



Privacy and Cybersecurity Associate (#616)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s):

Minneapolis, Minnesota United States

Job Description:

Dorsey & Whitney LLP is seeking an experienced Privacy and Cybersecurity Associate to join our Minneapolis office. This associate will have the opportunity to work on a wide variety of matters, including counseling on privacy and data security matters, handling security incidents, drafting privacy and security-related policies and agreements, and assisting with privacy and security matters in transactions, including mergers and acquisitions and licensing. This is an opportunity to take significant responsibility over current matters and have substantial client contact.

Dorsey's Cybersecurity, Privacy & Social Media practice focuses on providing practical legal solutions to help global businesses address the challenge of cybersecurity in a networked and mobile world. We have a thriving practice and growing team, with attorneys in the U.S., U.K. and Asia. Our team services a range of clients, from Fortune 100 multinational corporations to start-ups, on all aspects of privacy and cybersecurity and works with exciting technologies like facial recognition, drones, machine learning, and connected IoT devices.

Qualified candidates will have:

- Four to five years of experience in data privacy work, including security/data breach incident response and counseling, internal security-related policies and incident response plans, negotiating and drafting technology vendor agreements or the data privacy/security terms of such agreements, privacy compliance counseling and regulatory guidance, privacy policy drafting, cybersecurity assessments/risk audits, and M&A diligence and transaction experience related to privacy and data security;
- Excellent communication and writing skills;
- Top academic credentials; and a
- A JD degree from an ABA-accredited law school or the ability to be admitted to the Minnesota bar

We prefer candidates who are admitted to practice in California and/or Minnesota and have CIPP/US certification, other CIPP certifications, and/or CISSP certification.

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

employee assistance program with confidential counseling; and more!

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

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

Dorsey participates in E-Verify.

About Dorsey

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

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

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

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

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

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

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

How to Apply

Dorsey accepts online applications at <http://www.dorsey.com/attorneyjobs>. We do not accept application materials by mail or email except as a reasonable accommodation for qualified disabled applicants. Individuals who are unable to use our online process due to a disability should call 612-492-5149.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 9, 2021
Expiration Date:	June 15, 2021
Contact:	HR, Lawyer Recruiting Assistant Josephine DeAngelo HR, Lawyer Recruiting Assistant 50 S 6th St Minneapolis, Minnesota 55402 United States
Resume Receipt:	Other (see below)
How To Apply:	http://www.dorsey.com/attorneyjobs
Visual ID:	7363

Monongalia County Prosecuting Attorney Position

DESCRIPTION:

Monongalia County Prosecuting Attorney’s Office seeks motivated attorney to manage fast-paced misdemeanor court docket including specialization in domestic violence cases. Experience in criminal law required and a special understanding of crime victim behavior preferred.

APPLY: to Prosecuting Attorney, Monongalia County Justice Center, 75 High Street, Ste. 11, Morgantown, West Virginia 26505. Equal Opportunity Employer.

DEADLINE: Send resume and cover letter by May 14, 2021,

General Attorney (Labor) (Field Attorney)
National Labor Relations Board (Washington, D.C.)

Position Type:	Full-time
Geographic Preference:	Mid-Atlantic (DE, MD, DC, VA)
Description:	<div>Open & closing dates 05/07/2021 to 05/21/2021</div> <div>Service Excepted</div> <div>Pay scale & grade GS 11</div> <div>Salary \$55,756 to \$72,487 per year</div> <div>Appointment type Permanent</div> <div>Work schedule Full-time</div> <div>HelpLocations 11 vacancies in the following locations:</div> <div><div>Little Rock, AR1 vacancy</div><div>Oakland, CA2 vacancies</div><div>Washington, DC1 vacancy</div><div>Baltimore, MD1 vacancy</div><div>Show more locations (4)</div></div> <div>Relocation expenses reimbursed No</div> <div>Telework eligible Yes as determined by agency policy</div> <div>HelpThis job is open to The public U.S. citizens, nationals or those who owe allegiance to the U.S. Career transition (CTAP, ICTAP, RPL) Federal employees who meet the definition of a "surplus" or "displaced" employee. Clarification from the agency Salary range listed is base. Locality salary to be determined after selection. The applications of USA Citizens will be considered under this job opportunity announcement.</div> <div>Apply</div> <div>Print Share</div> <div>Save</div> <div>Announcement number NL21EX11100759CF</div> <div>Control number 600867400</div> <div>Duties HelpDuties Summary This position resides in a Field Office of the National Labor Relations Board. The Field Offices represent the actual operating arm of the Agency, the means through which both the Board and the General Counsel reach the public. This is a developmental position leading to the full performance grade of GS-905-14.</div> <div>Learn more about this agency</div> <div>Responsibilities As a GENERAL ATTORNEY (LABOR) (Field Attorney), GS-0905-11, your typical work assignments may include:</div>

Examining and analyzing cases investigated to prepare formal opinions on the legal aspects of the issues involved;
Investigating and negotiating voluntary settlements in assigned unfair labor practices cases;
Preparing for trial and trying assigned unfair labor practice cases before Administrative Law Judges; and
Other duties as assigned.

Travel Required

Occasional travel - You may be expected to travel for this position.

Supervisory status

No

Promotion Potential

14

Job family (Series)

0905 Attorney

Similar jobs

Attorneys

Requirements HelpRequirements

Conditions of Employment

U.S. Citizenship is required.

Relocation expenses are not authorized.

Subject to a background investigation prior to appointment.

Salary range listed is base. See ADDITIONAL INFORMATION section for more information.

A two-year probationary period may be required.

Selectee must be an active member of the bar in good standing.

A copy of your Bar is required for verification.

This is a Bargaining Unit position.

Males born after 12/03/59 must be registered for Selective Service.

This is an Excepted Service position.

Must submit a complete resume and application package online by 11:59 PM EST on the closing date.

Qualifications

All qualifications and eligibility requirements must be met by the closing date of the announcement.

IDEAL CANDIDATE STATEMENT

The ideal candidate for the General Attorney (Labor) will have experience preparing legal documents, including memoranda, motions, or briefs, and presenting arguments or making presentations on factual and legal issues. Knowledge of the National Labor Relations Act or similar related statutes is preferred. Excellent communication and interpersonal skills to interact with witnesses, opposing counsel, colleagues, and senior level management; and strong research and analytical skills are desired.

MINIMUM QUALIFICATIONS

Applicants must have one year of specialized experience, equivalent to the GS-09 grade level, which has provided them with the knowledge, skills, and abilities to successfully perform the duties of a General Attorney (Labor) (Field Attorney) at the GS-11 level.

Specialized experience includes: Knowledge of or some experience conducting legal research to find support for a legal issue or decision;

Knowledge of or some experience working with labor, employment, or administrative laws or similarly federal statutory to render resolutions in cases; and

Knowledge of or some experience writing briefs, decisions and/or

other documents to gather all facts or statements and/or information pertaining to a lawsuit or legal issue.

This experience must be fully supported and articulated in your resume to receive consideration. Please ensure that your resume information is specific, detailed where appropriate, and complete.

NOTE: Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

BAR MEMBERSHIP AND CERTIFICATION

Applicants must be an active member of the Bar in good standing of any state, District of Columbia, Puerto Rico, or any Territorial court under the US constitution. Your active BAR license must reference BAR number and indicate the status of good standing. Agency's Internal Self-Certification Forms are not acceptable for verification.

EDUCATION REQUIREMENT

An applicant must have successfully completed a full course of study in a school of law accredited by the American Bar Association (ABA) and have the first professional law degree (LLB or JD).

WRITING SAMPLE

Applicants are requested to submit a legal document of their choice - of no more than 10 pages.

Education

(NOTE: Current NLRB Attorneys may not be required to submit a copy of their transcripts. However, NLRB employees within 3 years from receiving their juris doctorate degree, must provide a transcript with their application package.)

Education must be accredited by an accredited institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement). You MUST provide transcripts or other documentation to support your educational claims. Applicants can verify accreditation [here](#).

All education claimed by applicants will be verified by the appointing agency accordingly. (Note: If you are selected for this position based on education, an official transcript will be required, prior to your first day.) You must meet all qualification requirements. (Required - if applicable) All academic degrees and coursework must be completed at a college or university that has obtained accreditation or pre-accreditation status from an accrediting body recognized by the U.S. Department of Education. For a list of schools that meet this criteria, [HERE](#).

All education claimed by applicants will be verified by the appointing agency accordingly.

Special Instructions for Foreign Education

If you are using education completed in foreign colleges or

universities to meet the qualification requirements, you must show that the education credentials have been evaluated by a private organization that specializes in interpretation of foreign education programs and such education has been deemed equivalent to that gained in accredited U.S. education programs; or full credit has been given for the courses at a U.S. accredited college or university.

For further information regarding Foreign Education, please click [HERE](#).

Additional information

Ten (10) total vacancies will be filled from the following Regions:

Region 5 (Baltimore, MD or Washington, DC) - \$72,750 - \$94,581

Region 6 (Pittsburgh, PA) - \$66,573 - \$86,549

Region 7 (Detroit, MI) - \$70,989 - \$92,290

Region 10 (Winston-Salem, NC) - \$64,649 - \$84,049

Region 15 (Little Rock, AR) - \$64,649 - \$84,049

Region 28 (Las Vegas, NV) - \$65,614 - \$85,303

Region 32 (Oakland, CA) - \$78,861 - \$102, 526

SUPPLEMENTARY VACANCIES: Supplementary vacancies may be filled in addition to the number stated in this announcement.

EQUAL EMPLOYMENT OPPORTUNITY/REASONABLE

ACCOMMODATION: The National Labor Relations Board is an equal opportunity employer. All qualified applicants will receive consideration for appointment without regard to race, religion, color, national origin, sex, political affiliations, handicap, age, sexual orientation, or any other non-merit factor. Applicants with disabilities who need reasonable accommodations for any part of the application and hiring process should contact the Agency's Selective Placement Coordinator by email [here](#). NLRB offers a wide array of reasonable accommodations and programs for individuals with disabilities. (Note: for additional information for job seekers with disabilities, please click [here](#).)

