Law Clerk positions are listed: <https://dpa.ky.gov/career/>

Additional Documents: Cover Letter

Visual ID: 10201

Assistant Prosecutor

Mercer County Prosecutor's Office (Princeton, WV)

Position Type: Full-time

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

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

Description:

Assistant Prosecutor

Mercer County Prosecuting Attorney's Office – Princeton, West Virginia

Must be a Licensed Attorney in the State of West Virginia that is in good standing with the State Bar.

Prefer candidates with criminal and/or civil trial experience.

Job Type: Full-time

Pay: Competitive Salary

Benefits:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Paid time off

Send a Resume, Cover Letter, and a list of three professional references to Brian Cochran

Posting Date: November 2, 2022

Expiration Date: January 2, 2023

Contact: Brian K. Cochran

Prosecuting Attorney

120 Scott Street Princeton , West Virginia 24740 United States

<https://www.mercercountywv.org/county-government/county-offices/prosecuting-attorney>

Resume Receipt: E-mail

Default email for resumes.: briancochranmcpa@gmail.com

Additional Documents: Cover Letter, Other Documents

ID: 10195

Associate Governmental Program Analyst

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s):

Elk Grove, California United States

Riverside, California United States

Oakland, California United States

Los Angeles, California United States

Bakersfield, California United States

Fresno, California United States

Job Description:

The incumbent performs a variety of tasks under the general supervision of the Staff Services Manager I. The Associate Governmental Program Analyst (AGPA) provides professional, quality service and accurate information to the public by accepting, investigating, and resolving the more varied and complex complaints of housing discrimination, denial of services by a public accommodation, and acts of hate violence under the Fair Employment and Housing Act, the Ralph Civil Rights Act and the Unruh Civil Rights Act. This is a full journey-level position.

This is a continuous and year-long posting with the following quarterly cutoffs:

EMPLOYMENT TEAM 2

- January 15
- April 15
- July 15
- October 15

Candidates must have eligibility and submit applications in each quarter by the cutoff date in order to be considered for that round of recruitment.

In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate: Experience in or knowledge of complete investigative techniques, methodology and/or settlement of complaints. Ability to communicate effectively both verbally and in writing and establish and maintain cooperative working relationships with co-workers, members of the public, and display excellent customer service skills. Ability to operate a computer and knowledge of Excel and Word software programs. Ability to interpret and apply laws and regulations to specific situations. Ability to follow oral and written instruction and established procedures. Ability to gather and analyze facts and evidence; reason logically, draw valid conclusions, and make appropriate recommendations and participate effectively in investigations and interviews. Ability to prepare written documents and accurate detailed reports clearly and concisely. Experience working as a project leader or coordinating the efforts of representatives on projects. Ability to speak a second language (bilingual) or American Sign Language preferred, but not required.

Posting Date: November 1, 2022

Expiration Date: December 8, 2022

Contact: Cristina S Granado
2218 Kausen Drive, Suite 100 ELK GROVE, California 95624 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=288098>

Additional Documents: Unofficial Transcript, Writing Sample

Visual ID: 9283

Estate Tax Legal Specialist 12 Month Roster

IRS

Job Type: Full-time

Job Location(s):
United States

Job Description:

Duties

WHAT IS THE SBSE SMALL BUSINESS SELF EMPLOYED NON-CAMPUS EXAMINATION DEPUTY OPERATIONS DIVISION?

A description of the business units can be found at: <https://www.jobs.irs.gov/about/who/business-divisions>

Vacancies will be filled in the following specialty areas: **SBSE, Examination Operations, Specialty Examination; Estate & Gift/Excise Tax**

The following are the duties of this position at the full working level. If this vacancy includes more than one grade and you are selected at a lower grade level, you will have the opportunity to learn to perform these duties and receive training to help you grow in this position.

- **Conducts independent field examinations of estate and gift tax returns involving legal, financial, investigative or other problems of substantial variety and complexity. The potential tax liability is significant.**
- **Determines the nature and extent of the examination to be made of assigned and related returns based on guidelines or information provided by the supervisor or designated senior employee.**
- **Assures that all property or interests of deceased persons and all transferred property of donors are disclosed on assigned returns and accurately valued. Applies audit, investigative and valuation techniques, such as reviewing books and records, analyzing complex legal documents, state inheritance tax proceedings and probate records, reviewing appraisals and available valuation data and case law, and securing and critically evaluating information from third parties to ascertain the value of includable and transferred property.**
- **Reviews appraisals prepared by taxpayer's experts and determines the value of business interests and real estate for estate and gift tax examinations.**
- **Analyzes information obtained and determines proper tax liability. This normally involves research into Federal, state, and local laws and court decisions to resolve questions regarding what property is includable in estates, allowable deductions and credits, and transferred property**

Qualifications Federal experience is not required. The experience may have been gained in the public sector, private sector or Volunteer Service. One year of experience refers to full-time work; part-time work is considered on a prorated basis. To ensure full credit for your work experience, please indicate dates of employment by month/year, and indicate number of hours worked per week, on your resume. You must meet the following requirements by the closing date of this announcement: BASIC REQUIREMENT : INSTRUCTIONS: BASIC QUALIFICATION REQUIREMENTS: All GRADES -- SELECTIVE PLACEMENT

FACTOR: To be eligible for this position, at any grade level, applicants must demonstrate the following: Knowledge of Legal Industry, including legal practices, federal codes and regulations, and application of complex legal principles to facts. To meet this requirement, the applicant must demonstrate the following experience: Substantive knowledge of state and federal laws, judicial decisions and precedents, legal codes, court procedures, legal practices, legal instruments and documents, government regulations, executive orders, and agency rules specific to tax administration and compliance. Exceptional skill in researching, interpreting, examining, analyzing and applying relevant state and federal laws, regulations, related statutes, and sub-regulatory guidance, sufficient to produce written reports, relevant forms, instructions, explanatory publications, legal memoranda, proposed legislation, and other materials, sufficient to address taxpayer rights and responsibilities, propose tax legislation or regulation, and issue opinions and/or decisions specific to tax administration or compliance. In addition to meeting the basic requirement above, to qualify for this position you must also meet the qualification requirements listed below: Specialized Experience GS- 11: You must meet one of the following requirements to qualify at this level. To be qualified for this position you must have successfully achieved an LL.M. from a full course of study in a School of Law accredited by the American Bar Association, a Ph.D. or equivalent doctoral degree in Law from a full course of study from an Accredited College or University, OR A State Accredited Law School, or a Ph.D. or equivalent doctoral degree in Law, OR A LL.B. or J.D. from a full course of study in a School of Law accrediting by the American Bar Association, or a State Accredited Law School, OR Master's or equivalent graduate degree in Law from a full course of study from an Accredited College or University. AND You must also have knowledge of the legal industry gained through education and experience working in a law practice or legal environment as a Litigation or Legal Specialist researching, interpreting, analyzing, and applying state and federal laws, rules and regulations, and authoring legal briefs or opinions. Applicants may also qualify with one-year of specialized experience at, or equivalent to, the grade 9 level (GS-9) working in a legal environment whereby you provided technical advice on legal requirements, conducted legal research and analysis, drafted/authored written opinions, decisions, and/or proposals on matters involving federal tax laws, rules, regulations, and practices. Experience must be sufficient to demonstrate: Knowledge of Federal tax laws, various State and foreign laws, judicial decisions, and precedents; Organizing, analyzing, and managing voluminous case information; Skill in researching and evaluating complex legal questions involving state and federal laws; Ability to reach a determination and take appropriate action to impact compliance with federal laws. Specialized Experience GS-12: You must have 1 year of specialized experience at a level of difficulty and responsibility equivalent to the GS-11 grade level in the Federal service. Specialized experience for this position includes: Experience working in a legal environment whereby you provided technical advice and guidance on Federal tax law requirements. Experience conducting legal research and analysis on complex Federal and State tax laws. Experience authoring legal opinions, decisions, determinations, or proposals on matters involving federal tax laws, rules, and/or regulations. Experience working with Federal, Gift, and Generation-Skipping Transfer tax laws, including Internal Revenue Code, Tax Regulations, IRS Revenue rulings and procedures and precedent decisions. Experience analyzing and adjudicating tax matters, appeals, settlement offers, or similar work related to Federal tax operations. For more information on qualifications please refer to OPM's Qualifications Standards. Education For positions with an education requirement, or if you are qualifying for this position by substituting education or training for experience, submit a copy of your transcripts or equivalent. An

