



## **Assistant Director Student Advocate - Global Affairs**

WVU

**Position Type:** Full-time

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### **Description:**

#### **Description**

The Office of Global Affairs at West Virginia University invites applications for the position of Assistant Director Student Advocate. In collaboration and under the direction of the Executive Director of the International Student and Scholars Services (ISSS), this position coordinates the international students support from the point of admission, through their studies, and post-graduation. This includes advising students on immigration requirements, personal, social, academic, and adjustment issues and how these may intersect with other aspects of their lives.

**In order to be successful in this position, the ideal candidate will:**

#### **IMMIGRATION SERVICES**

- Coordinates immigration advising needs and student caseloads of the Student Unit team.
- Identifies and monitors the constantly changing peak schedules and needs of the Student Unit Team functions and advises the Executive Director of ISSS on the best ways to maximize team' workflow, efficiency and capacity.
- Offers guidance to WVU academic departments and key contacts on regulatory requirements, institutional policies, and ISSS/Student Unit protocols.
- Coordinates and participates in the issuance of I-20/DS-2019 documents for initial and post-initial requests.
- Coordinates and participates in student advising on Curricular Practical Training (CPT), Optional Practical Training (OPT), Academic Training (AT), program extensions and STEM extensions, among other functions.
- Each term oversees the OPT application process to ensure the students' applications are complete and handled/recommended to USCIS in a timely fashion.
- Manages immigration training of the Student Unit Immigration Advisors regarding student immigration issues.
- Coordinates the issuance of Student Unit verification letters for the purposes of obtaining social security number and Driver License. Creates and implements communication methods to inform and remind F-1 and J-1 students of immigration status maintenance requirements throughout the year and after graduation.

### **ADVISING**

- As a subject matter expert, delivers expert immigration content knowledge, ensures F-1 and J-1 visa status maintenance and compliance requirements, and provides travel guidance to students via individual and group advising.
- Manage advising and referral for international students, staff and their families concerning personal, social, academic, and adjustment issues.
- Creates and implements on campus resources specific to the international student experience, including career exploration, financial aid, health insurance and/or employment opportunities, and provides necessary guidance.
- Designs and implements semester advising schedule, providing structure for daily advising availability to deliver both federal immigration and institutional information to students.
- Supports students in navigating international student insurance, tax, and social security issues.

### **STUDENT ADVOCATE**

- Provides an effective voice for international students who face significant obstacles with their program, so they receive the resources they need to succeed educationally.
- Provides confidential advocacy in relation to the WVU academic and procedural rules and practices. This includes assistance, advice and/or advocacy for such matters as: special consideration requests, grade disputes, appeal processes and representation, grievance or complaint, student misconduct, complaints, enrollment issues, university rules and practices.
- Ensures that the student is fairly represented by providing relevant information, referral and advice as well as acting as an advocate, liaison or support person.

### **Qualifications**

- Master's degree in a related field or an equivalent combination of education and experience. Bachelor's degree is required.
- At least 3-years working in higher education with experience in student life or international student services
- At least 1-year experience working with other cultures or living/working abroad
- Supervisory experience is preferred.
- Substantial and continually refreshed knowledge of immigration regulations are critical to help maintain institutional and international students' compliance with all relevant federal regulations
- Administrative and budgetary management skills
- Analytical and problem-solving skills

- Excellent oral and written skills, and strong public speaking skills
- Commitment to justice- and equity-based work, cross-cultural awareness, understanding of the international student experience, and comprehensive knowledge of the F-1 and J-1 federal immigration regulations.

### **Requirements** Resume

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

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

<b>Desired Class Level:</b> Graduate/Alumni
<b>Posting Date:</b> April 5, 2019
<b>Expiration Date:</b> May 5, 2019
<b>Contact:</b> Human Resources
<b>Resume Receipt:</b> Other (see below)
<b>How to Apply:</b> <a href="https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=11494&amp;tz=GMT-04%3A00&amp;tzname">https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=11494&amp;tz=GMT-04%3A00&amp;tzname</a>
<b>Additional Documents:</b> Other Documents
<b>ID:</b> 4518

## Internship for Summer 2019

West Virginia Center on Budget and Policy

**Position Type:** Summer

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**Description:**

The WVCBP seeks to hire an intern for the summer of 2019 to research and analyze issues associated with mass incarceration in WV. Interns will work closely with WVCBP staff, coalition partners, and other stakeholders to collect and analyze data related to sentencing, probation, fiscal policy, community-based prevention, and evidence-based solutions, examining policies and practices that perpetuate racial inequity at every stage of the justice system, and avenues to remove barriers that make it harder for individuals previously involved in the justice system to find employment.

The WVCBP internship program's mission is to partner our organization with highly motivated undergraduate and graduate students committed to building a shared prosperity through policy change. Our internship program prepares students for potential employment in the non-profit policy world by training them to conduct rigorous data and policy analysis while developing effective communications strategies.

The WVCBP offers summer internships paid at \$15.00 per hour. A typical internship runs from mid May to early August. Internships are full-time and include paid vacation and sick days. Interns work closely with WVCBP staff focusing on one of the following tracks:

- Outreach and Communications
- Policy research and Analysis

WVCBP interns are current students at a higher-education institution, or recent graduates, with preference given to graduate students.

To apply, please submit the following to [info@wvpolicy.org](mailto:info@wvpolicy.org):

- Resume
- 2-3 page writing sample
- One academic reference, one work-

related reference, one personal  
reference

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

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**Posting Date:** April 5, 2019

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**Expiration Date:** May 5, 2019

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**Contact:** Human Resources  
United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** info@wvpolicy.org

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

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**ID:** 4520

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## 2 Judicial Law Clerk Positions (1 yr term beginning Aug 2019)

Indiana County Court of Common Pleas, Pennsylvania

**Position Type:** Full-time

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**Description:**

**Pennsylvania law clerk opportunity:**

Indiana County Court of Common Pleas,  
Pennsylvania

40th Judicial District

**Job Title:**

2 Judicial Law Clerk positions open for  
The Honorable Thomas M. Bianco and  
The Honorable Michael T. Clark

**Salary:** \$39,718 plus benefits

**Term of Appointment:** 1 year beginning  
August 2019

**Requirements:** Must be a law school  
graduate by position start date

**Responsibilities:** Assisting the Court,  
including conducting legal research,  
completing legal writing projects, and  
observing court proceedings.

**Please include:** Cover letter, resume, and  
two (2) letters of recommendation. A  
writing sample is required at the time of the  
interview.

**Deadline to submit:** As soon as possible

**Submit to:**

Christy Donofrio, Esq.