PLACEMENT POLICY: The posting of this announcement does not obligate management to fill a vacancy or vacancies by promotion. The position may be filled by reassignment, change to lower grade, transfer, appointment, or reinstatement. Management may use any one or any combination of these methods to fill the position.

WORK SCHEDULE: NLRB supports the use of flexible work schedules as a way to help attract and retain talented individuals in public service, increase worker productivity, and better prepare the agency to operate during emergencies. This position may be authorized for telework.

ALTERNATE APPLICANT INFORMATION: If you are unable to apply online or need to fax a document you do not have in electronic form, view the following link for information regarding an Alternate Application.

[Read more](#)

How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

Once the application process is complete, a review of resume and supporting documentation will be made and compared against your responses to the assessment questionnaire to determine if you are qualified for this job. If, after reviewing your resume and/or supporting documentation, a determination is made that your scores do not reflect that you meet the knowledge, skills, and abilities required for this position, you will

lose consideration for this position.

You will be further evaluated on the following Competencies required for the position:

Attention to Detail
Decision Making
Legal Advisor
Oral Communication
Problem Solving

Please follow all instructions carefully. Errors or omissions may affect your eligibility. Qualified candidates will be assigned to a quality category. The category assignment is a measure of the degree in which your background matches the competencies required for this position.

To preview the Assessment Questionnaire, please click <https://apply.usastaffing.gov/ViewQuestionnaire/11100759>.

If you meet the qualification requirements listed above, your application will be rated based on your online questionnaire and supporting documents. Your application will be placed in one of three categories: Best Qualified, Well Qualified, or Qualified. If your final rating places you among the top candidates, your application will be referred to the selecting official for further review.

Read moreBackground checks and security clearance

Security clearance

Other

Drug test required

No

Position sensitivity and risk

High Risk (HR)

Trust determination process

Credentialing, Suitability/Fitness

Required Documents HelpRequired Documents

In addition to your responses to the occupational questionnaire and your resume, you must submit the following additional documents specific for this vacancy - if applicable. If necessary, please click on applicable links for additional information.

- Resume. Your resume must describe your job-related experiences and will be used to verify your qualifications. Therefore, it is important that the information be relevant, detailed where appropriate, and addresses the competencies for this position. Your resume must contain the dates of employment (i.e., month/year to month/year or month/year to present). If your resume does not contain this information, your application may be marked as incomplete, and you will not receive consideration for this position.

- Bar License. A copy of your BAR License that certifies you are an active member of the Bar in good standing of any state, District of Columbia, Puerto Rico, or any Territorial Court under the US Constitution. Your active BAR license must reference BAR number and indicate the status of good standing. Agency's Internal Self-Certification Forms are not acceptable for verification.

- Transcript of Positive Education. An unofficial copy of your transcript and/or letter from an education institute stating that you have meet all degree requirements; is sufficient with the

application; however, if selected, an official college transcript will be required prior to entering on duty. The information presented in the transcript must be verifiable. At the minimum, the transcript should contain the name of the institution, applicant's name, list of completed courses, semester hours, and GPA. (NOTE: Current NLRB Attorneys may not be required to submit a copy of their transcripts. However, NLRB employees within 3 years from receiving their juris doctorate degree, must provide a transcript with their application package.)

Other documents (if applicable):

- Notification of Personnel Action (SF-50). (Current or Former Federal Employee). Most recent SF-50 showing your current grade and tenure. (A SF-50 showing highest (permanent) grade ever held, if different from your current grade.) (NOTE: Performance Award, Realignment/Reassignment, Name Change and Detail SF-50s will not be accepted as proof of grade and tenure.) If you are applying for a higher grade, please provide a SF-50 or SF-50s which shows the length of time in the current/highest grade to support meeting time in grade requirement. Examples of appropriate SF-50s include Promotions, With-In Grade/Range Increases, and SF-50s with dates that show proof of you holding the grade for at least a year.
- For Disability Schedule A: Disability Letter
- For Veterans: DD-214 (member copy-4)
- For Disabled Veterans: DD-214, SF-15 and VA letter dated 1991 or later (indicating % disability)
- For Certain Military Spouses: Copy of service member's PCS order authorizing the spouse to accompany the service member AND Proof of marriage to the service member; OR Proof the service member was released or discharged from active duty due to a service-connected disability AND documentation of the service member's 100% disability AND proof of marriage to the service member; OR Proof the service member's death while on active duty AND proof of marriage to the service member.
- Family Member Preference (Derived Preference)
- Reinstatement
- Career Transition Assistance Program (CTAP) or Interagency Career Transition Assistance Program (ICTAP) (NOTE: To be Well Qualified and exercise selection priority for this vacancy, displaced Federal employees must be rated at 85 or above on the rating criteria for this position. CTAP and ICTAP eligible applicants must submit documentation as proof to be considered.)
- Former Peace Corps or VISTA Volunteers

Failure to submit any of the required or applicable documents by the closing date of the vacancy will result in your removal from consideration for this position. Please review your application prior to final submission and ensure you have submitted all appropriate documents. Uploading documents to USAJOBS does NOT ensure inclusion with your application to our system. You must verify that the documents are in the system with your application prior to final submission.

All materials must be received by the closing date of this announcement 05/21/2021 to be considered.

Benefits HelpBenefits

A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. Opens in a new windowLearn more about federal benefits.

Review our benefits

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time, or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How to Apply HelpHow to Apply

To apply for this position, you must provide a complete Application Package, which includes 1) Your responses to the Occupational Questionnaire, 2) Your resume and 3) Any other documents needed to verify your qualifications or eligibility (see the Required Documents section).

Please follow the instructions listed below for submitting your complete application package. Application procedures are specific to this vacancy announcement. Please read all instructions before you begin.

To begin the process, click the APPLY ONLINE button at the right side of this screen to create an account or log in to your existing USAJOBSaccount. Follow the prompts to complete the occupational questionnaire. Please ensure you click the SUBMIT MY ANSWERS button at the end of the process.

If you have never applied through USA Jobs for a position with the Federal Civil Service, you will need to create a USA Jobs account. To change or update your application, simply reapply through My USAJOBS, before the closing date. New or updated resumes are considered "incomplete" applications until the required virus scan is cleared. To check the status of your application, log into your USAJOBS account, select Application Status and click on the more information link under the application status for this position.

Read moreAgency contact information

Carmelete Fortune

Phone

(202) 273-0054

Email

carmelete.fortune@nlrb.gov

Address

DIV OF OPERATIONS MANAGEMENT

1015 Half St SE

Washington, DC 20570-0001

US

Learn more about this agency

Next steps

Once a review of your resume and required documents have been completed, you will be notified of your application status.

Applicants will be initially reviewed for Minimum Qualifications determinations.

All qualified applicants will then be screened by Rating and Ranking panel members and placed into one of three categories: Best Qualified, Well Qualified, or Qualified.

Applicants that meet the Best Qualified or Well Qualified category may be referred to the Selecting Official for further consideration.

If further evaluation or interviews are required, you will be contacted. Applicants will receive notification when a final selection has been made.

[Read more](#)

[Fair & Transparent](#)[Fair & Transparent](#)

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

[Equal Employment Opportunity Policy](#)

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

[Equal Employment Opportunity \(EEO\) for federal employees & job applicants](#)

[Reasonable Accommodation Policy](#)

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change to a job, the work environment, or the way things are usually done that enables an individual with a disability to apply for a job, perform job duties or receive equal access to job benefits.

Under the Rehabilitation Act of 1973, federal agencies must provide reasonable accommodations when:

An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.

An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.

An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.

You can request a reasonable accommodation at any time during the application or hiring process or while on the job. Requests are considered on a case-by-case basis.

[Learn more about disability employment and reasonable accommodations or how to contact an agency.](#)

[Read more](#)[Legal and regulatory guidance](#)

[Financial suitability](#)

[Social security number request](#)

[Privacy Act](#)

[Signature and false statements](#)

Selective Service
New employee probationary period

Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: May 7, 2021
Expiration Date: May 21, 2021
How to Apply: https://www.usajobs.gov/GetJob/ViewDetails/600867400
Additional Documents: Unofficial Transcript, Writing Sample
ID: 7516

Part-time Refugee Outreach Worker
Catholic Charities West Virginia (Morgantown WV)

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

Description:
REFUGEE OUTREACH WORKER (Part-time)

Refugee Resettlement & Immigration Services,
Morgantown

At Catholic Charities West Virginia (CCWVa), we have a culture deeply rooted in Catholic social teaching and respect all Catholic beliefs and practices. CCWVa is seeking a part-time Refugee Outreach Worker (28 hours per week), located in Morgantown, WV. The Refugee Outreach Worker is responsible for assisting in the development and provision of services to refugees throughout the state of West Virginia.

Job duties include: Provide initial resettlement services to refugees in accordance with the Remote Placement Program and Cooperative Agreement guidelines. Provide continuous outreach services through the Refugee Support Services program to eligible populations in accordance with ORR guidelines. Develop a Resettlement Plan with each client, assist in job placement, and provide an action plan for self-reliance. Collaborate with the CCWVa Immigration Attorney for assistance with refugee permanent residency, work authorization documentation, family reunification petitions, and citizenship. Maintain client records and files; maintain electronic record keeping for reporting purposes.

Qualifications include: Bilingual preferred (fluent in Spanish and English, or English and Arabic). Bachelor's Degree preferred. Previous experience working with immigrant and/or refugee population required. Prior experience preferred working across cultures, in particular with trauma survivors. Ability to work independently, strong organizational skills and attention to detail, and ability to link clients to existing resources.

Please email cover letter, resume and three references by May 20, 2021, to Kellie Rogers, Managing Attorney/Director.

Application materials can also be delivered to: Kellie Rogers, Managing Attorney/Director, Catholic Charities WV, 827 Fairmont Road, Suite 203, Morgantown, WV 26501.