official transcript will be required if you are selected. A college or university degree generally must be from an accredited (or pre-accredited) college or university recognized by the U.S. Department of Education. For a list of schools which meet these criteria, please refer to Department of Education Accreditation page. FOREIGN EDUCATION: Education completed in foreign colleges or universities may be used to meet the requirements. You must show proof the education credentials have been deemed to be at least equivalent to that gained in conventional U.S. education program. It is your responsibility to provide such evidence when applying. Click here for Foreign Education Credentialing instructions.

Posting Date: November 1, 2022

Expiration Date: December 8, 2022

Contact: Demetrius Whitfield
1111 Constitution Avenue Northwest Washington, District of Columbia
20224 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.usajobs.gov/job/686632900>

Additional Documents: Unofficial Transcript

Visual ID: 10192

Staff Attorney

New Mexico Legal Aid, Inc. (Albuquerque, NM)

Position Type: Full-time

Geographic Preference: Southwest (AZ, NM)

Job Location(s): Clovis, New Mexico (United States)
Silver City, New Mexico (United States)
Santa Fe, New Mexico (United States)
Hobbs, New Mexico (United States)
Las Vegas, New Mexico (United States)
Santa Ana, New Mexico (United States)
Las Cruces, New Mexico (United States)
Taos, New Mexico (United States)
Gallup, New Mexico (United States)
Albuquerque, New Mexico (United States)

Description:

Staff Attorney Santa Fe / Las Vegas
New Mexico Legal Aid (NMLA) provides civil legal services to low income New Mexicans for a variety of legal issues including domestic violence/family law, consumer protection, housing, and benefits. NMLA has locations throughout the state including Albuquerque, Santa Fe, Las Cruces, Gallup, Roswell, Silver City, Clovis, Hobbs, Las Vegas, Taos, and Santa Ana. For this position, the staff attorney will handle issues for eligible clients such as: Domestic Violence Consumer Issues Public Benefits Family Law Housing Other areas of poverty law The work will include:
Advising clients. Helping them prepare paperwork.
Representing clients in court and in administrative proceedings.
Conducting community education and outreach to eligible clients and community organizations as necessary. The attorney position will be based out of NMLA's Santa Fe office but will require travel to represent clients throughout Northern New Mexico including Santa Fe, Las Vegas, Espanola and other surrounding communities and may be assigned cases statewide, depending on the requirements of the case. Work from home options are available during COVID and the office recognizes the importance of COVID safety measures. NMLA offers a very collaborative environment and support for less experienced attorneys. NMLA handles a wide range of creative, challenging and complex work. We are looking for highly motivated candidates who are passionate about and strongly committed to helping NMLA better serve our client communities.
Requirements: Three years' experience as a licensed attorney preferred. Admission to practice in New Mexico required. Must be willing and able to travel. Must be able to effectively use computer technology and remote communications systems, including shared on-line workspaces and web meeting and videoconferencing software, to effectively collaborate and co-counsel with staff located in multiple offices. Excellent written and oral communication skills, Ability to manage multiple tasks, manage a caseload and build collaborative relationships within the staff and the community. Proficiency in Spanish is a plus.
Applicants will be subject to a background search. Please do not let this deter you from applying. NMLA is committed to strong workforce and recognizes that persons with marks on their record may still be able to perform admirably.
NMLA employees enjoy:
Being unionized
A great work environment
Great benefits including generous leave
Competitive salary

Applicants will be subject to a background check. Please do not let this deter you from applying. NMLA is committed to a strong workforce and recognizes that persons with marks on their record may still be able to perform admirably. Pay is dependent experience. NMLA provides a comprehensive benefits, holiday and leave packages. For information about NMLA's generous benefits and what it is like to work at NMLA [click here](#) Provide a current resume, three references, and a letter of interest explaining what you would like to accomplish if you are selected for this position by clicking here to apply. Salary: DOE, NMLA is an EEO Employer. Application Deadline: Until filled. Resumes will be reviewed on a rolling basis.

Posting Date: October 31, 2022

Expiration Date: December 30, 2022

Contact: Lisa Sams
Human Resources Administrator
505 Marquette NW, Suite 700 87102 P.O. Box 25486 Albuquerque,
New Mexico 87125-5486 United States

Resume Receipt: E-mail

Default email for resumes.: lisas@nmlegalaid.org

Additional Documents: Cover Letter

ID: 10190

Contract Specialist

Department of Energy (Washington, DC)

Job Type: Full-time

Job Location(s):

Pittsburgh, Pennsylvania United States

Golden, Colorado United States

Morgantown, West Virginia United States

Washington, District of Columbia United States

Albany, New York United States

Idaho Falls, Idaho United States

Job Description:

The Department of Energy is responsible for defining and advancing America's energy policy, technology, and security. Through our national laboratories and distinctive range of program centers we discover, deliver, and manage the energy breakthroughs that keep the nation and its economy safe and secure through the 21st century and beyond!

The Department of Energy is seeking motivated and highly-qualified candidates for exciting positions available in multiple locations throughout the United States.

The mission of the Energy Department is to ensure America's security and prosperity by addressing its energy, environmental and nuclear challenges through transformative science and technology solutions.