District Court Administrator  
Indiana County Courthouse  
825 Philadelphia Street, 2nd Floor  
Indiana, PA 15701

**Questions may be directed to Christy Donofrio:** [cdonofrio@indianacountypa.gov](mailto:cdonofrio@indianacountypa.gov)

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<b>Desired Class Level:</b> 3L, Graduate/Alumni
<b>Posting Date:</b> April 4, 2019
<b>Expiration Date:</b> May 4, 2019
<b>Contact:</b> Christy Donofrio, Esq. 825 Philadelphia Street, 2nd Floor Indiana, Pennsylvania 15701 United States
<b>Resume Receipt:</b> E-mail
<b>Default email for resumes.:</b> <a href="mailto:cdonofrio@indianacountypa.gov">cdonofrio@indianacountypa.gov</a>
<b>Additional Documents:</b> Cover Letter, Writing Sample, Other Documents
<b>ID:</b> 4517

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## Assistant Commonwealth's Attorney

Commonwealth of Virginia

**Position Type:** Full-time

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**Description:**

**Description of job:** The attorney holding this position will be expected to prepare and prosecute felony and misdemeanor cases in district and circuit courts, conduct any research and writing needs to prepare prosecutions, compose appellate briefs, advise local law enforcement agencies and work closely with Victim/Witness advocates. Due to the high caseload, the attorney must be able to organize and work efficiently. Additionally, the attorney must be decisive and able to exercise discretion.

**Special Requirements:** The applicant should be licensed to practice law in the Commonwealth of Virginia by April 30, 2019 and in good standing with the State Bar.

**Contact:** A cover letter, resume, and list of 3 references may be sent via mail or email.

**Address:** The Honorable C.H. "Chuck" Slemple, III, Commonwealth's Attorney Wise County Commonwealth's Attorney's Office, Post Office Box 69, Wise, Virginia 24293.

**Email:** chslemple@wisecwa.info

**About the Office:** The Wise County Commonwealth's Attorney's Office is the largest prosecutor's office in the western part of Virginia. The attorneys in the Office prosecute felony and misdemeanor crimes that occur in Wise County, its six municipalities, and the City of Norton. The Office works closely with fifteen different law enforcement agencies, three Virginia Department of Corrections facilities (including two super-maximum security facilities: Wallens Ridge State Prison and Red Onion State Prison), the 30th Judicial Circuit Multi Jurisdictional Grand Jury, the Southwest Virginia Regional Narcotics Task Force, the Southwest Virginia Joint Senior Abuse Task Force, the Southwest Virginia Children's Advocacy Center, Mountain Empire Community College, and the University of Virginia's College at Wise. Additionally, Wise County and the City of Norton are home to numerous attractions,

scenic tours, ATV trails, mountain hiking trails, rivers, and a number of musical and fine-arts events held periodically throughout the region. For more information about the office or Wise County, visit [www.wisecwa.com](http://www.wisecwa.com) or [www.visitwisecounty.com](http://www.visitwisecounty.com).

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** April 4, 2019

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**Expiration Date:** April 30, 2019

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**Contact:** C.H. "Chuck" Slemple, III  
P.O. Box 69 Wise, Virginia 24293 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [chslemple@wisecwa.info](mailto:chslemple@wisecwa.info)

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

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**ID:** 4516

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## Judicial Law Clerk

Somerset County, Pennsylvania

**Position Type:** Full-time

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**Description:**

**Job description** – Provide initial drafts of legal opinions, orders, and other legal documents for the judges. Review court filings before court proceeding; then regularly attend court proceedings and provide research for the judges on difficult legal issues which may arise. Oversee the operations of the Law Library and assist attorneys and the general public in finding library resources. Additional assignments as the judges would assign.

No minimum GPA to be considered. Please send both a resume and unofficial transcript(or include GPA on resume) to Tammy Lambie

<[lambiet@co.somerset.pa.us](mailto:lambiet@co.somerset.pa.us)>

Starting salary is 50,000 with benefits for 37.5 hrs of work.

**Deadline:** April 18, 2019

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** April 4, 2019

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**Expiration Date:** April 18, 2019

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**Contact:** Tamie Lambie  
111 East Union Street Somerset,  
Pennsylvania 15501 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [lambiet@co.somerset.pa.us](mailto:lambiet@co.somerset.pa.us)

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

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**ID:** 4514

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## Staff Attorney

United States Court of Appeals for the Fourth Circuit  
(Richmond, Virginia)

**Position Type:** Full-time

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**Description:**

**Announcement Number:** 19-02

**Position Title:** Staff Attorney

**Nature of Appointment:** Successful candidates will be appointed to one-year term positions. Contingent on performance and budget availability, appointed candidates may be offered an extension of their appointments for a second year.

**Number of Vacancies:** Up to four positions. The number of staff attorneys to be hired will be determined by office needs, funding availability, and the strength of the applicant pool.

**Starting Salary:** \$63,032 for recent law school graduates; successful candidates with relevant legal experience may qualify for a higher starting salary.

**Position Location:** Richmond, Virginia

**Position Starting Date:** Successful candidates will be expected to commence their service no later than September 2019; earlier starting dates may be available.

**Recruitment Schedule:** While this posting will remain open until all available staff attorney positions are filled, all hiring will likely be completed during April 2019. To ensure full consideration, application materials must be received by Friday, April 12, 2019. Application packages received or completed after April 12 may not be accorded a complete review.

**Application Procedures:** Applications must be submitted online through the OSCAR (Online System for Clerkship Application and Review) website maintained by the Administrative Office of the U.S. Courts, <[oscar.uscourts.gov](http://oscar.uscourts.gov)>. Applications received through other means will not be considered.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** April 3, 2019

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**Expiration Date:** April 12, 2019

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**Contact:** Melissa L. Wood

1100 E. Main Street, Suite 325 Richmond,  
Virginia 23219 United States

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

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**How to Apply:** <https://oscar.uscourts.gov/>

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

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**ID:** 4505

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## **Trial Attorney , Personnel and Labor Relations Section (PLRS)**

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

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**Position Type:** Full-time

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**Practice Area(s):** Labor

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

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**Description:**

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

**QUALIFICATIONS:** The successful candidate must have significant experience in the area of employment law and possess excellent oral and written communication skills, and should have at least 10 years of relevant legal or litigation experience, including administrative hearings.

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

This position is outside of the collective

bargaining unit.

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

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

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<b>Desired Class Level:</b> Graduate/Alumni
<b>Posting Date:</b> April 3, 2019
<b>Expiration Date:</b> April 24, 2019
<b>Salary Range:</b> 100,000+
<b>Contact:</b> Ms. Arlyntha Love Program Support Assistant 441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States
<b>Resume Receipt:</b> E-mail
<b>Default email for resumes.:</b> Arlyntha.Love@dc.gov
<b>Additional Documents:</b> Cover Letter, Unofficial Transcript, Writing Sample
<b>ID:</b> 4507

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## Medical Device Litigation

### General Posting

**Position Type:** Full-time

**Practice Area(s):** Litigation

**Description:**

Licensed and Unlicensed WVU LAW grads encouraged to apply!