Desired Class Level:	Graduate/Alumni
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Posting Date:	May 7, 2021
Expiration Date:	May 20, 2021
Contact:	Ms. Kellie Rogers Managing Attorney/Director 827 Fairmont Road, Suite 203 Morgantown, West Virginia 26505 United States
Resume Receipt:	E-mail
Default email for resumes.:	krogers@ccwva.org
Additional Documents:	Cover Letter, Other Documents
ID:	7513

Private Investment Funds Associate (#615)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s):

Dallas, Texas United States

Job Description:

Dorsey & Whitney LLP is seeking a Private Investment Funds Associate with five or more years of experience to join the Corporate Group in our Dallas office. This associate will work with sponsors of and investors in investment funds (including private equity, real estate and credit funds) and other investment vehicles in structuring, offering, managing, investing and related regulatory matters.

The following qualifications are required:

- at least five years of experience with investment fund formation and offerings (both domestic and offshore funds)
- experience in one or more of the following: (1) formation of private fund investment funds, fund/sponsor management companies and fund general partners; (2) reviewing and negotiating fund documents on behalf of institutional investors; (3) general limited partnership and limited liability company formation experience; (4) managed accounts and single investor funds; and (5) compliance procedures for investment advisers and other private investment fund regulatory and compliance matters
- client-service orientation
- top academic credentials
- Texas bar admission

The following qualifications are a plus:

- working knowledge of applicable securities laws and regulations (Securities Act of 1933, the Investment Company Act and the Investment Advisers Act)
- familiarity with applicable tax and ERISA issues relevant to funds
- underlying private equity deal experience

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

community.

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

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About Dorsey

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

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

How to Apply

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Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 7, 2021
Expiration Date:	May 7, 2021
Contact:	HR, Lawyer Recruiting Assistant Josephine DeAngelo HR, Lawyer Recruiting Assistant 50 S 6th St Minneapolis, Minnesota 55402 United States
Resume Receipt:	Other (see below)
How To Apply:	http://www.dorsey.com/attorneyjobs
Visual ID:	7356

Research Associate

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

Position Type:	Full-time
Geographic Preference:	Southeast (NC, SC, GA, FL, MS, AL, TN)
Description:	<div>Logo</div> <div>Posting Number TMP00762PO21</div> <div>Classification Title Research Associate</div> <div>Advertised Title Constitutional Law Fellow</div> <div>Campus Columbia</div> <div>College/Division School of Law</div> <div>Department LAW School</div> <div>Salary Commensurate with Experience</div> <div>Location of Vacancy</div> <div>Part/Full Time Full Time</div> <div>Hours per Week 37.5</div> <div>Work Schedule Must be willing to work a flexible schedule to meet the needs of the department.</div> <div>Job Search Category Post-doctoral</div> <div>About UofSC The University of South Carolina System is comprised of the state’s flagship university in Columbia (founded in 1801 and currently one of the top 50 “Best Colleges” according to U.S. News and World Report), three regional comprehensive universities (USC Aiken, USC Beaufort and USC Upstate), and Palmetto College consisting of four two-year campuses (USC Lancaster, USC Salkehatchie, USC Sumter, USC Union and Fort Jackson/Extended University). Together, the USC System institutions offer more than 450 degree programs on campus and online and are uniquely positioned to meet the state’s educational, cultural, health and research needs. The System employs nearly 14,000 people who work daily to improve the lives of students, fellow South Carolinians and the world. Our diverse engaged faculty and staff enjoy a dynamic and intellectually stimulating work environment.</div> <div>Diversity Statement At the University of South Carolina, we strive to cultivate an inclusive environment that is open, welcoming, and supportive of individuals of all backgrounds. We recognize diversity in our workforce is essential to providing academic excellence and critical to our sustainability. The University is committed to eliminating barriers created by institutional discrimination through accountability and continuous process improvement. We celebrate the diverse voices, perspectives, and experiences of our employees.</div>

Advertised Job Summary

The University of South Carolina Constitutional Law Center is one of four in the nation funded by Congress to promote a general understanding of the Constitution and produce research and materials for use by scholars, educational institutions, law school reviews, bar associations, and the news media.

The Center's Fellowship program is looking to provide recent law school graduates with a two-year opportunity to immerse themselves in the study of constitutional law and civil rights. The Fellow will coordinate with various state and local government agencies, national civics and constitutional law organizations, and law professors; deliver public presentations and pieces of training; interact with media, and hone their research and writing skills.

Qualifications

JD required. A demonstrated interest in constitutional law, civil rights, and/or civics; Excellent research, writing, and analytical skills as demonstrated through a writing sample, internship and clinical experience, and academic record; Prior experience collaborating with external stakeholders; Effective written and oral communication skills in both legal and nonlegal settings; and Interest in public speaking opportunities.

Number of Vacancies

1

Desired Start Date

08/01/2021

Proposed End Date

06/30/2023

Job Open Date

05/06/2021

Job Close Date

05/21/2021

Open Until Filled

No

Special Instructions to Applicant

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

We are only accepting applications submitted by May 21, 2021

Quicklink for Posting

<https://uscjobs.sc.edu/postings/97539>

EEO Statement

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

Position Attributes

Safety/Security Sensitive or Requires a CDL

No

Hazardous weather category

Non-Essential
Supplemental Questions
Required fields are indicated with an asterisk (*).
Applicant Documents
Required DocumentsCover Letter
Resume
Writing Sample(s)/Sample Publications
List of References and Contact Information
Optional Documents

Desired Class Level:	3L, LLM, Graduate/Alumni
Posting Date:	May 7, 2021
Expiration Date:	May 21, 2021
Contact:	Mr. Lewis L. Hutchison, Jr. Assistant Dean for Admissions and Financial Aid 701 Main Street Columbia, South Carolina 29208 United States
Resume Receipt:	E-mail
Default email for resumes.:	lhutchis@law.sc.edu
Additional Documents:	Cover Letter, Writing Sample
Requested Document Notes:	Applicant Documents Required Documents Cover Letter Resume Writing Sample(s)/Sample Publications List of References and Contact Information
ID:	7517

Assistant Chief Counsel
Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s):

- Sacramento, California United States
- Berkeley, California United States
- Fremont, California United States
- Los Angeles, California United States

Job Description:

Under the general direction of the Chief Counsel, the Assistant Chief Counsel supervises the work of attorneys and carries a caseload of the most sensitive and complex legal work including assignments involving cases of the highest degree of difficulty. Duties of the Assistant Chief Counsel include, but are not limited to:

Description of Essential Functions: 30% Assist the Chief Counsel in planning, organizing, supervising, and directing the work of attorneys and other members of the Legal Division. Review and edit the written work product of Department attorneys. Evaluate the performance of staff and take or recommend appropriate action. Interview and select or actively participate in the interview and selection process for staff. Assist the Chief Counsel in setting and administering budget and management priorities and processes. 25% Develop strategy and tactics in mediation, litigation, and legal research related to the enforcement of the Fair Employment and Housing Act and related laws, as well as in defending the Department in litigation or threatened litigation relating to personnel issues and other matters that arise. Assist the Chief Counsel in responding to requests and other administrative matters from the Business, Consumer Services, and Housing Agency, DFEH Executive Staff, the United States Equal Employment Opportunity Commission and the United States Department of Housing and Urban Development. Provide training and outreach. 25% Handle the most difficult and complex cases, including mediation and litigation assignments. Represent the department in mediation in the state and federal trial court. Responsible for case analysis, case valuation, preparation of conciliatory and adversarial briefs, conducting and defending civil discovery, and proactive law and motion practice. Conduct legal and fact analyses and research of statutory and case law, prepare legal memoranda, draft opinions, and prepare drafts of difficult legal correspondence. 20% Participate in case grading with investigators, helping to identify issues and analyze cases. Maintain liaison with, and take direction from, the Chief Counsel in order to assure that the Department’s mission to protect the public from discrimination is properly handled through the legal system; defend the Department and litigate cases in the State Personnel Board hearings and court trials relating to personnel actions.

- Exceptional leadership skills
- Knowledge of and experience with civil rights laws
- Knowledge of and experience with the development and implementation of policies and procedures
- Ability to manage conflict and sensitive issues
- Ability to use sound judgment
- Ability to work with people, including opposing counsel, in a professional and civil manner.
- Commitment to public sector service.
- Travel is required to conduct state business.
- Ability to speak a second language (bilingual) or

American Sign Language preferred

Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 6, 2021
Expiration Date:	June 11, 2021
Contact:	Cristina S Granado 2218 Kausen Drive, Suite 100 ELK GROVE, California 95624 United States
Resume Receipt:	Other (see below)
Default email address for resumes:	https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=246834
How To Apply:	https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=246834
Visual ID:	7503

Fair Employment and Housing Consultant III

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s): United States

Job Description:

Under the general direction of an Assistant Chief Counsel, the DFEH Consultant III Specialist will investigate complaints of unlawful discrimination, harassment and retaliation, and related civil rights violations. The incumbent may also work under the direction of a Sr. FEH Counsel (III, IV or V) who may be acting as lead on a matter. The cases the incumbent will investigate will typically involve group and class matters involving systemic discrimination and high impact individual cases identified by the Legal Division. Duties of the DFEH Consultant III Specialist, but are not limited to, the following:

Description of Essential Functions: 35% Investigate individual, class, group and Director’s complaints involving violations of California and federal civil rights violations under the Fair Employment Act, Civil Code, Title VII, and related laws enforced by the DFEH. Draft and serve written discovery (e.g., interrogatories, requests to produce, subpoenas). Conduct interviews of complainants/real parties in interest, respondents/defendants and third-party and expert witnesses is furtherance of both investigation and litigation matters. Assist attorneys in drafting witness declarations and affidavits based on investigative interviews and findings. 25% Analyze witness statements, responses to written discovery requests and independently obtained evidence, including statistical data. Prepare confidential reports detailing the investigative findings. Meet with Assistant Chief Counsels and case leads to develop and implement investigative and litigation strategies. 20% Organize and maintain testimonial and physical evidence and electronically stored information gathered in the investigations and civil enforcement actions. Manage and provide specific evidence to attorneys, as needed during the course of an investigation or civil enforcement action. Marginal Functions: 10% Prepares and updates reports and logs of Legal Division activities; conducts special projects for the Chief Counsel, Director, and Chief Deputy Director, and other members of the executive staff; and other duties as required. 5% Prepares for and presents training on civil rights law to the Legal and Enforcement Divisions’ staff, as well as to stakeholders and the public. 5% Other duties as required.