As a Contract Specialist, you may:

- Solicit, evaluate, negotiate, and award contracts with commercial organizations, educational institutions, nonprofit organizations, and State, local or foreign governments for furnishing products, services, construction or research and development to the Federal Government
- Administer contracts by assuring compliance with the terms and conditions of contracts, including resolution of problems concerning the obligations of the parties
- Terminate contracts by analyzing, negotiating, and settling claims and proposals
- Analyze and evaluate cost or price proposals and accounting systems data
- Plan, establish, or review contracts, programs, policies, or procedures
- Formulate and administer policies and procedures to ensure achievement of Federal socioeconomic goals, such as those affecting small business, labor surplus areas, and disadvantaged business firms
- Develop acquisition strategies and direct or manage procurement
- Provide staff advisory services in one or more of the specializations in this occupation

You must meet the Basic Requirement listed in the "Education Requirements" section and the "Specialized Experience" to qualify for this series as described below. **SPECIALIZED EXPERIENCE REQUIREMENTS:** A qualified candidate's online application and resume must demonstrate at least one year of specialized experience equivalent to the next lower grade level in the Federal service. Specialized experience for this position is defined as: GS-07: You must have one year of experience at a level of difficulty and responsibility equivalent to the GS-05 grade level in the Federal service. Experience is defined as: Assisting in developing appropriate solicitation packages that meet all legal,

regulatory, and policy requirements in response to the needs of the agency; Identifying applicable business practices and market conditions that evaluate bid/offer or responsiveness, contractor responsibility, and contractor performance; Assisting with the evaluation of contractual agreements within a set timeframe, in order to ensure technical protocol. OR Education: Applicants may substitute education for the required experience. To qualify based on education for this grade level you must have successfully completed one full academic year of graduate education or law school or superior academic achievement. OR Combination of education and experience: A combination of education and experience may be used to qualify for this position as long as the applicant possess specialized experience and graduate education beyond the first year of graduate study that together meet the requirements for this position. GS-09: You must have one year of experience at a level of difficulty and responsibility equivalent to the GS-07 grade level in the Federal service. Experience is defined as: Assisting in developing appropriate solicitation packages that meet all legal, regulatory, and policy requirements in response to the needs of the agency; Identifying applicable business practices and market conditions that evaluate bid/offer or responsiveness, contractor responsibility, and contractor performance; Assisting with the evaluation of contractual agreements within a set timeframe, in order to ensure technical protocol; Conducting a variety of routine, limited analyses requiring professional knowledge of contract management. OR Education: have successfully completed two full academic years of progressively higher level graduate education or masters or equivalent graduate degree or LL.B. or J.D. B. OR Combination of Education and Experience: A combination of education and experience may be used to qualify for this position as long as the applicant possess specialized experience and graduate education beyond the first two years of graduate study that together meet the requirements for this position. GS-11: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-09 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: applying acquisition, contract and procurement regulations to prepare solicitations containing appropriate provisions, clauses, terms and conditions that communicate requirements to industry; evaluating responses to solicitations for price reasonableness, compliance with terms and conditions, and adequacy of competition; coordinating contract/financial assistance actions with appropriate program/project managers to ensure contract information and documentation is accurate, complete and timely; and/or ensure acquisitions are compatible with overall mission, objectives, and projected program requirements and are consistent with mission requirements. OR FOR THE GS 11- have successfully completed a 3 full academic years of progressively higher level graduate education or Ph.D. or equivalent doctoral degree NOTE: There is no substitution of education for specialized experience at the GS-12 and above. GS-12: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-11 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: evaluating responses to solicitations for price reasonableness, compliance with terms and conditions, and adequacy of competition; applying acquisition, contract and procurement regulations to prepare solicitations containing appropriate provisions, clauses, terms and conditions that communicate requirements to industry; and/or administering contracts to include contract scope determinations, contract modifications, supplemental agreements, justifications, approval reviews/fair opportunity evaluations and claims disputes, and contract terminations. GS-13: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-12 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: analyzing, evaluating, approving, or redirecting the strategy, plans, and techniques of pre-award and post-award functions involving highly specialized acquisitions; evaluating responses to solicitations for price reasonableness, compliance with terms and conditions,

and adequacy of competition; conducting acquisition planning and contract pre-award functions to include: determining method of procurement and contract type, documenting the acquisition strategy, and obtaining appropriate approvals; administering contracts to include contract scope determinations, contract modifications, supplemental agreements, justifications, approval reviews/fair opportunity evaluations and claims disputes, and contract terminations; and/or interpreting and applying relevant laws, regulations, policies, standards, or procedures to specific contracting issues. GS-14: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-13 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: planning, establishing, or reviewing contracts, programs, policies, or procedures; negotiations techniques to conduct contract negotiations and deal with high level business and industry; evaluating or implementing contracting programs; leading or supervising contracting professionals providing contracting services for the acquisition of a wide range of supplies, services and/or construction; and/or contracting experience that demonstrated the ability to perform the full range of highly complex pre-award and post award activities utilizing a variety of types of contracts. GS-15: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-14 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: developing acquisition strategies and directing or managing procurements; providing staff advisory services in one or more of the specializations in this occupation; overseeing contractual actions and phases of the contract program; reviewing and analyzing the effects of proposed legislation and other regulations on acquisition programs; serving as an agency technical authority in the areas of acquisition and procurement; and/or developing policies, procedures, and guidelines pertaining to procurement. OPM Qualification Standards for the GS-1102 series can be found at the following website: OPM Qualification Standards for the GS-1102 series.

Posting Date: October 29, 2022

Expiration Date: December 5, 2022

Contact: Morgan McKnight
1000 Independence Ave., SW Washington, District of Columbia 20585 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.usajobs.gov/job/650901500>

Visual ID: 9412

Contract Specialist GS-7/15 (Remote or In Person)

Department of Energy (Washington, DC)

Job Type: Full-time

Job Location(s):

Albany, Oregon United States

Pittsburgh, Pennsylvania United States

Morgantown, West Virginia United States

Idaho Falls, Idaho United States

Washington, District of Columbia United States

Golden, Colorado United States

Job Description:

These positions are to be filled under the OPM Government-Wide Direct Hire Authority for STEM Positions or Infrastructure Investment and Jobs Act (IIJA - P.L. 117-58). This serves as a public notice for the use of the Direct Hire Authority in accordance with 5 U.S.C. 3327 and 5 CFR 330. Under this recruitment procedure, applications will be accepted for each location/installation identified. There may or may not be actual/projected vacancies at the time of your application.

This series includes positions that manage, supervise, perform, or develop policies and procedures for professional work involving the procurement of supplies, services, construction, or research and development using formal advertising or negotiation procedures; the evaluation of contract price proposals; and the administration or termination and close out of contracts. The work requires knowledge of the legislation, regulations, and methods used in contracting; and knowledge of business and industry practices, sources of supply, cost factors, and requirements characteristics.

- **As a Contract Specialist, you may:** Solicit, evaluate, negotiate, and award contracts with commercial organizations, educational institutions, nonprofit organizations, and State, local or foreign governments for furnishing products, services, construction or research and development to the Federal Government
- Administer contracts by assuring compliance with the terms and conditions of contracts, including resolution of problems concerning the obligations of the parties
- Terminate contracts by analyzing, negotiating, and settling claims and proposals
- Analyze and evaluate cost or price proposals and accounting systems data
- Plan, establish, or review contracts, programs, policies, or procedures
- Formulate and administer policies and procedures to ensure achievement of Federal socioeconomic goals, such as those affecting small business, labor surplus areas, and disadvantaged business firms
- Develop acquisition strategies and direct or manage procurement
- Provide staff advisory services in one or more of the specializations in this occupation

Multiple locations exist including remote work.