Charleston, West Virginia law firm engaged in medical device litigation is seeking to hire two fulltime associates to assist on a contract at-will basis for approximately 4-6 months. Start as soon as possible. Although this is a temporary position, it will be a great first job for any lawyer that wants to work in litigation. Due to the nature of the project, the volume of cases, the opportunity to work collaboratively with senior partners, and the compressed discovery schedule, the attorney will gain more experience in this temporary position than most associates will gain in their first year or two of employment.

We anticipate the attorney will help prepare cases for trial, including: (a) review discovery documents; (b) analyze medical records; (c) assess cases in preparation for trial and settlement; and (d) work collaboratively with senior lawyers to prepare them for depositions and expert discovery. Although the project will require extensive writing, it will be more internal memoranda used by our team to prepare cases as opposed to formal briefs or motions that will be filed with the Court. Our strong preference is that the selected candidate work from our Charleston office to allow them to fully integrate into our team. However, on a case by case basis, we will consider remote work after a sufficient training period. Pay will be hourly, \$50.00 per billed hour. Unlicensed graduates and those awaiting bar results will be considered!

**Desired Class Level:** Graduate/Alumni

**Posting Date:** March 28, 2019

**Expiration Date:** April 5, 2019

**Contact:** Heather Spielmaker  
Assistant Dean  
101 Law School Drive Morgantown, West  
Virginia 26506 United States

**Resume Receipt:** E-mail

**Default email for resumes.:** Sendresumetoheather.spielmaker@mail.wvu.edu

**Additional Documents: Cover Letter**

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**ID: 4468**

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## Staff Attorney II

Kentucky Department of Public Advocacy (Kentucky)

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**Position Type:** LL.M.

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**Practice Area(s):** Environmental

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

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**Description:**

We are still searching for licensed attorneys in several Western Ky offices: Murray, Hopkinsville, Madisonville, Henderson, Owensboro. Please ask your alums to contact me directly to express interest in offices not currently listed with Personnel.

**AGENCY DESCRIPTION:**

Public defenders in Kentucky work for a state agency called the Department of Public Advocacy (DPA). The Kentucky DPA is recognized as a model state-wide public defender system, representing individuals at both trial and post-trial levels. Its training program is also known as one of the best in the country. Newly-hired public defenders are provided over 150 hours of training in their first year in programs designed to get them on their feet practicing skills as well as becoming experts in Kentucky's criminal law.

We serve the Commonwealth of Kentucky by protecting the rights of its poorest citizens. We seek to employ dedicated and highly motivated individuals with a strong desire to serve those who often do not have a voice in the justice system. We seek individuals who will enrich our agency and our practice by sharing their varied perspectives and approaches.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 28, 2019

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**Expiration Date:** April 7, 2019

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

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**Resume Receipt:** E-mail

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**Default email for resumes.:** Patty.Heying@ky.gov

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**Additional Documents:** Cover Letter

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**Requested Document Notes:** Contact Patty Heying directly to express interest in offices not currently listed

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**ID:** 4475

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**Associate Attorney**

Noonan Willetts Attorneys (Morgantown, WV)

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

Growing regional law firm is looking for talented individuals that can add value to our dynamic team. We value the work-life balance and offer a flexible work environment and competitive compensation. We are looking for an experienced Maryland attorney who can jump right in and take immediate cases, however new attorneys and recent law school graduates expecting February 2019 Bar results may apply. The attorney's primary role will be to assist with family and criminal law litigation in addition to other areas (general practice). The job is located in Oakland, MD but there will be travel expected between our Cumberland, MD and Morgantown, WV offices. Licensed in West Virginia preferred. Must be in good standing with all state(s) in which you are licensed. Please send resume and cover letter.

**Desired Class Level:** Graduate/Alumni**Posting Date:** March 27, 2019**Expiration Date:** May 25, 2019**Salary Range:** 50,000 - 59,999

**Contact:** Mr. Beau A Noonan  
 Owner/Managing Partner  
 61 Greene St Cumberland, Maryland 21502  
 United States  
<http://www.noolawllc.com>

**Resume Receipt:** E-mail**Default email for resumes.:** [beauaugustn@gmail.com](mailto:beauaugustn@gmail.com)**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 4439

## Attorney

Legal Aid of West Virginia

**Position Type:** Full-time

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**Description:**

**Huntington Attorney**

Legal Aid of West Virginia (LAWV) is seeking a skilled motivated attorney to help us change the lives of vulnerable clients in our Huntington office. LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave. Working for LAWV offers you the opportunity to advocate for equal justice for vulnerable West Virginians.

If you are passionate about serving others and want to do rewarding work, please send cover letter and resume via email to [jobs@lawv.net](mailto:jobs@lawv.net) by Wednesday, April 10, 2019.

EOE Qualified women, minorities and people with disabilities are encouraged to apply.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 27, 2019

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**Expiration Date:** April 10, 2019

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**Contact:** Ms. Kerry LeMasters  
Charleston, West Virginia United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [jobs@lawv.net](mailto:jobs@lawv.net)

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

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**ID:** 4447

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## Attorney

Legal Aid of West Virginia

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**Position Type:** Full-time

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**Description:**

**Charleston Attorney**

Legal Aid of West Virginia (LAWV) is seeking a skilled motivated attorney to help us change the lives of vulnerable clients in our Charleston office. LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave. Working for LAWV offers you the opportunity to advocate for equal justice for vulnerable West Virginians.

If you are passionate about serving others and want to do rewarding work, please send cover letter and resume via email to [jobs@lawv.net](mailto:jobs@lawv.net) by **Wednesday, April 10, 2019**.

EOE Qualified women, minorities and people with disabilities are encouraged to apply.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 27, 2019

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**Expiration Date:** April 10, 2019

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

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [jobs@lawv.net](mailto:jobs@lawv.net)

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

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**ID:** 4448

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## Attorney Supervisor

Legal Aid of West Virginia

**Position Type:** Full-time

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**Description:**

**Wheeling Supervising Attorney Position**

Legal Aid of West Virginia is seeking an energetic, skilled and committed leader for its Wheeling Office. Applicant must be an attorney with minimum three years of practice/management experience. Great benefits (4+ weeks' vacation/holidays, PEIA medical and professional development). This is a wonderful opportunity to make a difference in your community by helping some of WV's most vulnerable citizens.