- Ability to work cooperatively with a variety of individuals and organizations and maintain the confidence and respect of others.
- Ability to work effectively and efficiently under time and external pressure.
- Ability to aggregate and analyze complex data (e.g., hiring or compensation data).
- Experience in handling complex civil rights litigation in employment, housing, public accommodations, hate violence, and human trafficking.
- Excellent analytical skills, writing ability, and organizational skills.
- Experience conducting statistical analysis and identifying anomalous data that may indicate unlawful discrimination.
- Ability and desire to learn new areas of the investigative techniques and law and procedure
- Ability to multi-task and meet deadlines.
- Ability to communicate with different types of people in different roles.
- Ability to communicate in a language in addition to English.
- Outstanding oral communication skills.
- Demonstrated openness to take direction and accept feedback

from supervisors and managers • Demonstrated ability to work with people, including respondent representatives, health care providers and counsel for the complainant(s)/real party(ies) or respondent(s)/defendant(s) or third parties in a professional and civil manner.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 6, 2021
Expiration Date:	June 11, 2021
Contact:	Cristina S Granado 2218 Kausen Drive, Suite 100 ELK GROVE, California 95624 United States
Resume Receipt:	Other (see below)
How To Apply:	Please click on link below to view/apply for the position. https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=248820
Additional Documents:	Writing Sample
Visual ID:	7502

Labor & Employment Attorney
Moore & Van Allen (Charlotte, NC)

Job Type: Full-time	
Job Location(s):	Charlotte, North Carolina United States
Job Description:	Moore & Van Allen PLLC, a large southeastern law firm with a national practice, is seeking an experienced labor and employment attorney. Practice history should demonstrate thorough command of all aspects of employment law emphasizing management side representation. NLRA experience before the National Labor Relations Board and effective opposition to organizing campaigns required. Candidates should have at least seven years of experience that includes litigation in federal/state courts as well as administrative agencies. Responsibilities will include significant client interaction and periodic travel.
Desired Class Level(s): Graduate/Alumni	
Posting Date: May 6, 2021	
Expiration Date: June 12, 2021	
Contact:	Mollie Clark New Associate Recruiting Manager 100 N Tryon St Charlotte, North Carolina 28202 United States
Resume Receipt: Other (see below)	
How To Apply: http://www.mvalaw.com/f-20.html	
Additional Documents: Cover Letter, Unofficial Transcript	
Visual ID: 7505	

Patent Agent or Associate – Biotechnology -

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s):

Washington, District of Columbia United States

Atlanta, Georgia United States

Philadelphia, Pennsylvania United States

New York, New York United States

Job Description:

We are seeking a patent agent or associate with 2+ years of patent prosecution experience to assist in prosecution, IP diligence, IP-transfer commercial transactions, and strategic IP business counseling. A graduate degree in a biological science is required, and a PhD is preferred. Strong academic credentials and excellent references are preferred. Preference for a degree in molecular biology, biochemistry, immunology, or genetics. Admission to the patent bar is required. A strong entrepreneurial spirit is preferred.

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

Physical Requirements:

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

Desired Class Level(s): Graduate/Alumni

Posting Date: May 6, 2021

Expiration Date: June 12, 2021

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

Resume Receipt: Other (see below)

How To Apply: <https://selfapply.ballardspahr.com/viRecruitSelfApply/ReApplicantEmail.aspx?Tag=df65e0f-2f4c-4294-8c00-6fe79a0c86cb>

Additional Documents: Unofficial Transcript

Visual ID: 6958

Real Estate Associate (#613)

Dorsey & Whitney

Job Type: Full-time

Job Location(s):

Minneapolis, Minnesota United States

Salt Lake City, Utah United States

Job Description:

Dorsey & Whitney LLP is seeking a Real Estate Associate attorney to join our Minneapolis or Salt Lake City office. The attorney will have the opportunity to work on a wide array of complex real estate transactions, including acquisitions, dispositions, leasing, development and financing. Specifically, the attorney will handle the following types of tasks:

- Drafting and negotiating purchase and sale agreements and coordinating closings
- Drafting and negotiating leases and lease amendments
- Drafting and negotiating mortgage loan documents
- Overseeing title and survey reviews and other real estate due diligence

This attorney will join Dorsey’s Real Estate Practice Group with attorneys across the U.S. (in Anchorage, Dallas, Minneapolis, New York and Salt Lake City) who represent developers, investors, lenders and borrowers, landlords and tenants, property managers, and contractors, as well as corporate users and governmental authorities, in connection with the acquisition, disposition, financing, leasing, property management, operation and development of real estate.

Qualified candidates will have:

- Two to six years of commercial real estate attorney experience, or at least one year of attorney experience with a strong interest in real estate law;
- Excellent communication and writing skills;
- Top academic credentials; and
- Minnesota bar admission (for Minneapolis candidates) or Utah bar admission (for Salt Lake City candidates).

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

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

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

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

Dorsey participates in E-Verify.

About Dorsey

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

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

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

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

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

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

How to Apply

Dorsey accepts online applications at <http://www.dorsey.com/attorneyjobs>. We do not accept application materials by mail or email except as a reasonable accommodation for qualified disabled applicants. Individuals who are unable to use our online process due to a disability should call 612-492-5149.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 6, 2021
Expiration Date:	June 12, 2021
Contact:	Ava Byrne 50 South 6th Street Minneapolis, Minnesota 55402 United States
Resume Receipt:	Other (see below)
How To Apply:	http://www.dorsey.com/attorneyjobs
Visual ID:	7509

Remote Document Review Attorney
Special Counsel

Job Type:	Full-time
Job Location(s):	United States
Job Description:	<p>Special Counsel is staffing an upcoming Document review project that is expected to start May 17th. Please see details below for more information regarding this assignment.</p> <p>Details and Requirements:</p> <ul style="list-style-type: none">• Expected Start: within the next 1-2 weeks• Approximate Duration: 2 months• Bar Requirement: must be active in any US state• Hour Requirement: min. 40 hours a week• Pay Rate: \$22/hour paid weekly• Location: Work from home/remote <p>Requirements:</p> <ul style="list-style-type: none">• Must be licensed and in good standing in one US state• Must pass project specific assessment to qualify <p>If you'd like to be considered for this upcoming Document Review Attorney position please submit your resume today</p> <p>We also have opportunities for JDs as well and those pending bar results!</p> <p>Looking for a career path in e-discovery? Special Counsel has you covered!</p> <ul style="list-style-type: none">• 95% of our Project Managers started as a Document Reviewer with us• Our VP of Delivery started as a Document Review with us less than 10 years ago;• Through D4, we have endless opportunities on the discovery and hosting side of e-discovery;• We are the legal branch of Adecco, and we have a presence all around the world. <p><i>Available benefits: Competitive hourly rate; direct deposit; optional medical, dental, and vision coverage; flexible hours; business casual dress; professional work environment.</i></p> <p><i>Referral Bonus: Receive a referral bonus for referring someone to Special Counsel who is placed on a temporary position!</i></p> <p>Equal Opportunity Employer Minorities/Women/Veterans/Disabled</p> <p>To read our Candidate Privacy Information Statement, which explains how we will use your information, please click here.</p> <p>The Company will consider qualified applicants with arrest and conviction records</p>
Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 6, 2021
Expiration Date:	June 11, 2021
Contact:	Molly Young

200 S. Michigan Ave. Chicago, Illinois 60601 United States

Resume Receipt: Other (see below)

How To Apply: https://www.specialcounsel.com/legal-jobs/document-review-attorneys-attorney/?ID=US_EN_66_869813_2837869

Visual ID: 7500

Associate Attorney

Krugliak Wilkins Griffiths & Dougherty (Canton, OH)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Job Location(s):	Canton, Ohio (United States)
Description:	<p>Krugliak, Wilkins, Griffiths & Dougherty Co., L.P.A. is seeking 3Ls/2021 graduates for Associate Attorney positions in our Canton Office.</p> <p>The hiring manager is Mr. Michael J. Bogdan, Esq. and he would like cover letters, resumes, and transcripts sent to his email at mbodgan@kwgd.com</p> <p>This is a permanent full time position starting with a salary of \$80,000/yr.</p> <p>The deadline to apply is 5/14/21.</p>
Desired Class Level:	3L, LLM, Graduate/Alumni
Posting Date:	May 5, 2021
Expiration Date:	May 14, 2021
Contact:	Michael J. Bogdan Esq 4775 Munson St NW Canton, Ohio 44718 United States
Resume Receipt:	E-mail
Default email for resumes.:	mbodgan@kwgd.com
Additional Documents:	Cover Letter, Unofficial Transcript
ID:	7501

Attorney Position

Walsh, Barnes & Zumpella, P.C. (Wexford, PA)

Position Type:	Full-time
Practice Area(s):	Litigation
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Job Location(s):	Wexford, Pennsylvania (United States)
Description:	Walsh, Barnes & Zumpella, P.C., in Wexford, PA, is accepting resumes for an Attorney position. Applicant must have attorney license. Prefer insurance defense experience in handling motor vehicle accidents and cases arising out of premises, construction, and industrial accidents. Please forward resumes directly to Faunda Melder, Office Manager, at fmelder@walshlegal.net .
Desired Class Level:	Graduate/Alumni
Posting Date:	May 5, 2021
Expiration Date:	May 19, 2021
Salary Range:	Not Applicable
Contact:	Ms. Faunda Melder Office Manager 707 Grant Street, Suite 1400 Pittsburgh, Pennsylvania 15219-1911 United States http://www.walshlegal.net
Resume Receipt:	E-mail
Default email for resumes.:	fmelder@walshlegal.net
Additional Documents:	Cover Letter
Requested Document Notes:	Resume and cover letter only.
ID:	7504

Bilingual Staff Attorney- Tacoma

Northwest Immigrant Rights Project

Job Type: Full-time

Job Location(s):

Tacoma, Washington United States

Job Description:

BILINGUAL STAFF ATTORNEY POSITION

TACOMA, WA

FULL-TIME, EXEMPT

<https://nwirp.org/join/jobs-internships/>

RESUME AND COVER LETTER ARE REQUIRED

SUMMARY:

Northwest Immigrant Rights Project (NWIRP) seeks a bilingual attorney to provide direct representation, community outreach and education to adults facing removal (deportation) proceedings and people detained by ICE. This role is currently mostly remote due to COVID-19, but will resume to work out of NWIRP's Tacoma office once operations return to in office.