Posting Date: October 29, 2022

Expiration Date: December 5, 2022

Contact: Morgan McKnight

1000 Independence Ave., SW Washington, District of Columbia 20585 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.usajobs.gov/job/650901500#>

Visual ID: 9413

Law Clerk

Circuit Court for Garrett County (Garrett County MD)

Position Type: Full-time

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

Job Location(s): Oakland, Maryland (United States)

Description:

Law Clerk December 2022 Hire
Closing Date: Open Until Filled Office: Circuit Court for Garrett County, Judge-designate Justin N. Gregory Salary: \$53,823 Non-Bar Member
\$59,794 Bar Member FLSA Status: Exempt Position Type: Regular/Temporary, Full Time, At-Will Financial Disclosure: No
Essential Functions: The Law Clerk provides legal support to the Judge. Prepares memoranda and opinions, researches legal issues, prepares cases for Docket, reviews case files and motions as they are sent to Chambers, performs a variety of duties related to the court's case management and attends Court daily. Performs other duties as assigned. Education: Has obtained a Juris Doctorate degree from an ABA-accredited law school. Skills/Abilities: Excellent legal writing and research skills. Knowledge of laws, rules, court procedures and the progression of case from original charge through trial, sentencing, modification, and violation of probation stages. Knowledge of general office work such as filing and recording information. Knowledge of computer hardware and software. Excellent organizational and time management skills. Ability to perform legal research. Ability to read and understand law-related materials. Ability to compose orders and memoranda. Ability to apply policies, procedures, rules, regulations, and laws as required. Ability to perform all essential functions of this position. To apply, please send cover letter, resume, writing sample (no more than 5 pages long), transcripts (unofficial is acceptable), and references to: Belinda.Harvey@mdcourts.gov The Maryland Judiciary is a drug-free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, color, religion, age, sex, marital status, national origin, physical or mental disability, familial status, genetic information, gender identity or expression, sexual orientation, or any other characteristic protected by State or federal law. Applicants who need an ADA Accommodation for an interview should request the accommodation when notified of a request to be interviewed. Applicants must be United States citizens or eligible to work in the United States.

Posting Date: October 28, 2022

Expiration Date: December 30, 2022

Contact: Belinda Harvey
203 South Fourth Street, Room 205 Oakland , Maryland 21550
United States

Resume Receipt: E-mail

Default email for resumes.: Belinda.Harvey@mdcourts.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 10187

Assistant Trial Attorney

Fifth Judicial District Attorney's Office (Carlsbad, NM)

Position Type: Full-time

Geographic Preference: Southwest (AZ, NM)

Job Location(s): , Nationwide (United States)

Description:

Dianna Luce District Attorney Fifth Judicial District
Chaves, Eddy & Lea Counties

The Fifth Judicial District Attorney's Office has immediate Assistant Trial Attorney positions open for new and/or experienced attorneys. These positions are located in Carlsbad, Lovington and Roswell, New Mexico.

Job Description:

Assistant Trial Attorney provides for the prosecution of criminal and non-criminal cases. This position handles a variety of misdemeanors and lower-level felony cases, does legal research, and assists in trial teams. Work is performed in office and courtroom environments and seeks guidance from assigned supervisor and/or higher-level attorneys.

Skills/Knowledge/Abilities:

This position requires basic knowledge and skills in the areas of criminal prosecution, rules of evidence and rules of criminal procedure. The incumbent requires the ability to draft legal documents, work effectively with other criminal justice agencies, and research and analyze information. This position works independently and makes decisions within guidelines which include decisions to dismiss, proceed to trial, or negotiate plea agreements. Additional public relations, organization, and communication skills are a requirement of the position.

Salary: Salary will be based upon the New Mexico District Attorney's Salary Schedule with salary range of an Assistant Trial Attorney (\$ 65,000.00) to a Senior Trial Attorney (\$76,600.00) based upon experience.

Please send resumes (cover letter and transcripts optional)

ATTN/Hiring to:

Contact: Patrick Melvin, Chief Deputy District Attorney / Dianna Luce, District Attorney Email:

5thDA@da.state.nm.us

102 N Canal St. Suite 200

Carlsbad NM 88220

575-885-8822

Area Description:

The Fifth Judicial District Attorney's offices cover three counties in the Southeast corner of New Mexico. This region of the Chihuahuan Desert offers epic blue skies, incredible vista sunsets, and hikes and trails for any adventurer to enjoy. With communities that are full of art, dining, music,

and culture Southeastern New Mexico is a great place to call home.

Lea County Eddy County
Chaves County
100 N. Love Street, Suite 2 102 N Canal Street, Suite 200
400 N. Virginia Ave, Suite G-2 Lovington, NM 88260
Carlsbad, NM 88220 Roswell, NM 88201
Phone: 575-397-2471 Phone: 575-885-8822
Phone: 575-622-4121
Fax: 575-397-6484 Fax: 575-887-3516
Fax: 575-622-4126

Posting Date: October 27, 2022

Expiration Date: December 30, 2022

Contact: Tracee Waters
IPRA Coordinator
102 N. Canal St. Suite 200 Carlsbad, New Mexico 88220 United States

Resume Receipt: Other (see below)

How to Apply: 5thDA@da.state.nm.us

Additional Documents: Cover Letter, Unofficial Transcript

Requested Document Notes: Please send resumes (cover letter and transcripts optional)
ATTN/Hiring to:
Contact: Patrick Melvin, Chief Deputy District Attorney / Dianna Luce, District Attorney
Email: 5thDA@da.state.nm.us
102 N Canal St. Suite 200
Carlsbad NM 88220
575-885-8822

ID: 10183

Associate Attorney

The Law Office of Rosina C. Stambaugh (York PA)

Position Type: Full-time

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

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

Description:

Must have a JD

Admission to a State Bar (good standing);

A minimum of 2 years of experience in removal defense;

Must be able to work both independently and as part of a cohesive team.

Strong preference for Spanish speakers.

Competitive salary based on experience and excellent benefits.

Job Type: Full-time (in office)

Please submit resume and 3 references to rosina@rosinalaw.com

Posting Date: October 27, 2022

Expiration Date: December 30, 2022

Contact: Rosina Stambaugh

Esq

2930 Carol Rd, Suite A York, Pennsylvania 17402 United States

Resume Receipt: E-mail

Default email for resumes.: rosina@rosinalaw.com

ID: 10182

Staff Services Manager I (Specialist)

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s): Sacramento, California United States
Elk Grove, California United States

Job Description: Under the direction of the Assistant Deputy Director of Enforcement, the Staff Services Manager I (Specialist) serves as the divisional coordinator for business process analysis and implementation of processes, procedures, technology, and new civil law types. The SSM I (Specialist) will create program guidelines, review and process intake appeals, serve as a liaison for the Department for external stakeholders, external outreach and training, internal training, reporting, investigating, and coordinating the activities and track statistics for these complaints pursuant to the Fair Employment and Housing Act, Unruh Civil Rights Act, Ralph Civil Rights Act, Disabled Person Act and any other new laws passed by the California legislature that is under the Department's purview.

Posting Date: October 27, 2022

Expiration Date: December 3, 2022

Contact: Cristina S Granado
2218 Kausen Drive, Suite 100 ELK GROVE, California 95624 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=337043>

Visual ID: 10186

Staff Attorney

U.S. Department of Veterans' Affairs (Washington DC)

Job Type: Full-time

Job Location(s):

Las Vegas, Nevada United States
San Francisco, California United States
Seattle, Washington United States
Albuquerque, New Mexico United States
Portland, Oregon United States
Tacoma, Washington United States
Phoenix, Arizona United States
Loma Linda, California United States
San Diego, California United States
Los Angeles, California United States

Job Description:

The U.S. Department of Veterans Affairs (VA) Office of Chief Counsel, Pacific District, is seeking to fill several staff attorney positions which can be based in our offices in Phoenix, Los Angeles, Las Vegas, Loma Linda, San Diego, San Francisco, Portland, Tacoma, Albuquerque or Seattle. These staff attorney positions focus primarily on employment law matters.