Send cover letter, resume and salary requirements to jobs@lawv.net by **Friday, April 12, 2019.**

EOE Qualified women, minorities and people w/disabilities are encouraged to apply.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 27, 2019

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**Expiration Date:** April 12, 2019

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

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**Resume Receipt:** E-mail

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**Default email for resumes.:** jobs@lawv.net

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

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**ID:** 4446

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## **CIRCUIT JUDGE LAW CLERK**

The Supreme Court of Appeals of West Virginia

**Position Type:** Full-time

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**Description:**

**FIFTH Judicial circuit JACKSON County**

**EMPLOYMENT OPPORTUNITY**

**Ripley, West Virginia**

**Position open until filled (Posted 3-25-2019)**

### **The Position**

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Lora Dyer. This position works under the direct supervision of Judge Lora Dyer in the Fifth Judicial Circuit, Jackson County, Ripley, WV. This is a salaried position. The position is described as follows.

### **Circuit Judge Law Clerk**

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

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

**Minimum Qualifications:** A successful candidate must possess excellent legal

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

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

#### **Duties and Responsibilities:**

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

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

#### **Criminal Background Check:**

All successful candidates must submit to a criminal background check.

### **Compensation and Benefits** include:

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

### **The Administrative Office of the Courts**

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

### **West Virginia Courts**

West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at [www.courtswv.gov](http://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 [lori.palettadavis@courtswv.gov](mailto:lori.palettadavis@courtswv.gov).

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

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

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

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

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**Posting Date:** March 27, 2019

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**Expiration Date:** April 27, 2019

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**Contact:** Lori PalettaDavis  
Building 1, Room E-100 1900 Kanawha  
Boulevard, East Charleston, West Virginia  
25305 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Lori.PalettaDavis@courtswv.gov](mailto:Lori.PalettaDavis@courtswv.gov)

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

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**ID:** 4440

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## **CIRCUIT JUDGE LAW CLERK**

The Supreme Court of Appeals of West Virginia

**Position Type:** Full-time

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**Description:**

**10th Judicial circuit RALEIGH County**

**EMPLOYMENT OPPORTUNITY**

**Beckley, West Virginia**

**Position open until filled (Posted 3-26-2019)**

### **The Position**

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Darl W. Poling. This position works under the direct supervision of Judge Darl W. Poling in the 10th 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 \$46,416.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$55,008, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

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

**Minimum Qualifications:** A successful

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

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

### **Duties and Responsibilities:**

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

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

### **Criminal Background Check:**

All successful candidates must submit to a criminal background check.

### **Compensation and Benefits include:**

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

### **The Administrative Office of the Courts**

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

### **West Virginia Courts**

West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at [www.courtswv.gov](http://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 [lori.palettadavis@courtswv.gov](mailto:lori.palettadavis@courtswv.gov).

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

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

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

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

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**Posting Date:** March 27, 2019

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**Expiration Date:** April 27, 2019

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**Contact:** Lori PalettaDavis  
Building 1, Room E-100 1900 Kanawha  
Boulevard, East Charleston, West Virginia  
25305 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Lori.PalettaDavis@courtswv.gov](mailto:Lori.PalettaDavis@courtswv.gov)

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

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**ID:** 4441

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## **CIRCUIT JUDGE LAW CLERK**

The Supreme Court of Appeals of West Virginia

**Position Type:** Full-time

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**Description:**

**28th Judicial circuit nicholas County**

**EMPLOYMENT OPPORTUNITY**

**Summersville, West Virginia**

**Position open until filled (Posted 2-26-2019)**

### **The Position**

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Stephen O. Callaghan. This position works under the direct supervision of Judge Stephen O. Callaghan in the 28th Judicial Circuit, Nicholas County, Summersville, WV. This is a salaried position. The position is described as follows.

### **Circuit Judge Law Clerk**

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

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

**Minimum Qualifications:** A successful

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

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

### **Duties and Responsibilities:**

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

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

### **Criminal Background Check:**

All successful candidates must submit to a criminal background check.

### **Compensation and Benefits include:**

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

### **The Administrative Office of the Courts**

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

### **West Virginia Courts**

West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at [www.courtswv.gov](http://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 [lori.palettadavis@courtswv.gov](mailto:lori.palettadavis@courtswv.gov).

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

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

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

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

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**Posting Date:** March 27, 2019

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**Expiration Date:** April 26, 2019

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**Contact:** Lori PalettaDavis  
Building 1, Room E-100 1900 Kanawha  
Boulevard, East Charleston, West Virginia  
25305 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Lori.PalettaDavis@courtswv.gov](mailto:Lori.PalettaDavis@courtswv.gov)

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

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**ID:** 4442

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## **CIRCUIT JUDGE LAW CLERK**

The Supreme Court of Appeals of West Virginia

**Position Type:** Full-time

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**Description:**

**Fifteenth Judicial circuit harrison  
County**

**EMPLOYMENT OPPORTUNITY**

**Clarksburg, West Virginia**

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

### **The Position**

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge James A. Matish. This position works under the direct supervision of Judge James A. Matish in the Fifteenth Judicial Circuit, Harrison County, Clarksburg, WV. This is a salaried position. The position is described as follows.

### **Circuit Judge Law Clerk**

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

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

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

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

**Duties and Responsibilities:**

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

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

**Criminal Background Check:**

All successful candidates must submit to a criminal background check.

**Compensation and Benefits include:**

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

**The Administrative Office of the Courts**

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

**West Virginia Courts**

West Virginia has a Unified Court System, under which all state courts, including Circuit Courts, Magistrate Courts, and Family Courts, are supervised and administered by the Supreme Court of Appeals. The Supreme Court of Appeals is also the state's only appellate court. The Supreme Court of Appeals and its Administrative Office are located in Charleston and housed in the State Capitol Complex. More information about West Virginia's Courts can be found on our website at [www.courtswv.gov](http://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 [lori.palettadavis@courtswv.gov](mailto:lori.palettadavis@courtswv.gov).

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

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

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

<b>Desired Class Level:</b> 3L, Graduate/Alumni
<b>Posting Date:</b> March 27, 2019
<b>Expiration Date:</b> April 27, 2019
<b>Contact:</b> Lori PalettaDavis Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States
<b>Resume Receipt:</b> E-mail
<b>Default email for resumes.:</b> <a href="mailto:Lori.PalettaDavis@courtswv.gov">Lori.PalettaDavis@courtswv.gov</a>
<b>Additional Documents:</b> Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
<b>ID:</b> 4443



## **Real Estate Attorney**

### McClelland Legal Search

**Position Type:** Full-time

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**Description:**

We are seeking a Pennsylvania-licensed real estate attorney for one of our Pittsburgh clients. Qualified candidates will have 3 - 6 years of experience. Candidates should have experience in drafting real estate - related agreements, negotiating commercial acquisitions and dispositions, leasing, and financing as well as handling title and survey matters and conducting due diligence reviews. The firm affords a highly collegial working environment.