The attorney will provide legal representation to individuals in removal proceedings held at the Northwest Detention Center, a regional immigration center where community members are detained by ICE. The attorney will provide direct representation to detained persons in removal proceedings, including representation at the Tacoma or Seattle Immigration Courts, the Board of Immigration Appeals and the Ninth Circuit Court of Appeals. The attorney will be managing a high-volume workload with complex legal issues in immigration and criminal law.

Candidate must be able to start the position by August 2021, with a preference for a sooner start.

COMPENSATION AND BENEFITS:

NWIRP is proud to be a unionized employer and this full-time position is covered by NWIRP's Collective Bargaining Agreement.

Annual salary is \$67,883 for a licensed attorney with no experience and is higher for attorneys with specific types of experience. For example, for someone with 10 years of non-profit immigration attorney experience the annual salary would be \$89,460; 20 years = \$105,084. NWIRP also is proud to offer a generous benefits package, including:

- 100% of premiums for excellent health plans (option of two plans with employer funded HRA or HSA);
- Employer paid vision and dental plans;
- Flexible Spending Accounts;
- 3% employer retirement contributions;
- Disability/life/AD&D coverage;
- Annual leave of 16 paid vacation days, with incremental accruals based on seniority, 13 paid holidays, 12 paid health-related days;
- 12 weeks of employer paid parenthood leave after 6

- months of employment;
- 4 weeks of paid sabbatical after 5 years of employment;
- Employer paid Employee Assistance Program;
- Compensatory time; and
- Ability to float 5 holidays.

COMMITMENT TO INCLUSIVITY, EQUITY AND REPRESENTATION:

Northwest Immigrant Rights Project is an equal opportunity employer committed to having a diverse staff, board, and volunteer base reflective of the communities we serve and that enhances our ability to create a vibrant environment where all members of the NWIRP community thrive. We strongly encourage applications from individuals who identify as Black, Indigenous, People of Color (BIPOC), immigrants (including people who were formerly detained, undocumented, or who have navigated the immigration legal system), women, people with disabilities, members of the LGBTQ+ community, and individuals with diverse cultural backgrounds and language abilities.

NWIRP is committed to providing a work environment free from discrimination and harassment. NWIRP does not discriminate on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental, or physical disability. Excepting any undue hardship, NWIRP will provide reasonable accommodations upon request for candidates taking part in all aspects of the selection process. Please reach out to guadalupe@nwirp.org if you need assistance with an accommodation request.

RESPONSIBILITIES:

Provide direct representation to clients in removal proceedings before the Immigration Court, on appeal to the Board of Immigration Appeals or before the federal courts, and before the Department of Homeland Security;

- Provide direct representation to persons submitting affirmative applications with USCIS and the Department of State;
- Conduct intakes, case analysis to determine clients' options for protections/status under the immigration laws;
- Maintain a working knowledge of significant policies, laws, trends and practices in immigration law, particularly as it impacts low-income immigrants and those impacted by the criminal justice system;
- Perform administrative tasks related to grant reporting and other requirements;
- Establish, organize, and maintain files;
- Participate in NWIRP's outreach, community education and development efforts;
- Perform other tasks and responsibilities may be assigned by supervisory staff depending upon NWIRP's needs.

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

Emotional demands: While performing the duties of this job, the employee is regularly required to discuss topics including, but not limited to, discrimination, domestic abuse, violence, and psychological trauma. This position requires making visits to a detention center environment.

PROFESSIONAL QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES:

- Law degree;
- Admission to the bar of any state in the U.S. (will consider a law graduate planning on taking the Summer 2021 bar examination);
- Demonstrated commitment to advancing and defending immigrant rights and willingness to support NWIRP's mission, vision, and values;
- Bilingual in English and another language;
- Demonstrated interest in advocating for incarcerated or detained people;
- Commitment to working in a diverse working environment;
- Excellent written and oral communication skills and ability to organize information in a clear and concise manner, including strong problem solving, research, and analytical skills;
- Strong organizational skills;
- Ability to work independently as well as in a team environment;
- Ability to provide trauma-informed and culturally competent legal representation;
- Ability to take on an existing caseload; and
- Proficiency in use of web-based software and Microsoft Office applications, including Word and Excel, and web peer-to-peer communication platforms.

REPORTS TO:

Supervising Attorney, Tacoma

TO APPLY:

You will need to upload a single file document including your Cover letter and Resume via our careers page: <https://secure3.entertimeonline.com/ta/90199.careers?CareersSearch>. For your cover letter, please describe: 1) how your lived or work experience make you a good fit for this role; and 2) what are some challenges you are aware of that pose barriers to provide legal advocacy to incarcerated or detained people. Full consideration will be given to those who apply by May 20, 2021 but applications will be accepted on a rolling basis until position is filled.

ABOUT NORTHWEST IMMIGRANT RIGHTS PROJECT:

Founded in 1984, NWIRP is a nationally-recognized legal services organization on the front lines of defending and advancing the rights of immigrants. Each year, NWIRP provides free direct legal representation and assistance in immigration matters to thousands of people with low or no incomes who come from over 160 countries and speak over 60 different languages. NWIRP challenges unjust policies through high-impact lawsuits and advocates for laws and policies that respect the rights of immigrants. NWIRP is also a trusted provider of immigration-related community education

for immigrant communities and social service providers. NWIRP has a staff of over 115 and an annual budget of over \$13 million. NWIRP serves the community through four offices in Washington State (Granger, Seattle, Tacoma and Wenatchee), but the impact of our work is felt nationwide.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 4, 2021
Expiration Date:	June 10, 2021
Contact:	Human Resources 615 2nd Avenue Seattle, Washington 98104 United States
Resume Receipt:	Other (see below)
How To Apply:	https://secure3.entertimeonline.com/ta/90199.careers?CareersSearch
Additional Documents:	Cover Letter, Other Documents
Additional Documents Notes:	You will need to upload a single file document including your Cover letter and Resume via our careers page: https://secure3.entertimeonline.com/ta/90199.careers?CareersSearch . For your cover letter, please describe: 1) how your lived or work experience make you a good fit for this role; and 2) what are some challenges you are aware of that pose barriers to provide legal advocacy to incarcerated or detained people. Full consideration will be given to those who apply by May 20, but applications will be accepted on a rolling basis until position is filled.
Visual ID:	7499

Personal Injury Attorney
Franklin D. Azar & Associates, P.C. (Aurora, CO)

Job Type: Full-time

Job Location(s):

- Greeley, Colorado United States
 - Grand Junction, Colorado United States
 - Denver, Colorado United States
 - Colorado Springs, Colorado United States
 - Pueblo, Colorado United States
 - Aurora, Colorado United States
-

Job Description:

Franklin D. Azar & Associates, P.C. is the largest Personal Injury Plaintiffs firm in Colorado and has represented thousands of people entitled to recover damages from injuries in all types of accidents, from dangerous and defective products, and from employers not paying adequate wages. Helmed by Frank Azar, a Colorado native, and with multiple offices in Colorado, the firm takes great pride in the unique attention it gives to the communities surrounding every one of its offices. Whether the client is in Trinidad or Denver, the firm extends vast, creative, and cutting-edge resources in a manner that honors every client. The firm's objective is to help its clients receive complete and timely compensation for their injuries and losses. The firm maintains a powerful team of, in many cases renowned, personal injury lawyers. Many of those in our leadership core hold positions in the Colorado Trial Lawyers Association, the National Institute for Trial Advocacy, ABOTA, and other major trial oriented legal associations. Every attorney in our firm benefits from a collegial environment with open access to some of the most experienced and reputable attorneys in Colorado.

The firm has been advocating for victims of serious injury for over 30 years and is steadfastly committed to holding insurance companies fully accountable. It was recently recognized **nationally** as being the second most active Plaintiff's firm in insurance bad faith litigation. Given our level of activity in litigation generally, we maintain a wealth of experience that makes us an ideal landing spot for any attorney that is earnestly motivated to always get better and always help their client.

Many of our attorneys have called Franklin D. Azar & Associates their home from the day they became an attorney. However, we are also home to attorneys that chose to close their own law practices or leave partnership roles in other firms to join our team. We truly encourage all applicants but prefer several years of

experience. We will consider any lawyer that possesses the mettle to fight for our clients.

Requirements:

Franklin D. Azar & Associates is seeking experienced Personal Injury Law attorneys to join its large and growing practice. A qualified candidate will:

- Be able to demonstrate strong dedication to personal injury law and a passion for helping people
- Have experience with complex litigation
- Possess strong organizational and writing skills
- Be energetic, hard-working, and a team-player
- Be licensed to practice law in Colorado or eligible to get a license on-motion

2 years of experience preferred but all candidates will be considered.

Benefits and compensation:

Franklin D Azar & Associates offers a comprehensive benefits package and competitive compensation based on results.