The office of Chief Counsel provides legal services to VA clients, including three Veterans Integrated Networks, 28 major healthcare systems, the VBA Pacific District, with 12 Regional Offices, and the NCA-Pacific District with fourteen NCA Directors and 26 cemeteries. The Pacific District covers Alaska, Arizona, California, Hawaii, Idaho, New Mexico, Nevada, Oregon, Washington, three U.S. territories, and the Manila OPC in the Philippines. Our employment law attorneys provide day-to-day employment law advice and assistance to VA managers and supervisors in our nine-state area of responsibility. They also represent the Department in employment law litigation cases in administrative fora like the U.S. Merit Systems Protection Board and the U.S. Equal Employment Opportunity Commission.

The staff attorney positions will likely start at the GS-11 or GS-12 level, depending on experience and qualifications. The positions have promotion potential to the GS-14 level after two or three years, assuming fully successful performance. See OPM 2022 GS Pay Tables available [here](https://www.opm.gov/policy-data-oversight/pay-grades/): General Schedule ([opm.gov](https://www.opm.gov/policy-data-oversight/pay-grades/)).

The VA serves as a qualifying employer for the Public Service Loan Forgiveness (PSLF) Program. The PSLF Program forgives the remaining balance on your Direct Loans after you have made 120 qualifying monthly payments under a qualifying repayment plan while working full-time for a qualifying employer. More

information on the PSLF Program is available here:
<https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service#qualifying-employment>.

Starting date for the position is likely to be approximately six weeks after initial notice of selection, depending on the HR process.

Applicants should submit the required documents by email to Jeffrey.Stacey@va.gov or by mail to Chief Counsel, U.S. Department of Veterans Affairs, Office of Chief Counsel, Continental District, P.O. Box 25126, Denver, CO 80225.

We will review applications on an ongoing basis until we have selected enough qualified candidates.

Contact Jeffrey Stacey, Chief Counsel, with any questions at 303-914-5818 or email Jeffrey.stacey@va.gov.

Required application Documents:

- Cover letter highlighting relevant experience, including litigation experience
- Resume
- Law School Transcript(s)
- Writing Sample
- Three references
- Evidence of active attorney license in good standing

Posting Date: October 26, 2022

Expiration Date: December 1, 2022

Contact: Matthew S. Voss
Deputy Chief Counsel
10 Vermont Avenue Northwest Washington, District of Columbia 20420 United States

Resume Receipt: Other (see below)

Default email address for resumes: jeffrey.stacey@va.gov

How To Apply: Applicants should submit the required documents by email to Jeffrey.Stacey@va.gov or by mail to Chief Counsel, U.S. Department of Veterans Affairs, Office of Chief Counsel, Continental District, P.O. Box 25126, Denver, CO 80225. We will review applications on an ongoing basis until we have selected enough qualified candidates.

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

Additional Documents Notes:

- Cover letter highlighting relevant experience, including litigation experience
- Resume
- Law School Transcript(s)
- Writing Sample
- Three references
- Evidence of active attorney license in good standing

Visual ID: 10171

Supervising Attorney

Lively Law Firm

Position Type: Full-time

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

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

Description:

Job Description: Supervising Attorney

Position Overview:

Lively Law Firm is seeking an innovative lawyer to lead associate attorneys representing clients

in removal proceedings throughout the United States. The

Supervising Attorney will be

responsible for leading one or more branch offices to ensure that Lively Law Firm attorneys

represent clients with care, compassion and skill and through

aggressive deportation defense,

appellate practice, and federal litigation.

The Supervising Attorney will work closely with the CEO to develop and implement processes

and procedures to increase efficiency and positive case outcomes.

In addition to overseeing

attorneys and staff, the Supervising Attorney will represent clients

and maintain a caseload on a

limited basis.

Responsibilities:

Supervise associate attorneys and support staff to ensure high quality, innovative legal

representation to clients are provided;

Oversee legal strategy through direct supervision of a team of lawyers and support staff;

Monitor substantive legal work and provide consult and advice to associate attorneys;

Set clear performance expectations and goals, give regular performance feedback, help

prioritize workloads, help troubleshoot challenges, and maintain appropriate professional

development plans;

Ensure staff development through mentoring and training;

Ensure staff compliance with identified Key Performance Indicators (KPIs);

Represent clients by maintaining a caseload and co-counseling with staff attorneys;

Serve as an in-house expert on US immigration law by updating internal LLF colleagues on

changes in immigration law affecting LLF's clients as needed;

Identify, develop, and implement processes and procedures that increase efficiency and

positive case outcomes;

Other duties as assigned.

Qualifications:

Law Degree (JD) from an ABA-accredited U.S. institution and admission to any state bar

5 years or more experience of deportation defense

Strong legal supervision skills and superb legal judgment

Demonstrated commitment to immigration law

Excellent writing skills

Flexibility

Demonstrated success rate in front of EOIR and BIA

Ability to oversee and provide supervision on a reasonably high

case volume and work under time pressure
Demonstrated ability to promote an organizational culture that reflect Lively Law Firm's core values of empathy, fearlessness, and excellency
Salary:
Salary is between \$100,000-\$120,000 and commensurate with qualifications and includes excellent benefits, including reimbursement of major health insurance, life insurance, long-term disability, retirement plan, vacation, personal time, and ability to work from home. This position may be performed remote or in one of our offices.

Posting Date: October 24, 2022

Expiration Date: December 30, 2022

Contact: Ashley Lively
Company Owner
2221 Edge Lake Drive Charlotte, North Carolina 28217 United States

Resume Receipt: E-mail

Default email for resumes.: ashley@livelylawfirm.com

ID: 10164

Associate

Funkhouser & Smith, PLLC. (Fairmont, WV)

Position Type: Full-time

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

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

Description:

The firm of Funkhouser & Smith, PLLC, is seeking a full time associate attorney for their office in Fairmont, West Virginia. The candidate should be willing to take on a variety of legal challenges and have the ability to work independently. The candidate will be required to litigate criminal, civil and family law matters as well as prepare legal documents including, but not limited to deeds, wills, trusts, leases and other types of contracts. The candidate will also be required to perform research and prepare pleadings for both civil and criminal matters. You must have passed the bar exam prior to the interview or already be licensed to practice in West Virginia.

Funkhouser & Smith, PLLC, is a firm comprised of four attorneys, four administrative assistants, an office manager, and a bookkeeper. Please submit your resume, a short writing sample, and a cover letter addressing why you feel that a small law firm is a good fit for you to

Posting Date: October 20, 2022

Expiration Date: December 31, 2022

Contact: John R. Funkhouser
Partner
103 Adams Street, Suite 200 Fairmont

Resume Receipt: E-mail

Default email for resumes.: john@funkhouserandsmith.com

Additional Documents: Cover Letter, Writing Sample

ID: 6392

CLINICAL IMMIGRATION FELLOWSHIP

Cardozo School of Law Immigration Justice Clinic (New York)

Position Type: Fellowship

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

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

Description:

BENJAMIN N. CARDOZO SCHOOL OF LAW • YES
HIVA UNIVERSITY

KATHRYN O. GREENBERG

(646) 592-6416
IMMIGRATION JUSTICE CLINIC

FAX (212) 790-0256

CLINICAL IMMIGRATION FELLOWSHIP

The Cardozo School of Law's Kathryn O. Greenberg Immigration Justice Clinic is interested in hiring an attorney as a Clinical Teaching Fellow to begin in the summer of 2023. Past fellows have generally had 3-5 years of practice experience prior to coming to the clinic and have generally worked with the clinic for 2-3 years. The annual salary for fellows is \$72,000 with full benefits.