**Hiring Criteria:**

Real estate experience and admitted in Pennsylvania.

**Location:**

Pittsburgh area

**Materials requested:**

Resume

**Deadline to apply:**

No deadline but search is active and interviews ongoing

**Compensation Details:**

Highly competitive

**Desired years of Experience:**

3 - 6 years experience

**Interested candidates should send their information to:**

dianne@mcclellandlegalsearch@gmail.com

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 27, 2019

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**Expiration Date:** June 30, 2019

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**Contact:** Dianne McClelland

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**Resume Receipt:** E-mail

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**Default email for resumes.:** dianne@mcclellandlegalsearch.com

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**Additional Documents:** Other Documents

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**ID:** 4444

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## Assistant Public Defender

Public Defender Corporation First Circuit (Wheeling)

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**Position Type:** Full-time

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

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**Description:**

The Public Defender Corporation for the First Judicial Circuit of West Virginia has an immediate opening for the position of Assistant Public Defender in the Corporation's Wheeling office. Assistant Public Defenders represent indigent clients at the trial court and appellate stages in the following proceedings: criminal, extradition, probation and parole, contempt, juvenile, and abuse and neglect.

Salary depends upon experience and available funding. Benefits include a pension (upon eligibility) as well as medical and life insurance (provided our carrier accepts your application).

Forward resumes to Shayne M. Welling, Chief Public Defender; First Judicial Circuit Public Defender Corporation: P.O. Box 347; Wheeling, WV 26003; Phone (304) 232-5062; Fax: (304) 233-7342:

Electronic submissions are encouraged. E-mail: [Shayne@wheelingpdc.org](mailto:Shayne@wheelingpdc.org)

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 26, 2019

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**Expiration Date:** April 15, 2019

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

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [Shayne@wheelingpdc.org](mailto:Shayne@wheelingpdc.org)

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**ID:** 4420

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## **Solo Practitioners Needed for Legal Plan**

### Debt Cleanse Group Legal Services (Chicago, IL)

**Position Type:** Part-time

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**Practice Area(s):** Civil Rights, Litigation

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**Description:**

Debt Cleanse Group Legal Services is a nationwide legal plan that empowers people to settle their unaffordable debts at big discounts, or not pay them at all. We operate an online platform to help consumers and small business owners get out of debt by providing them access to trained attorneys, along with technology tools to maximize the efficiency and effectiveness of their journey to debt freedom. We provide a powerful and affordable alternative to traditional bankruptcy, debt settlement and credit counseling services. Your efforts can help consumers and small businesses resolve debts including mortgages, student loans, business loans, vehicle loans, credit cards, payday loans and other types of debts.

We seek new and established solo practitioners to join our panel of attorneys. Applicants must be licensed to practice in at least one state.

We provide attorneys:

- \*Monthly capitated payment for each member assigned to you;
- \*Prospective clients with no marketing expense;
- \*Access to online platform with tools to maximize efficiencies in working with members;
- \*Training in debt resolution strategies;
- \*Ability to make a meaningful impact in the lives of those struggling with unaffordable debts.

This is an independent contractor position and you set your own hours, full- or part-time. You are welcome to work from anywhere, including from home.

You set your own rates, although our members have demonstrated a demand for attorneys with regular rates of up to \$150 per hour. One plan benefit is that participating attorneys provide a 25% discount off their regular rates to members.

If you want to make a living helping people,

we want to hear from you.

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 25, 2019

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**Expiration Date:** August 10, 2019

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**Contact:** Mr Jorge Newbery  
CEO & Founder  
819 S Wabash Ave, #606 Chicago, Illinois  
60605 United States  
<https://www.debtcleanse.com>

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [attorneys@debtcleanse.com](mailto:attorneys@debtcleanse.com)

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**ID:** 4415

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## Prosecuting Attorney

Barbour County Prosecutor (Barbour County)

**Position Type:** Full-time

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**Description:**

Recent grads and 3Ls with a 3.0 GPA and higher are encouraged to apply for this full-time position with the Barbour County Prosecutor. Selected candidate will prosecute misdemeanors, felonies, and child abuse and neglect cases. Must begin no later than August 1st. 3Ls studying for the bar exam will have the option of starting part time until after the exam. Submit resume to THOXIE@barbourcountywv.org 3Ls should also include a writing sample. **DEADLINE:** April 5th.

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

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**Posting Date:** March 22, 2019

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**Expiration Date:** April 5, 2019

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**Contact:** Prosecuting Attorney's Office  
26 North Main Street Philippi, West Virginia  
26416 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** THOXIE@barbourcountywv.org

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

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**ID:** 4411

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## Clerk

Judge Ray Strubin (Garrett County Maryland)

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**Position Type:** Full-time

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

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**Description:**

Judge Ray Strubin, Circuit Court of Garrett County, Maryland has an opening for a clerk to begin work in August 2019. Please send cover letter, resume, writing sample and unofficial transcript.

(Oakland is about 1 hr, 20 minutes from Morgantown....)

April 17, 2019 Application Deadline.

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

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**Posting Date:** March 20, 2019

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**Expiration Date:** April 17, 2019

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**Contact:** Human Resources  
Garrett County Courthouse 203 South 4th Street, Room 205 Oakland, Maryland 21550 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** tracey.henline@mdcourts.gov

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**How to Apply:** Judge Ray Strubin  
Garrett County Courthouse  
203 South 4th Street, Room 205  
Oakland, MD 21550

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

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**ID:** 1413

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## Law Clerk

Court of Common Pleas of Washington County (Washington PA)

**Position Type:** Full-time

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**Description:**

There is a Law Clerk position available August 1, 2019, with Judge Valarie Costanzo in the Court of Common Pleas of Washington County, Pennsylvania. A law degree from an accredited institution is required, and admission to the Pennsylvania bar is preferred.

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

The starting salary is \$41,041.55, in addition to medical coverage, vacation time, and other benefits.

The deadline to apply for consideration is **May 1, 2019**. Please send cover letter, resume and unofficial transcript to:

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

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

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**Posting Date:** March 14, 2019

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**Expiration Date:** May 1, 2019

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**Contact:** Pene Cecil  
Secretary  
One South Main Street, Suite 2004  
Washington, Pennsylvania 15301 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [pene.cecil@washingtoncourts.us](mailto:pene.cecil@washingtoncourts.us)

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

Sample

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**ID:** 4378

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## Litigation Fellowship

Chesapeake Bay Foundation (Annapolis, MD)

**Position Type:** Fellowship

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**Practice Area(s):** Environmental

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

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**Description:**

FELLOWSHIP ANNOUNCEMENT

Litigation Fellowship

(Paid)

The Chesapeake Bay Foundation (CBF) seeks a full-time legal fellow for its Litigation Department to be based at CBF's Philip Merrill Environmental Center headquarters located in Annapolis, MD. The fellowship is a one-year position starting in October 2019.