*EOE

Desired Class Level(s):	3L, Graduate/Alumni
Posting Date:	May 4, 2021
Expiration Date:	June 9, 2021
Contact:	Olga Malcolm
Resume Receipt:	Email Resume, Online
Default email address for resumes:	malcolmo@fdazar.com
How To Apply:	Apply Here: https://jobs.nysba.org/job/personal-injury-attorney/45209839/?utm_campaign=jobseeker-job-alerts&utm_medium=email&utm_source=weekly-alert&utm_term=new-job
Additional Documents:	Cover Letter
Visual ID:	7494

Real Estate Finance Associate - Baltimore

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s): Baltimore, Maryland United States

Job Description: Our Baltimore office is seeking an attorney with 1-4 years of transactional experience to join our thriving national real estate finance practice. Qualified candidates will have strong transactional background with excellent writing ability and experience working on complex, multi-party transactions. Experience with general real estate and finance transactions is preferred, though general corporate law practitioners will also be considered. This is an excellent opportunity to join a growing team that will train, develop and mentor incoming associates. Active bar in MD preferred.

Ballard Spahr LLP is a 650 lawyer firm with fifteen offices across the U.S. and is committed to ensuring diversity in its workplace, and candidates from diverse backgrounds are strongly encouraged to apply.

Physical Requirements:

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

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

[If you are a search firm, employment agency, or representative of either, you must contact Krystal Muñiz, Manager of Lateral Recruiting and Integration, **prior** to submitting any candidate materials or profiles with identifying information. You will not be compensated in any way for your referral of a candidate unless otherwise stated to or agreed to **prior** to the submission of materials.]

Desired Class Level(s): Graduate/Alumni

Posting Date: May 4, 2021

Expiration Date: June 10, 2021

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

Resume Receipt: Other (see below)

How To Apply: <https://selfapply.ballardspahr.com/viRecruitSelfApply/ReDefault.aspx?>

FilterREID=1&FilterJobCategoryID=4&FilterJobID=529

Additional Documents: Unofficial Transcript

Visual ID: 7129

CIRCUIT JUDGE LAW CLERK

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

Description:

The Administrative Office of
The Supreme Court of Appeals of West Virginia
Position Announcement
THIRTEENTH JUDICIAL CIRCUIT KANAWHA COUNTY
EMPLOYMENT OPPORTUNITY
Charleston, West Virginia
Position open until filled (Posted 5-3-2021)
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 Kenneth D. Ballard. This position
works under the direct supervision of Judge Kenneth D.
Ballard in the Thirteenth Judicial Circuit, Kanawha
County, WV. This is a salaried position. The position is
described as follows:
CIRCUIT JUDGE LAW CLERK
Pay Scale: The annual salary for those who are not
members of the West Virginia State Bar is \$50,946.00,
plus benefits, and the annual salary for those who are
members of the West Virginia State Bar is \$59,538.00,
plus benefits. Documentation from the West Virginia
State Bar, i.e., Bar Dues Statement, will be required to
receive the higher salary.
Position Purpose: The Circuit Court Law Clerk will be
responsible for providing legal support to Judge Kenneth
D. Ballard. 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 be current members or
become members of the West Virginia State Bar and/or
sit for the Uniform Bar Examination (UBE) each time it is
offered. The failure to pass the Uniform Bar Examination
within two (2) attempts will result in a loss of
employment. West Virginia Bar Examination/Uniform Bar
Examination failures predating judicial employment count
toward the two (2) attempts. Any person who has failed
the West Virginia Bar Examination the UBE, or any bar
examination, two (2) or more times is ineligible for these
positions. Once a person passes the Uniform Bar
Examination, the issue of bar examination failures is
moot. Additionally, the minimum law school g.p.a. for
these positions is 2.2.
Duties and Responsibilities:
Each law clerk might have a broad spectrum of duties to
perform, as every judge has specific legal and
administrative support that they require of their law

clerk. Duties and responsibilities may include, but are not limited to:

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

Page 2 of 2

- Respond to attorneys and self-represented litigants, and

- Monitor the court's docket.

Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

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

The Administrative Office of the Courts

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

West Virginia Courts

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

Equal Opportunity in Employment

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

Application Process

To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at sarah.loftus@courtswv.gov.

- Cover Letter,
- Resume,
- Law School Transcript,
- Writing Sample,
- References (at least three, including current contact

information),

- Signed Court Employment Application (available on Court website), and
- Signed, Notarized Release for Criminal/Background Check (available on Court website).

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

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

Desired Class Level: Graduate/Alumni
Posting Date: May 3, 2021
Expiration Date: July 30, 2021
Contact: Sarah Loftus Law Clerk Program Coordinator Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States
Resume Receipt: E-mail
Default email for resumes.: sarah.loftus@courtswwv.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
Requested Document Notes: Application Process To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at sarah.loftus@courtswwv.gov. <ul style="list-style-type: none">• 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.
ID: 7493

Patent Examiners
USPTO

Position Type: Full-time	
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)	
Description: <p>USPTO hiring hundreds of new patent examiners Qualified engineers, scientists, and graphic artists can apply now.</p> <p>The United States Patent and Trademark Office (USPTO) is seeking soon-to-be graduates and professionals with backgrounds in graphic design/art, as well as engineers with backgrounds in biomedical, computer, electrical, and mechanical engineering to apply for hundreds of entry-level patent examiner positions in Alexandria, Virginia.</p> <p>Patent examiners play a critical role in the agency’s efforts to foster innovation, competitiveness, and economic growth. USPTO examiners work closely with inventors and entrepreneurs to process their patent applications and determine whether or not a patent can be granted.</p> <p>Join one of the most highly-skilled workforces in the country, at one of the best places to work in the federal government. Applications are being accepted for design patent examiners until June 24. Applications for all other patent examiner openings will be accepted until July 1. Visit the USAJobs website to apply; there are several potential cut-off dates prior to the deadline, so immediate submissions are highly recommended.</p>	
Desired Class Level: 3L, LLM, Graduate/Alumni	
Posting Date: May 3, 2021	
Expiration Date: July 1, 2021	
Contact: Judith Klein 600 Dulany Street Alexandria, Virginia 22314 United States	
Resume Receipt: Other (see below)	
How to Apply: USAJobs website	
ID: 7492	

Associate Attorney - Remote
Silver Miller

Job Type: Full-time	
Job Location(s):	United States
Job Description:	Silver Miller -- the leading cryptocurrency investor law firm in the country -- is looking for a hard-working, creative-thinking, and detail-oriented Associate Attorney (1-3 years of relevant practice) to assist in prosecuting financial fraud/commercial litigation cases, including cases in the emerging world of cryptocurrency litigation. Salary and benefits commensurate with experience. Compensation package includes incentives for bringing in new cases to the firm. Hire will be trained by Senior Attorney in all aspects of handling cases from intake through trial. Remote working opportunity. California or New York license preferred.
Strong research and writing skills. Federal court experience is a plus.	
Desired Class Level(s):	3L, Graduate/Alumni
Posting Date:	May 1, 2021
Expiration Date:	June 4, 2021
Contact:	David Silver 11780 West Sample Road Coral Springs, Florida 33065 United States
Resume Receipt:	Email Resume, Online
Default email address for resumes:	DSilver@SilverMillerLaw.com
Additional Documents:	Cover Letter, Unofficial Transcript
Visual ID:	7485

Associate Regional Director (Philadelphia, PA)
Kaplan, Inc.

Job Type: Full-time

Job Location(s): Philadelphia, Pennsylvania United States

Job Description: Kaplan Bar Review is looking for a high-energy and intrinsically motivated Associate Regional Director to grow and promote our bar prep business. In this role, you will be traveling to various law schools in the area to develop relationships with university leaders as well as current law students. It is an outstanding opportunity for someone who has a real passion for business development and careers in law. As an Associate Regional Director, not only will you spend days on beautiful law school campuses but you will also get to talk to students about their career goals. Your objective is to put together marketing strategies as well as educate students about Kaplan Bar Review and really talk to them about how we can help their careers. Both marketing and education have evolved tremendously in the last decade so we need someone who is current on modern trends.

Job Responsibilities

Build and nurture relationships with key administrators, faculty, student organizations and advisors to increase Kaplan Bar's visibility and brand recognition on campus.
Conduct informational presentations on law school campuses and in the community.
Represent Kaplan Bar at events, fairs, and forums.
Provide leadership, motivation and direction to student rep teams.
Identify new activities to promote growth in the area, and develop programs to counter competitive activity.
Meet sales growth and lead collections goals
Teaching or proctoring course seminars

Knowledge, Skills, and Abilities:

Leadership and team motivation skills
Excellent interpersonal, communication and presentation skills
Exceptional organizational and planning skills
Problem solving and creative thinking skills
High energy level, confidence and ability to thrive in a fast-paced environment

Requirements:

Juris Doctorate Degree (JD Degree)
You must have passed the Bar Exam and not have any negative action from a state bar to be

considered for this position

Location

Remote/Nationwide, USA

Additional Locations

Employee Type

Employee

Job Functional Area

Sales

Business Unit

00076 Kaplan Bar Review

Kaplan is an Equal Opportunity Employer

Desired Class Level(s):	3L, Graduate/Alumni
Posting Date:	May 1, 2021
Expiration Date:	June 4, 2021
Contact:	Nick Shalosky, Esq. Regional Director
Resume Receipt:	Other (see below)
Default email address for resumes:	nicholas.shalosky@kaplan.com
How To Apply:	https://ghc.wd1.myworkdayjobs.com/en-US/Kaplan_Careers/job/RemoteNationwide-USA/Associate-Regional-Director--Philadelphia--PA-_JR210831
Visual ID:	7484

VOCA Staff Attorney
Appalachian Research & Defense Fund of Kentucky (AppalReD)

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

Description: VOCA STAFF ATTORNEY VACANCY

AppalReD Legal Aid is recruiting for a VOCA staff attorney in its Somerset office located at 108 College Street, Somerset, KY. This well-established civil legal services program is in its 50th year of serving low-income and other vulnerable clients in a 37-county area, which includes the Appalachian Mountains of eastern Kentucky and rolling hills of south-central Kentucky.