The Fellow's core responsibilities would include a combination of the following:

- work on deportation defense or related cases in the immigration, federal, and state courts;
- work on impact litigation and advocacy projects with immigrant community-based and national advocacy organizations;
- supervision of clinic students on litigation and advocacy projects;
- assistance in teaching and administering the clinic seminar; and
- primary responsibility for the clinic docket during the summer session.

In addition, the Fellow would have significant autonomy to construct their own docket of relevant work in accordance with their interests and would have the opportunity to take part in the academic life of the law school. This position is ideal for candidates interested in the substantive areas of immigration or criminal law, candidates interested in transitioning from direct service to impact work, candidates seeking supervisory experience, and/or candidates interested in careers in clinical teaching. Past fellows have gone on to positions as clinical professors, executive directors of non-profits, managing attorneys of direct service immigration practices, and leadership positions in government, including a former fellow who was recently appointed to the Board of Immigration Appeals.

The Immigration Justice Clinic at Cardozo is an in-house year-long intensive live client clinic in which students represent immigrants in a variety of matters. Individual cases most frequently involve deportation/removal proceedings in the immigration and federal courts. Substantively, the clinic's docket focuses primarily on immigrants facing deportation because of encounters with the criminal justice system and more generally on immigration enforcement issues. In addition, students and fellows have the opportunity to represent immigrant community-based and national advocacy organizations engaged in impact projects on cutting-edge immigration issues. Impact litigation and legislative advocacy are mainstays of the clinic's docket. You can learn more about the clinic under the "Learn About Our Work" link at <http://www.cardozo.yu.edu/immigrationjusticeclinic>.

The clinic directors, Peter L. Markowitz and Lindsay Nash, are full-time members of the Cardozo faculty and will be responsible for mentoring, training, and supervising the Fellow.

To apply, please send a cover letter, resume and list of at least three references (ideally academic and professional) to: Linda Falk at immigration.justice.cardozo@gmail.com as soon as possible. Please put "IJC Fellowship" in the subject line. Applications will be reviewed on a rolling basis.

JACOB BURNS INSTITUTE FOR ADVANCED LEGAL STUDIES
BROOKDALE CENTER • 55 FIFTH AVENUE • NEW YORK, NY
10003-4391

Posting Date: October 12, 2022	
Expiration Date: December 31, 2022	
Contact:	Linda Falk BROOKDALE CENTER ♦ 55 FIFTH AVENUE New York, New York 10003-4391 United States
Resume Receipt: E-mail, Other (see below)	
Default email for resumes.: immigration.justice.cardozo@gmail.com	
How to Apply:	To apply, please send a cover letter, resume and list of at least three references (ideally academic and professional) to: Linda Falk at immigration.justice.cardozo@gmail.com as soon as possible. Please put "IJC Fellowship" in the subject line. Applications will be reviewed on a rolling basis.
Additional Documents: Cover Letter	
Requested Document Notes:	To apply, please send a cover letter, resume and list of at least three references (ideally academic and professional) to: Linda Falk at immigration.justice.cardozo@gmail.com as soon as possible. Please put "IJC

Fellowship" in the subject line. Applications will be reviewed on a rolling basis

ID: 10135

Several Assistant Public Defender

Public Defender Corporation First Circuit (Morgantown, WV)

Position Type: Full-time

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

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

Description:

The Newly established Public Defender's Office in Morgantown is looking to fill several Assistant Public Defender Positions. These Positions are anticipated to begin in December 2022.

Responsibilities include: Representation of indigent persons in misdemeanor and felony cases, juvenile, abuse and neglect, mental hygiene, extraditions, habeas corpus, appeals, court hearings and general trial proceedings. Willingness to engage in the "holistic defense" model and assist clients in their needs inside and outside of the courtroom.

Salary Range: \$60,000 - \$70,000 Salary commensurate with experience and qualifications.

Please send resume, references, and writing sample to:

Justin M. Hershberger, Public Defender,

Seventeenth Judicial Circuit Public Defender Corporation

265 Spruce Street, Suite 300

Morgantown, West Virginia 26505

or by email to: Justin@mondefender.org or facsimile to 304-974-0410

Posting Date: September 14, 2022

Expiration Date: December 30, 2022

Contact: Justin M. Hershberger
Public Defender
P.O. Box 347 Wheeling

Resume Receipt: E-mail

Default email for resumes.: hershberger@wheelingpdc.org

Additional Documents: Writing Sample

ID: 10028

Assistant Attorney General-Appellate

Office of the WV Attorney General

Position Type: Full-time

Practice Area(s): Appellate

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

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

Description:

Assistant Attorney General / Criminal Appeals. The Office of the West Virginia Attorney General currently is seeking attorneys for its Appellate Division. Responsibilities will include briefing and arguing appeals before the West Virginia Supreme Court of Appeals, the U.S. Court of Appeals for the Fourth Circuit, and other courts in a variety of matters including, but not limited to, direct criminal appeals. Experience with a judicial clerkship and/or two years of appellate practice are preferred. Candidates must also have an active WV law license or be eligible for admission.

To apply, please submit a brief cover letter, your resumé, a list of references, writing sample, and any other information you believe would allow our Office to evaluate your application to the following email address: jobs@wvago.gov with "Appellate Attorney" in the subject line.

Posting Date: July 25, 2022

Expiration Date: December 31, 2022

Contact: Lori Sovel

Director of Human Resources

1900 Kanawha Blvd., East State Capitol, Building 1, Room E-26

Charleston, West Virginia 25305 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

ID: 9794

Family Law Attorney

Franklin County Legal Services (Chambersburg, Pennsylvania)

Position Type: Full-time

Practice Area(s): ANY AREA NOT LISTED - OTHER

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

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

Description:

Family Law Attorney Position Opening

Franklin County Legal Services ("FCLS") is a charitable, nonprofit agency located in Chambersburg, Pennsylvania. FCLS was founded in 2002. Our mission is to provide access to legal representation, advice, and education to low-income individuals with civil legal problems. Services are provided free of charge to the recipients of the services. Our work provides access to justice and helps meet basic human needs through the provision of civil legal services. Access to help for all types of civil legal problems is provided by FCLS with our primary in-house practice areas focusing on the greatest needs of family law, immigration, and landlord/tenant.

FCLS is seeking applicants for a full-time Family Law Attorney position. The Family Law Attorney will provide civil legal services to indigent clients, with a focus on child custody matters. The Family Law Attorney will participate with the Franklin County Bar Association's family law section and coordinate services with the Bar and Court as needed. The Family Law Attorney will participate in screening/advice sessions for potential clients. Position may involve remote work and travel.

The position is funded for two years with the possibility of extension.

QUALIFICATIONS:

- Graduate of an ABA accredited law school;
- Admission to the Pennsylvania Bar;
- Will consider law school graduates prior to Bar admission and attorneys licensed in another state;
- Experience in Pennsylvania Family Law preferred;
- Ability to work independently; and
- Strong commitment to public interest law.