### THE CHESAPEAKE BAY FOUNDATION

CBF is the largest regional non-profit conservation organization working solely to save the Bay. Established in 1967, CBF has a staff of approximately 190 employees working in offices in Annapolis Maryland; Richmond and Virginia Beach, Virginia; Harrisburg, Pennsylvania; and Washington, D.C., and in 15 field education program locations. CBF's headquarters office is in the Philip Merrill Environmental Center, the world's first LEED platinum building.

CBF has an annual budget of approximately \$26 million and is supported by more than 275,000 members and e-subscribers. For more information on CBF please visit [www.cbf.org](http://www.cbf.org).

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

governmental compliance with those laws.

## CONTEXT OF THE POSITION

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

The fellow will take a lead role in developing litigation CBF will bring or supporting litigation in which CBF is currently engaged. If the opportunity presents itself, the fellow will participate in litigation. The fellow will work closely with the Vice President for Litigation, litigation counsel, litigation staff, and other CBF staff, including scientists, land planners, lobbyists and educators.

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

- Analyzing federal and state environmental laws, regulations, and administrative processes that apply to the project
- Reviewing agency records, files and documents
- Summarizing findings in the form of a formal memorandum that includes proper documentation and accurate citations

Assist the Litigation Department in developing and researching new cases.

- Working directly with community members to learn about the environmental conditions of their neighborhood and determining how CBF can serve their needs
- Communicating and working with other groups outside of CBF
- Working with CBF staff to promote

#### Litigation Department projects

- Participating in the day-to-day life of CBF, including staff meetings, strategy sessions and at least one CBF field experience

#### PROFESSIONAL EXPERIENCE AND QUALIFICATIONS

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

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

To apply, please send resume and cover letter through the job posting on the CBF website by April 12, 2019.

CBF considers applicants from all cultural, ethnic, gender, mobility, racial and religious identities and is committed to creating a diverse and inclusive environment. CBF is proud to be an equal opportunity employer and all qualified applicants will receive consideration for employment.

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<b>Desired Class Level:</b> 3L, Graduate/Alumni
<b>Posting Date:</b> March 13, 2019
<b>Expiration Date:</b> April 12, 2019
<b>Contact:</b> Amanda Van Houten 6 Herndon Avenue Annapolis, Maryland 21403 United States <a href="http://www.cbf.org">http://www.cbf.org</a>
<b>Resume Receipt:</b> E-mail, Other (see below)
<b>Default email for resumes.:</b> <a href="mailto:Cbf_employment@cbf.org">Cbf_employment@cbf.org</a>
<b>How to Apply:</b> <a href="https://www.cbf.org/about-cbf/jobs-internships/jobs/litigation-fellowship.html#">https://www.cbf.org/about-cbf/jobs-internships/jobs/litigation-fellowship.html#</a>
<b>Additional Documents:</b> Cover Letter, Unofficial Transcript, Writing Sample
<b>ID:</b> 4372

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## **Attorney**

### Natural Resources Defense Council

**Position Type:** Full-time

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**Description:**

NRDC is seeking an Attorney to work with the Nature team in Chicago, IL, Washington, DC, New York, NY, San Francisco, CA, or Los Angeles, CA. The Nature Program works to protect wild places, wildlife, oceans, and water, and litigation is a central component of that work. The Program files and litigates cases in federal court under many of the major environmental statutes including NEPA, the Endangered Species Act, the Clean Water Act, the Marine Mammal Protection Act, and the Magnuson Act. Nature Program lawyers are currently working on litigation to save the vaquita from extinction, to protect the Arctic from oil and gas drilling, and to protect pollinators like bees and butterflies from pesticide overuse. The attorney will work on litigation across the program's priorities. In addition, the attorney will partner with or supervise other Nature Program lawyers, train junior attorneys and fellows, develop cases, and evaluate litigation opportunities.

This is currently a term limited position of 2 years.

#### **Responsibilities**

- Litigate cases in partnership with Nature Program lawyers
- Supervise litigation staffed by Nature Program lawyers and legal fellows
- Work with Nature Program lawyers to develop new cases
- Coordinate with the Legal Director and the Litigation Team on strategy, case development, case evaluation, and staffing
- Work with the Legal Director and Nature Program lawyers to evaluate litigation sign-on requests from outside groups

#### **Qualifications**

Five to ten years of litigation experience

- Strong legal writing, research, and analysis skills
- Experience supervising and mentoring junior attorneys
- Effective communication skills, including public speaking
- Ability to work well with lawyers, scientists, policy advocates, and communications professionals

NRDC is committed to workplace diversity and inclusion. We are equal opportunity employers and do not discriminate in hiring or employment on the basis of race, color, religion, national origin, gender identity and expression, marital status, sexual orientation, age, disability, veteran status, or any other characteristic protected by federal, state, or local law. We offer competitive salaries, excellent benefits, and a pleasant working environment. Salary is based on a nonprofit scale and commensurate with experience. Pursuant to the San Francisco Fair Chance Ordinance, for positions based in San Francisco, CA we will consider for employment qualified applicants with arrest and conviction records.

To apply, please visit [www.nrdc.org/jobs](http://www.nrdc.org/jobs) and upload your resume and cover letter through our online portal. We would like you to upload any additional papers or project work that you think would showcase your abilities. Please no phone calls, emails, faxes or in-person resume drop-offs. Please reference where you saw this posting. NRDC is an Equal Opportunity Employer.

If you are having technical difficulty while applying, please reach out to Customer Care by dialing **1-800-889-4422**.

For further information about NRDC, please visit [www.nrdc.org](http://www.nrdc.org)

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 12, 2019

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**Expiration Date:** April 12, 2019

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**Contact:** Human Resources  
40 West 20th Street, 11th Floor New York,  
New York 10011 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** recruitment@nrdc.org

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**How to Apply:** <https://careers-nrdc.icims.com/jobs/4154/attorney%2c-nature-program/login>

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

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**ID:** 4366

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## Attorney

Kalijarvi, Chuzi, Newman, & Fitch, P.C. (Washington, DC)

**Position Type:** Full-time

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**Description:**

Labor and employment law firm seeks to add an attorney with at least 3+ years of experience. EMPLOYMENT LAW EXPERIENCE REQUIRED. LABOR/UNION EXPERIENCE PREFERRED. The firm's practice includes all aspects of labor and employment law on behalf of unions and individual plaintiffs as well as in class and collective actions, including claims regarding: wage and hour violations, sexual harassment, employee discipline, whistleblower retaliation, and contract negotiations. Responsibilities will include all aspects of discovery, arbitration, hearing, and/or trial. The attorney will work directly with clients and other attorneys in the firm often in a team environment. The position involves travel throughout the United States.