AppalReD Legal Aid receives grant funding from the Kentucky Justice & Public Safety Cabinet under the federal Victims of Crime Act (VOCA) to provide legal services to victims of crime including victims of domestic violence, dating violence, sexual assault, stalking, fraud, and elder abuse. This full-time VOCA staff attorney position will address victims’ legal needs in the areas of family law, housing, consumer, and public benefits.

AppalReD Legal Aid operates a network of five field offices with a staff of 24 attorneys, 3 paralegals, and supporting personnel. Each branch office has excellent facilities and the necessary equipment to permit the staff to function as a first-class law firm.

Applicants should have a strong interest in serving the legal needs of low-income people and crime victims, a special desire to work in a rural area, and a particular interest in the problems of Appalachia. Admission to practice law in Kentucky or eligibility for limited admission under Kentucky Supreme Court Rule 2.112 if admitted in another state is preferred, but May 2021 law school graduates will be considered. Salary ranges from \$41,108 to \$61,535 depending on experience with generous benefits and leave time.

Interested applicants should apply to Robert C. Johns, Executive Director, AppalReD Legal Aid, 120 N. Front Avenue, Prestonsburg, KY 41653 or via email at robertj@ardfky.org. Applicants should send a resume under a cover letter indicating the specific nature of their interest in the position. Applicants should also enclose a writing sample and list of references. Selected applicants will be asked to visit the Somerset office. For further information and questions, interested applicants may email or call Robert C. Johns at (606) 889-1984.

Submission Deadline: Friday, May 28, 2021

An Equal Opportunity Employer

Thank you,

Lorie Elam
Director of Administration
Office: (606) 886-9876 Ext: 1230 | Direct: (606) 889-1969
Fax: (606) 886-0079
Email: lorief@ardfky.org
Address: 120 N. Front Avenue, Prestonsburg, KY 41653
Delivering Equal Justice

Desired Class Level:	Graduate/Alumni
Posting Date:	April 30, 2021
Expiration Date:	May 28, 2021
Contact:	Mr. Robert Johns Executive Director 120 North Front Avenu Prestonsburg, Kentucky 41653 United States
Resume Receipt:	E-mail
Default email for resumes.:	robertj@ardfky.org
Additional Documents:	Cover Letter, Writing Sample
ID:	7486

Austin Trial Lawyer

Zinda Law Group, PLLC (Austin, TX)

Job Type: Full-time

Job Location(s):

Austin, Texas United States

Job Description:

Zinda Law Group is a rapidly growing, elite personal injury law firm. We handle complex cases and maintain a small docket, enabling us to best serve our clients. Our attorneys pride themselves on their skills, compassion, and commitment to helping those in need. At Zinda Law Group, we do things differently. We are innovative, use cutting edge technology, and have a start-up mentality. Our firm is a member of the Inc. 5000 and was named one of the top Firms in the Austin area for 2020 by Austin Monthly Magazine.

Our core principles are:

1. Excellence Always;
2. Only the Best;
3. Failure is Not an Option;
4. We All Take Out the Trash;
5. Run the Firm Like a Business.

We are looking for ambitious and passionate Trial Lawyers to join our team in Austin, Texas. As a Trial Lawyer, you will work alongside a dynamic and experienced team while handling your own cases from intake to resolution. A typical day for an Attorney at Zinda Law Group involves client communication, taking and defending depositions, research and drafting, leading mediations, developing case strategies, and/or arguing in court. Our Trial Lawyers handle cases from intake through settlement or jury verdict and over time develop a more sophisticated docket, with the goal of becoming a Senior Attorney.

Qualifications and Experience:

- At least one (1) year of experience practicing personal injury or civil litigation;
- Licensed and in good standing with the Texas State Bar;
- Experience drafting and responding to motions;
- Substantial knowledge of Texas Rules of Civil Procedure.

Compensation and Benefits:

- \$75,000 - \$250,000;
- Paid time off and paid holidays;
- IRA Plan with company contribution match;
- Medical, vision, and dental insurance;
- Parental leave;
- Flexibility to work remotely;
- Excellent work environment;
- Opportunities for ongoing training and mentoring;
- Opportunities to advance and grow within the firm.

To apply, please submit a resume and cover letter through the link below:

<https://zdfirm.bamboohr.com/jobs/view.php?id=385>

Zinda Law Group is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, veteran status, or other protected status as required by applicable law.

Zinda Law Group is still operational during COVID-19. While this crisis poses unique challenges, thanks to an incredible team of dedicated attorneys, paralegals, and staff we have been able to continue running our office virtually. We have full remote-work capabilities and technology that allows our team to continue assisting our clients. The health and safety of our team is our number one priority, and we are committed to complying with all local, state, and national orders and guidelines regarding COVID-19.

Desired Class Level(s):	3L, Graduate/Alumni
Posting Date:	April 29, 2021
Expiration Date:	June 2, 2021
Contact:	Kate Howard 8834 N Capital of Texas Hwy Austin, Texas 78759 United States
Resume Receipt:	Other (see below)
How To Apply:	https://zdfirm.bamboohr.com/jobs/view.php?id=385
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
Visual ID:	7476

Health Associate Attorney (#601)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Minneapolis, Minnesota United States

Job Description: Dorsey & Whitney LLP’s Health group is seeking a highly motivated health law associate with three to five years of experience for its Minneapolis office. The position will focus on transactions and regulatory compliance work (e.g., assisting on M&A teams, negotiating and drafting contracts, researching state and federal licensure and certification requirements, and advising on compliance with the Stark Law, AKS and HIPAA) for clients in the health industry.

Successful candidates will have three to five of transactional health law and regulatory experience, superior academic credentials, and very strong communication, organization, writing, research and analytical skills. We prefer candidates with a background in the health industry and Minnesota bar admission. The candidate must have a deep knowledge of the business and regulatory aspects of health law and strong drafting skills.

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

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

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

Dorsey participates in E-Verify.

About Dorsey

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

third of Fortune 100 companies.

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

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

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

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

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

How to Apply

Dorsey accepts online applications at <http://www.dorsey.com/careers/attorneys>. We do not accept application materials by mail or email except as a reasonable accommodation for qualified disabled applicants. Individuals who are unable to use our online process due to a disability should call 612-492-5186.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	April 29, 2021
Expiration Date:	June 5, 2021
Contact:	HR, Lawyer Recruiting Assistant Josephine DeAngelo HR, Lawyer Recruiting Assistant 50 S 6th St Minneapolis, Minnesota 55402 United States
Resume Receipt:	Other (see below)
How To Apply:	http://www.dorsey.com/attorneyjobs

Visual ID: 7316

Litigation Assistant/Litigation Practice Administrator
Earthjustice

Job Type: Full-time

Job Location(s): San Francisco, California United States

Job Description:

Earthjustice is the premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people’s health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change.

We partner with thousands of groups, supporters, individuals and communities to engage the critical environmental issues of our time, and bring about positive change. We are guided by a passionate, ambitious vision for the future for people and our planet: until justice stands for all, we will never rest. We are here because the earth needs a good lawyer.

Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring people who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with offices in Anchorage, Juneau, Los Angeles, Tallahassee, Honolulu, New York, Philadelphia, Chicago, Denver, Seattle, Bozeman, and Washington, DC.

The Fossil Fuels Program is fighting the industry’s aggressive plans to lock in new oil and gas infrastructure, such as petrochemical facilities, crude oil and gas export terminals and pipelines. We’re using the power of the law to keep this infrastructure — which would dramatically increase fossil fuel consumption and increase damage to our climate — from ever being built while working with communities to advance equity and justice. The Litigation Assistant/Litigation Practice Administrator, based in San Francisco, would support our work across offices in the Gulf South and Ohio River Valley.

This position facilitates the efficient practice of litigation by providing administrative support, as well as general administrative support to attorneys and other staff in the Fossil Fuels Program.

Responsibilities:

- Paralegal (70%):
- Prepare documents under attorney supervision for filing in court and before agencies, including:
 - Drafting procedural motions, certificates, and disclosure statements;
 - Ensuring document compliance with court rules;
 - Proofreading, bluebooking, and cite-checking;
 - Preparing tables of contents, tables of authorities, exhibits, and exhibit lists; and
 - Filing and serving electronically and manually.
 - Perform factual and paralegal research and draft memos regarding research.
 - Receive, research, and respond to public inquiries requesting legal assistance.
 - Maintain litigation calendar, including:

- Monitoring, computing, and scheduling court and agency deadlines based on court orders and Federal Register notices; and
- Organizing meetings and events.
- Maintain digital and physical files, including:
- Case pleadings, general litigation documents, and general correspondence; and
- Case management database (ProLaw).
- Prepare client communications, including retainer agreements, litigation hold letters, and joint defense agreements.
- Become familiar with relevant court and administrative agency rules.
- Monitor Federal Register, Court, and/or other web sites as requested by attorneys.
- Develop visual aids and exhibits using mapping tools and analyze demographic and geographic data to assist attorneys in case development.
- Assist with locating and corresponding with potential witnesses.
- Assist attorneys with recruiting activities, including identifying college contacts and finding relevant recruiting events.
- Coordinate and plan activities for summer law clerks and interns, including brown-bag lunches, outings and networking activities.
- Submit Freedom of Information Act inquiries and review and summarize responsive documents as needed.
- Analyze information from environmental databases on facility compliance and emissions.
- Stay up-to-date on environmental issues and network relevant news to attorneys.

Administrative (30%):

- Work with IT Department to identify and resolve computer and technical problems.
- Order and track supplies.
- Supports the hiring process for job candidates including screening resumes,
- scheduling interviews and onboarding.
- Take notes at staff meetings.
- Schedule meetings for attorneys.
- Maintain subscriptions and order additional publications as needed.
- Accounts payable and client billing, including payment tracking and collections.

General:

- Help foster office morale and positive work environment.
- Other tasks as assigned as needed.

Qualifications:

- Bachelor's degree required.
- A can-do attitude, meticulous attention to detail, and an unrelenting commitment to high performance standards.
- Excellent research, analytical, writing, and computer skills (word processing, databases and spreadsheets, Internet, etc.).
- Excellent command of spelling, punctuation, and

grammar.