SALARY AND BENEFITS

Salary range: \$50,000 to \$60,000 per year, depending upon experience

Generous paid leave, healthcare benefits, telework options, and professional/membership fees are provided. FCLS attorneys are eligible to apply for the PA IOLTA Board Loan Repayment Assistance Program offered by the Pennsylvania Bar Foundation.

HOW TO APPLY:

Submit resume and cover letter via email (brittany@fcls.net) to Brittany Henderson, Executive Director. Subject Line: Attorney Position.

Applications will be accepted until the position is filled. Equal Opportunity Employer.

Revised July 18, 2022

Posting Date: July 19, 2022

Expiration Date: July 19, 2023

Salary Range: 50,000 - 59,999

Contact: Ms. Gloria M. Keener
Executive Director
336 Lincoln Way East Suite B Chambersburg, Pennsylvania 17201
United States
<http://www.fcls.net>

Resume Receipt: E-mail

Default email for resumes.: brittany@fcls.net

Additional Documents: Cover Letter

ID: 9773

Civil Trial Attorney

The United States Department of Justice, Antitrust Division (Washington, D.C.)

Position Type: Full-time

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

Job Location(s): Washington, District of Columbia (United States)

Description:

CIVIL TRIAL ATTORNEY

ANTITRUST DIVISION (ATR)

ATTORNEY

WASHINGTON, DC

UNITED STATES

E22-06-005

About the Office:

The United States Department of Justice, Antitrust Division, is seeking highly qualified attorneys to serve as Trial Attorneys in its seven civil enforcement sections in Washington, DC. These sections are responsible for the enforcement of the antitrust laws, competition advocacy, and competition policy. They handle civil matters of regional, national, and international scope.

Our office places a high value on diversity of experiences and perspectives and encourages applications from individuals from all ethnic and racial backgrounds, veterans, LGBT individuals, and persons with disabilities.

Job Description:

The sections in Washington, DC, are responsible for civil antitrust investigations, enforcement, and litigation; review of merger filings; competition advocacy; and competition policy in multiple sectors of the economy, as described below:

Civil Conduct Task Force: investigating and prosecuting civil nonmerger matters across a broad range of industries.

Defense, Industrials & Aerospace Section: defense, avionics and aeronautics, industrial equipment, road and highway construction, and metals and mining and waste industries.

Financial Services, Fintech & Banking Section: financial services and technology, credit and debit cards, residential real estate services, book and ebook publishing, printing, concert ticketing, promotions, and venues.

Healthcare & Consumer Products Section: health insurance, healthcare, healthcare technology, wood products (including pulp, paper, and timber), grocery products (including dairy, bread, and beer), appliances, and retail products (including cosmetics and vitamins/supplements).

Media, Entertainment & Communications Section: broadcast media; newspapers; television and film production; audio and video streaming services; sports and recreation; gambling; and communications services, including internet, mobile wireless, commercial satellites, and telecommunications infrastructure and equipment.

Technology & Digital Platforms Section: computer hardware and software, high technology component manufacturing, internet-related businesses, and gig economy platforms.

Transportation, Energy, & Agriculture Section: aviation, railroads, trucking, ocean shipping, hotels, restaurants, travel services, electricity, oil field services, crops, seeds, fish, and livestock.

Responsibilities as a Trial Attorney in one of the Division's civil sections include merger review, civil investigations and litigation of anticompetitive conduct as well as public advocacy for policies that ensure an innovative and competitive marketplace. Attorneys in these

sections frequently grapple with challenging cases involving technical complexity, technological change, barriers to entry and evolving competitive and regulatory landscapes. Attorneys in the Civil Conduct Task Force work almost exclusively on civil conduct matters, and generally do not work on merger review. Attorneys in the other civil litigating sections in DC work mostly on merger review, though will also have opportunities to work on civil conduct matters.

Qualifications:

Your resume and supporting documentation will be used to determine whether you meet the position qualifications listed in this announcement. If you are minimally qualified for this position, your resume and supporting documentation will be sent to the hiring official for employment consideration. To qualify, an applicant must:

Be a citizen of the United States;

Possess a J.D. or equivalent degree, be an active member of the bar in good standing (any U.S. jurisdiction), and have at least one year of post J.D. legal experience to qualify at the GS-12 level, one and one-half years of post J.D. legal experience to qualify at the GS-13 level, two and one-half years of post J.D. legal experience to qualify at the GS-14 level, and/or at least four years of post J.D. legal experience to qualify at the GS-15 level;

Have experience in the investigation of potential civil antitrust violations, or general federal litigation experience, including civil cases; and

Demonstrate excellent writing, analytical, and interpersonal skills.

Salary:

Candidates are being solicited at the GS-12, 13, 14 and 15 levels, with salaries up to \$176,300 per annum, depending on qualifications and experience. <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2022/general-schedule/>

Travel:

Domestic and international travel may be required.

Application Process:

Applications will be accepted until April 4, 2023. To receive consideration, please reference announcement E22-06-O05, and submit a resume, description of significant antitrust experience and/or litigation experience (including your role on each matter or litigation), and a writing sample/brief (no more than 15 pages). If you are a current or recent Federal employee, you must also submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect and a copy of your latest Notification of Personnel Action (SF-50).

Please submit your application through USAJOBS (www.usajobs.gov).

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

Once an account has been created, apply to the USAJOBS vacancy: <https://www.usajobs.gov/job/646656800>

Applicants should familiarize themselves and comply with the relevant rules of professional conduct regarding any possible conflicts of interest in connection with their applications. In particular, please notify this Office if you currently represent clients or adjudicate matters in which this Office is involved and/or you have a family member who is representing clients or adjudicating matters in which this Office is involved so that we can evaluate any potential conflict of interest or disqualification issue that may need to be addressed under those circumstances.

Application Deadline:

Tuesday, April 4, 2023
Relocation Expenses:
Relocation expenses are not authorized.
Number of Positions:
Many
Updated July 8, 2022
* * *

Department Policies

COVID-19 Vaccination: Federal agencies may request information regarding the vaccination status of selected applicants for the purposes of implementing other workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

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 race, color, religion, national origin, sex - including gender identity, sexual orientation, or pregnancy status - or because of age (over 40), physical or mental disability, protected genetic information, parental status, marital status, political affiliation, or any other non-merit based 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. For more information, please review our full EEO Statement.

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 disabilities are encouraged to contact one of the Department's Disability Points of Contact (DPOC) to express an interest in being considered for a position. 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. Congress generally prohibits agencies from employing non-citizens within the United States, except for a few narrow exceptions as set forth in the annual Appropriations Act (see, <https://www.usajobs.gov/Help/working-in-government/non-citizens/>). Pursuant to DOJ component policies, only U.S. citizens are eligible for employment with the Executive Office for Immigration Review, U.S. Trustee's Offices, and the Federal Bureau of Investigation. Unless otherwise indicated in a particular job advertisement, qualifying non-U.S. citizens meeting immigration and appropriations law criteria may apply for employment with other DOJ organizations. However, please be advised that the appointment of non-U.S. citizens is 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. All DOJ employees are subject to a residency requirement. Candidates must have lived in the United States for at least three of the past five years. The three-year period is cumulative, not necessarily consecutive. Federal or military employees, or dependents of federal or military employees serving overseas, are excepted from this requirement. This is a Department security requirement which is waived only for extreme circumstances and handled 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 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 their retirement was due to a permanent service-connected disability or that they were transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

USAO Residency Requirement: Assistant United States Attorneys must reside in the district to which appointed or within 25 miles thereof. See 28 U.S.C. 545 for district specific information.