Candidates must be motivated and possess the ability to work well on a team, but also be energetic self-starters with initiative. The position requires strong research and writing skills, the ability to communicate effectively, a creative approach to litigation, and a commitment to social justice. NO telephone calls. Please submit a cover letter, resume, references, transcript, and independent writing sample to [recruitment@kcnlaw.com](mailto:recruitment@kcnlaw.com). For more information about the firm, visit [www.kcnfdc.com](http://www.kcnfdc.com).

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 12, 2019

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**Expiration Date:** April 12, 2019

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**Contact:** Elaine L, Fitch  
818 Connecticut Ave., NW, Suite 1000 Washinton,  
District of Columbia 20006 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [efitch@kcnlaw.com](mailto:efitch@kcnlaw.com)

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

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**ID:** 4367

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## Assistant Public Defender

Public Defender Corporation for the 5th Judicial Circuit

**Position Type:** Full-time

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**Description:**

The Public Defender Corporation for the 5th Judicial Circuit seeks applications for the position of Assistant Public Defender. The available position will work primarily out of Roane County, West Virginia and will be responsible for misdemeanors, juvenile abuse and neglect, and juvenile delinquencies. Must be licensed to practice in the State of West Virginia. **Will accept applicants who took the February 2019 bar exam.** Please submit resume and cover letter to Kevin Postalwait, P.O. Box 797, Ripley WV 25271

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 4, 2019

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**Expiration Date:** April 4, 2019

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**Contact:** Mr. Kevin Postalwait  
P.O. Box 797 214 Main Street Ripley, West Virginia 25271 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** kbpostalwait@gmail.com

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**Additional Documents:** Cover Letter

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**ID:** 4345

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## **IV-D Attorney**

### Lycoming County Domestic Relations Section

**Position Type:** Full-time

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**Description:**

To comply with the provisions of the Cooperative Agreement in providing routine representation for the Domestic Relations Office in the establishment and disestablishment of paternity, establishment and enforcement of all support orders; including Uniform Interstate Family Support Act (UIFSA)/ Intrastate Family Support Act (IFSA) cases, and cases that meet the criteria for exceptions and appeals. To aggressively represent the interests of the client (or DRS when appropriate) before the Court. Performing other duties as assigned.

**SPECIFIC DUTIES:**

- Prepare detailed court reports for cases scheduled for Court hearings.
- Present all cases to the Court that are scheduled for hearings.
- Advocate for appropriate enforcement remedies including incarceration, if appropriate.
- Maintain necessary training to stay proficient in updates to the law as well as to office specific policies, procedures, and technology.
- Provide competent representation to all required DRS clients and advise all DRS staff as needed regarding their cases.
- Ability to meet with and counsel parties regarding their rights and responsibilities as it relates to matters in paternity and child support cases.
- Stay apprised of new developments/ changes in applicable laws.
- Perform legal research.
- Other duties as assigned.

**QUALIFICATIONS:**

- Graduate of an accredited college or university with a Juris Doctorate degree
- Admission to practice before the Supreme Court of Pennsylvania required.
- Preferred knowledge of civil and family law.
- Familiarity with and working knowledge of the Pennsylvania Rules of Civil Procedure; the Code of Federal Regulations; and Pennsylvania state laws that control child support establishment and enforcement.
- Experienced in drafting appellate briefs and arguing cases before the Commonwealth Court, Superior Court, and Supreme Court of Pennsylvania.
- Preferred minimum of 2 years of experience in legal practice.
- Ability to communicate clearly and concisely in both written and oral communication.
- Ability to exercise good judgement and maintain tact, composure, and confidentiality.
- Ability to work independently.
- Possess strong organizational skills and attention to detail.
- Ability to proficiently utilize and navigate computer software programs Microsoft Word, Excel, and PowerPoint. And a willingness to be trained in the utilization of the DRS software suites in eQuate and PA Child Support Enforcement System (PACSES) as well as any others that are deemed necessary to the duties of this position.
- Ability to establish and maintain effective working relationships with the Domestic Relations Staff, Court employees, and Court- related personnel.
- Commitment to demonstrating conduct that inspires public confidence and trust in the Courts, preserves the integrity of the Court system, and reflects a commitment to serving the public

**SUPERVISORY RESPONSIBILITIES:**

None

**WORKING CONDITIONS:**

General office and courtroom environment.  
Can be stressful due to emotional and upset clients.

**INSTRUCTIONS**

All interested candidates should submit a letter of interest, resume, and references to Lycoming County Deputy Director Greta Davis at GretaDavis@pacses.com or 48 W Third Street Williamsport PA 17701.

NOTE: Prior to appointment, the successful candidate will be required to submit to a criminal background check and a urinalysis screening for use or abuse of drugs or alcohol.

**LYCOMING COUNTY IS AN  
EQUAL OPPORTUNITY EMPLOYER**

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** March 4, 2019

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**Expiration Date:** April 4, 2019

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**Contact:** Greta Davis  
Deputy Director  
48 W Third Street Williamsport,  
Pennsylvania 17701 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** GretaDavis@PACSES.COM

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

Sample

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**ID:** 4347

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## **PULSE Fellowship in Artificial Intelligence, Law, and Policy**

The UCLA School of Law (Los Angeles, CA)

**Position Type:** Fellowship

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**Description:**

UCLA School of Law's Program on Understanding Law, Science, and Evidence, or PULSE, is now accepting applications for the PULSE Fellowship in Artificial Intelligence, Law, and Policy for the academic years 2018-2020. This fellowship is a full-time, two-year faculty position with a start date of July 1, 2019. The position primarily involves sustained research and writing on the social, economic, and legal implications of artificial intelligence and machine learning. The position will also involve teaching and assisting with PULSE projects, such as conferences and workshops.

Progress in artificial intelligence and machine learning has advanced rapidly in recent years, and additional advances may proceed at an accelerating pace. Large recent progress in automated translation, face and voice recognition, anticipating criminal sentencing consequences, and automated radiological diagnosis are just a few among many salient examples. Similar technologies will alter many aspects of human life, yielding societal disruption and a need for governance.