* * *

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.

Posting Date: July 15, 2022

Expiration Date: April 4, 2023

Contact: Mr. Richard L. Parker
Liberty Square Building 450 5th Street, NW Washington, District of
Columbia 20530 United States

Resume Receipt: Other (see below)

How to Apply: <https://www.usajobs.gov/>

ID: 9754

Criminal Trial Attorney

The United States Department of Justice, Antitrust Division (Washington, D.C.)

Position Type: Full-time

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

Job Location(s): San Francisco, California (United States)
New York, New York (United States)
Chicago, Illinois (United States)
Washington, District of Columbia (United States)

Description:

CRIMINAL TRIAL ATTORNEY

ANTITRUST DIVISION (ATR)

ATTORNEY

UNITED STATES

E22-07-O05

About the Office:

The United States Department of Justice, Antitrust Division, is seeking highly qualified attorneys to serve as Trial Attorneys in its criminal enforcement sections based in Washington DC, Chicago, New York, and San Francisco. These offices investigate and prosecute criminal violations of the federal antitrust and related laws, including those involving corporations and individual executives, and handle criminal matters of regional, national, and international scope.

Our office places a high value on diversity of experiences and perspectives and encourages applications from individuals from all ethnic and racial backgrounds, veterans, LGBT individuals, and persons with disabilities.

Job Description:

The Division's criminal enforcement program investigates and prosecutes price fixing, bid rigging, bribery, and other fraudulent schemes designed to undermine competition. Successful applicants will be given significant responsibility and have immediate involvement with matters of national importance. The attorneys hired can expect a collegial and stimulating environment working with experienced attorneys on cutting-edge matters, as well as the satisfaction of serving the public interest.

As a Trial Attorney in one of the criminal enforcement sections or offices noted above, responsibilities will include investigation and prosecution of price fixing, bid rigging, bribery, and other fraudulent schemes designed to undermine competition. These responsibilities will also include investigation of conduct designed to obstruct the government's investigation.

In furthering the work of the Division, Trial Attorneys will work closely with FBI and other law enforcement agents to develop investigative strategies; coordinate with various law enforcement agencies and offices throughout the United States and cartel agencies around the globe, and represent the United States before grand juries in districts throughout the United States and in District Court at arraignments, hearings, and trials.

Qualifications:

Your resume and supporting documentation will be used to determine whether you meet the position qualifications listed in this announcement. If you are minimally qualified for this position, your resume and supporting documentation will be sent to the hiring official for employment consideration. To qualify, an applicant must:

Be a citizen of the United States;

Possess a J.D. or equivalent degree, be an active member of the bar in

good standing (any U.S. jurisdiction), and have at least one full year of post J.D. legal experience to qualify at the GS-12 level; at least one and one-half years of post J.D. legal experience to qualify at the GS-13 level; two and one-half years of post J.D. legal experience to qualify at the GS-14 level, and/or at least four years of post J.D. legal experience to qualify at the GS-15 level;
Have experience in the investigation of potential federal criminal or civil antitrust and/or white-collar criminal violations and litigation of such violations; and

Have litigation experience, including criminal and/or civil trials.

Salary:

Candidates are being solicited at the GS-12, 13, 14 and 15 levels, with salaries up to \$176,300 per annum, depending on qualifications and experience. <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2022/general-schedule/>

Travel:

Domestic and international travel may be required.

Application Process:

Applications will be accepted until April 4, 2023. To receive consideration, please reference announcement E22-07-O05, and submit a resume, description of significant antitrust experience and/or litigation experience (including your role on each matter or litigation), and a writing sample/brief (no more than 15 pages). If you are a current or recent Federal employee, you must also submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect and a copy of your latest Notification of Personnel Action (SF-50).

Please submit your application through USAJOBS (www.usajobs.gov).

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

Once an account has been created, apply to the USAJOBS vacancy: <https://www.usajobs.gov/job/646655900>

Applicants should familiarize themselves and comply with the relevant rules of professional conduct regarding any possible conflicts of interest in connection with their applications. In particular, please notify this Office if you currently represent clients or adjudicate matters in which this Office is involved and/or you have a family member who is representing clients or adjudicating matters in which this Office is involved so that we can evaluate any potential conflict of interest or disqualification issue that may need to be addressed under those circumstances.

Application Deadline:

Tuesday, April 4, 2023

Relocation Expenses:

Relocation expenses are not authorized.

Number of Positions:

Many

Updated July 8, 2022

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Department Policies

COVID-19 Vaccination: Federal agencies may request information regarding the vaccination status of selected applicants for the purposes of implementing other workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

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 race, color, religion, national origin, sex - including gender identity, sexual orientation, or pregnancy status - or because of age (over 40), physical or mental disability, protected genetic information, parental status, marital status, political affiliation, or any other non-merit based 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. For more information, please review our full EEO Statement.

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 disabilities are encouraged to contact one of the Department's Disability Points of Contact (DPOC) to express an interest in being considered for a position. 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. Congress generally prohibits agencies from employing non-citizens within the United States, except for a few narrow exceptions as set forth in the annual Appropriations Act (see, <https://www.usajobs.gov/Help/working-in-government/non-citizens/>). Pursuant to DOJ component policies, only U.S. citizens are eligible for employment with the Executive Office for Immigration Review, U.S. Trustee's Offices, and the Federal Bureau of Investigation. Unless otherwise indicated in a particular job advertisement, qualifying non-U.S. citizens meeting immigration and appropriations law criteria may apply for employment with other DOJ organizations. However, please be advised that the appointment of non-U.S. citizens is 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. All DOJ employees are subject to a residency requirement. Candidates must have lived in the United States for at least three of the past five years. The three-year period is cumulative, not necessarily consecutive. Federal or military employees, or dependents of federal or military employees serving overseas, are excepted from this requirement. This is a Department security requirement which is waived only for extreme circumstances and handled 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 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 their retirement was due to a permanent service-connected disability or that they were transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

USAO Residency Requirement: Assistant United States Attorneys must reside in the district to which appointed or within 25 miles thereof. See 28 U.S.C. 545 for district specific information.

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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.

Posting Date: July 15, 2022

Expiration Date: April 23, 2023

Contact: Mr. Richard L. Parker
Liberty Square Building 450 5th Street, NW Washington, District of
Columbia 20530 United States

Resume Receipt: Other (see below)

How to Apply: <https://www.usajobs.gov/>

ID: 9753

Free Office Space for New Attorney & Mentor program

Law Office of Kenneth Vercammen Metuchen Public Defender

Position Type: Part-time

Practice Area(s): All Practice Areas

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

Job Location(s): Edison, New Jersey (United States)

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 to learn about our office. More details at 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

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 and 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.

Posting Date: December 24, 2020

Expiration Date: December 31, 2022

Salary Range: Not Applicable

Contact: Kenneth Vercammen Esq.
2053 Woodbridge Ave. Edison, New Jersey 08817 United States
<http://www.njlaws.com/public-defender-volunteer.html>

Resume Receipt: Other (see below)

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

Additional Documents: Cover Letter

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

ID: 6831