Rather than focusing on colorful fictional treatments or relatively immediate consequences, the PULSE fellow will engage in careful, critical advance thinking about large-scale potential impacts. The fellow will evaluate methods for assessment and prediction, as well as legal, economic, institutional, regulatory, and other forms of preparation and response. The fellow's research will culminate in the authorship of papers suitable for publication in law journals or other respected legal, scholarly, and policy outlets. Throughout, the fellow will work in collaboration with Professor of Law Edward A. Parson and PULSE Co-Director Richard M. Re, among other UCLA faculty.

PULSE explores the complex connections between law, evidence, science, and technology. PULSE engages in cutting-edge and interdisciplinary research and programming to examine how basic "facts" about our world, provided through science and credited as evidence, influence venues of law and policy making. PULSE is co-directed by UCLA School of Law Dean Jennifer L. Mnookin and Assistant Professor of Law Richard M. Re.

Candidates for the PULSE fellowship should possess a J.D. or other advanced degree, a strong academic record, excellent analytical and writing skills, and demonstrated interest or background in the fields of law and science, artificial intelligence, or social risk assessment. Candidates with previous academic, research, or professional experience in artificial intelligence, machine learning, computer science, or related fields of science and technology are especially encouraged to apply. The salary is anticipated to be approximately \$90,000 per year plus a competitive benefits package. UCLA School of Law has a special interest in enriching its intellectual environment through further diversifying the range of perspectives represented within the faculty.

Applicants should apply online at <https://recruit.apo.ucla.edu/JPF04325>. Please submit a letter discussing your qualifications, scholarly and professional aims, and the interests you would wish to pursue while holding the fellowship; a resume; a transcript of studies in law school or graduate school; a writing sample of no more than ten pages; and contact information for three references.

To ensure full consideration, applications should be received by Wednesday, March 13, 2019 but will be considered thereafter through April 10, 2019 or until the position is filled.

Visit our website at <http://www.law.ucla.edu/pulse> for more information about our program.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. For the complete University of California nondiscrimination and affirmative action policy see: UC Nondiscrimination & Affirmative Action Policy (<http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>).

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

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**Posting Date:** February 28, 2019

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**Expiration Date:** April 10, 2019

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**Contact:** Ms. Edna Sasis  
Director of the Institute for Food Laws & Regulations

Boc 951476 Los Angeles, California 90095-1476 United States

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**Resume Receipt:** E-mail

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**Default email for resumes.:** sasis@law.ucla.edu

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

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**ID:** 4336

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## LSAT Tutor

Professor Kirsha Trychta - WVU College of Law

**Position Type:** Part-time

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**Description:**

Want to be an LSAT Tutor? Occasionally potential law school applicants contact the College of Law seeking help finding a qualified LSAT tutor. To better respond to these requests, we would like to generate a handout with a list of qualified students and recent alumni who would be willing to tutor. Each tutor would set their own fee and schedule. We would simply give the interested applicant a list of tutors from which to choose. If interested, please send an email to Professor Trychta at [kwtrychta@mail.wvu.edu](mailto:kwtrychta@mail.wvu.edu) with the following information:

- Your name as you would like it to appear on the handout
- Preferred contact information (email, phone, both)
- Hourly fee (can be a range, if you prefer)
- Short biography (less than 100 words) about your qualifications and/or tutoring style so that the potential applicant knows a little something about you. If you are particularly strong on a certain section of the exam, feel free to mention that too.
- Your LSAT score – we won't post this on the handout (but you're free to include it in your bio, if you wish). Rather the LSAT score is for our eyes only; we want to ensure that every tutor listed on the handout is qualified.

Psst! Recent Grads – this could be a great opportunity for you to make some money while you wait for your bar exam results, especially because the bulk of law school applicants sit for the September and December LSAT exams.

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

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**Posting Date:** January 18, 2019

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**Expiration Date:** May 13, 2019

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**Contact:** Professor Kirsha Trychta  
Director  
101 Law School Dr. Morgantown, West Virginia  
26506 United States  
<https://www.law.wvu.edu/academics/academic-excellence-center>

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**Resume Receipt: E-mail**

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**Default email for resumes.:** kirsha.trychta@mail.wvu.edu

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**Additional Documents:** Other Documents

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**ID:** 4228

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## **Immigration Attorney**

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

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**Position Type:** Full-time

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**Practice Area(s):** Immigration/Refuge

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**Description:**

Goldstein & Associates, LLC is a small, tight-knit immigration law firm seeking two qualified candidates for Associate Attorney positions. The first is at the firm's Pittsburgh office, and the second is at the firm's expanding Philadelphia office. For both positions, no previous experience is required, but candidates should have a strong interest in immigration law. This is a wonderful opportunity to practice the full spectrum of immigration law, as the firm deals with family-based petitions, removal defense, as well as business immigration on a daily basis. Necessary skills include strong writing ability and fine-tuned attention to detail. The ability to speak another language is also a plus. We are happy to consider recent grads, and we are looking to fill the Pittsburgh position by March 2019 and the Philadelphia position by October 2019. To apply, please send your resume and a writing sample.

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

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**Posting Date:** January 15, 2019

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**Expiration Date:** October 1, 2019

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**Contact:** Laura Barton  
Associate Attorney  
1125 Penn Ave., 3rd Floor Pittsburgh,  
Pennsylvania 15222 United States  
<https://mglaw.com/>

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [lbarton@mglaw.com](mailto:lbarton@mglaw.com)

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

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**ID:** 4211

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## Maryland Army National Guard - Part-time

### Maryland Army National Guard - Staff Judge Advocate

**Position Type:** Part-time

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

**Description:**

PART-TIME

Include a resume and a cover letter to 1LT Wayne Xu at [wayne.h.xu.mil@mail.mil](mailto:wayne.h.xu.mil@mail.mil)

Lt. Xu is a 2009 graduate of the WVU College of Law

Applicant must have Maryland bar license (or be able to obtain Maryland bar license before commissioning.

No prior military experience required.

Once accepted, the applicant will commission as a 1st Lieutenant into the Army. He/she will then be scheduled to attend 6 weeks of Army officer basic in Georgia and 10.5 weeks of JAG school located at UVA in Charlottesville, VA.

There the soldier will then be assigned to one of multiple locations in Maryland, where he/she will do his/her monthly drills. Pay is the standard military pay scale (based on rank and years of service).

Further information at:

[Https://www.nationalguard.com/jag](https://www.nationalguard.com/jag)

[Https://www.goarmy.com/jag.html](https://www.goarmy.com/jag.html)

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**Desired Class Level:** Graduate/Alumni

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**Posting Date:** November 15, 2018

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**Expiration Date:** November 14, 2019

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**Contact:** Wayne Xu

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**Resume Receipt:** E-mail

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**Default email for resumes.:** [wayne.h.xu.mil@mail.mil](mailto:wayne.h.xu.mil@mail.mil)

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**Additional Documents:** Cover Letter

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**ID:** 3944

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