- The ability to organize, set priorities among multiple assignments, meet deadlines, and function calmly under pressure.
- Strong time management and organizational skills.
- Demonstrate an awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations.
- The ability to work effectively as part of a team, including with remote staff, and to maintain confidential information.
- Flexible, punctual, highly reliable, and available for occasional evening and weekend work, as well as overtime on an as-needed basis. Ability to work for extended periods on the computer as needed to meet filing deadlines.
- A team player who will enthusiastically take on tasks that range from intellectually challenging to administrative work. Ability to work independently to identify, analyze, and complete tasks.
- Contribute to the creation of a diverse, equitable, and inclusive work culture that encourages and celebrates differences.
- Ability to travel for trainings, hearings, and staff and client meetings.
- Excellent skills with Adobe Acrobat and Microsoft Office Suite a plus.
- Interest in and knowledge of environmental, social justice, or public interest issues a plus.
- To qualify for Litigation Assistant II, at least three years of paralegal or legal assistant experience in a litigation setting, and research experience.

We offer a mission- and employee-focused work environment and a competitive compensation package, including excellent benefits. Earthjustice is an equal opportunity employer and highly values diversity.

Salary is based on experience and location.

Salary range in San Francisco, CA: \$63,300 - \$70,300

To Apply:

Interested applicants should submit the following:

- Resume.
- One- or two-page cover letter that addresses: (1) why you are drawn to Earthjustice's mission and whether there are particular legal, environmental, or justice issues that inspire you; and (2) aspects of your background that demonstrate competence to work with a diverse group of clients and colleagues.
- Short writing sample.
- References

Applications will be reviewed on a rolling basis.

Click here to apply: <https://app.jobvite.com/j?cj=oa8mffwD&s=symlicity>

Please reach out to jobs@earthjustice.org if you are having technical difficulties submitting your application. No phone calls, drop-ins, or hard copies.

Earthjustice is driven by a passion for justice, partnership, and

excellence. Our core values lead us to seek a broad range of perspectives and backgrounds to achieve our mission and to maintain an inclusive environment where all staff are valued and respected. As an equal opportunity employer, we are committed to employment practices that ensure that employees and applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information, or any other factor that is not related to the position.

For positions located within the City and County of San Francisco Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment-qualified applicants with arrest and conviction records.

For positions located within the City of Los Angeles: We will consider qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring.

Desired Class Level(s): 3L, Graduate/Alumni
Posting Date: April 29, 2021
Expiration Date: June 5, 2021
Contact: Earthjustice California Regional Office Los Angeles, California United States
Resume Receipt: Other (see below)
How To Apply: https://app.jobvite.com/j?cj=oa8mffwD&s=symplicity
Visual ID: 7483

Trial Attorney (Land Acquisition & Bankruptcy)

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

Position Type:	Full-time
Geographic Preference:	Mid-Atlantic (DE, MD, DC, VA)
Description:	<p>Description</p> <p>POSITION TITLE: Trial Attorney</p> <p>LOCATION:</p> <p>Office of the Attorney General for the District of Columbia</p> <p>Commercial Division</p> <p>Land Acquisition & Bankruptcy Section</p> <p>400 Sixth Street, N.W.</p> <p>Washington, D.C. 20001</p> <p>WORK STATUS: Due to the COVID-19 pandemic emergency, this position is on maximum situational telework status and employees are not permitted to work on-site at OAG unless authorized.</p> <p>JOB REQUISITION NUMBER: 2021-35</p> <p>OPENING DATE: April 19, 2021</p> <p>CLOSING DATE: May 10, 2021</p> <p>SALARY: \$87,007 – \$113,481</p> <p>This range is within the Legal Service salary schedule from Grade 12 Step 2 to Grade 13 Step 5. Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.</p> <p>PAY PLAN, SERIES AND GRADE: LS-905-12/13</p> <p>TYPE OF APPOINTMENT: Legal Service – Permanent</p> <p>COLLECTIVE BARGAINING UNIT: This position is in the collective bargaining unit represented by AFGE Local 1403. If you opt to join the union, and consent, a service fee will be paid through direct payroll deduction.</p> <p>AREA OF CONSIDERATION: Open to the Public</p>

JOB SUMMARY

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia is seeking an experienced litigator for its Land Acquisition and Bankruptcy (LAB) Section in the Commercial Division. The LAB Section is responsible for acquiring land through condemnation proceedings, as well as judicial foreclosure of District tax liens, for use by the District for public purposes ranging from rehabilitation of blighted

properties and creation of affordable housing to construction of government office buildings, public stadiums and conference centers, and other economic development and infrastructure projects. The Section also provides representation to all District agencies in bankruptcy court in personal and commercial bankruptcies in which the District may have an interest.

The attorney selected will handle eminent domain, quiet title, and tax foreclosure cases, as well as other litigation on behalf of various District agencies as necessary, such as real property lien defense cases, affordable dwelling unit (ADU) enforcement cases, defensive tax sale litigation, and administrative law cases before the Office of Administrative Hearings. The attorney will also perform tasks related to researching and clearing title to real property and provide advice on proposed legislation as necessary.

The cases handled by the attorney selected will involve novel and complex legal and factual issues including the power of the District of Columbia to condemn under the Fifth Amendment and District of Columbia statutes, complex title review issues, compliance by the District with tax sale statutes and Due Process requirements, ascertainment of the fair market value of property and real estate appraisal issues, and the admissibility of evidence. The Section's cases demand that attorneys achieve intellectual command of complicated facts, real estate title, zoning and land valuation principles, and other legal issues, sometimes rapidly. Successful candidates should demonstrate an aptitude and desire for primary responsibilities in sophisticated litigation, proficiency in working with a wide range of experts, and the ability to harness leading edge technology and litigation support in the preparation of cases. Creative thinking and considerable talent in problem solving -- whether in a litigation or settlement context -- are indispensable.

The Section's docket can be demanding and requires top caliber work products. Successful applicants will have a demonstrated record of complex case management, initiative and creativity, superb courtroom skills, outstanding legal writing, and a commitment to the highest ethical and professional standards.

QUALIFICATIONS: Applicants should have a strong interest in land acquisition litigation and/or trial work and an exceptional academic background. The candidate must also have three or more years of civil litigation/trial experience, preferably experience litigating and conducting trials of eminent domain or other cases involving land valuation issues, quiet title, or tax foreclosure actions. Applicants must demonstrate superior research, analytical, and writing abilities.

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.

The selected candidate will be subject to a general

background investigation, including reference checks.

HOW TO APPLY: Interested candidates must apply online by 11:59pm of the closing date. All applications must include the completed questionnaire, along with a cover letter, resume, a list of three professional references including supervisors, and a writing sample. Please ensure that all required documents are included prior to submitting the application.

OTHER SIGNIFICANT FACTS

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

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

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

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

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

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

ATTORNEY GENERAL

Important: Your COMPLETE application is important to OAG hiring process. Please ensure that you have read through the requisition in its entirety. Any REQUIRED document/s i.e. Resume, Cover Letter, DC2000RP, and/or KSAs as applicable, are included BEFORE you SUBMIT the application. You will NOT be able to re-submit. Thank you.

Desired Class Level:	Graduate/Alumni
Posting Date:	April 26, 2021
Expiration Date:	May 10, 2021
Contact:	Ms. Arlyntha Love Program Support Assistant 441 4th Street N.W. Suite 1100S Washington, District of Columbia 20001 United States
Resume Receipt:	E-mail
Default email for resumes.:	oag.recruitmentattorney@dc.gov
Additional Documents:	Cover Letter, Writing Sample
ID:	7478

Public Defender 2 - Ruidoso, NM
New Mexico Law Offices of the Public Defender

Job Type: Full-time	
Job Location(s):	Ruidoso, New Mexico United States
Job Description:	<p>To provide professional legal services for the Law Offices of the Public Defender in representing juvenile and adult indigent clients in areas of litigation, appeal, counsel, research and analysis.</p> <p>Essential Functions</p> <p>Public Defender (PA2)</p> <ul style="list-style-type: none">• Attorneys at this level may handle a variety of cases, including misdemeanor, juvenile, youthful offender or appellate cases.• May assist higher level Attorneys with complex cases.• Advise and counsel clients regarding case strategy and possible outcomes.• Work is performed under the direction, guidance and supervision from more experienced colleagues and supervisor/manager.• Will conduct plea bargaining, when appropriate, with District Attorneys and other parties to establish agreements to resolve cases.• Will attend seminars, training classes and review current professional literature to maintain and develop professional skills and knowledge.• Drafts/reviews, proposes and prepares reports and legal documents.• Performs related and other duties as assigned. <p>Other Duties:</p> <p>Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.</p>
Desired Class Level(s):	Graduate/Alumni
Posting Date:	April 23, 2021
Expiration Date:	May 30, 2021
Contact:	Elizabeth Holmes 505 Marquette Ave. NW Albuquerque, New Mexico 87102 United States
Resume Receipt:	Other (see below)
How To Apply:	http://www.lodnm.us/Jobs/
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
Visual ID:	7075

Corporate Staff Attorney
Moore & Van Allen (Charlotte, NC)

Job Type: Full-time	
Job Location(s):	Charlotte, North Carolina United States
Job Description:	Moore & Van Allen, a large southeastern law firm with a national practice, has an opportunity for a staff attorney with corporate/business experience to assist with document preparation for asset and equity transactions. Seeking at least two to four years of experience drafting transaction documents, including acquisition documents, stock and asset purchase agreements, due diligence materials and related ancillary agreements. Candidates should also have excellent practice experience and excellent written and verbal communication ability. Equal Opportunity Employer.
Desired Class Level(s): Graduate/Alumni	
Posting Date: April 22, 2021	
Expiration Date: May 29, 2021	
Contact:	Mollie Clark New Associate Recruiting Manager 100 N Tryon St Charlotte, North Carolina 28202 United States
Resume Receipt: Other (see below)	
Default email address for resumes: charlotterecruiting@mvalaw.com	
How To Apply: http://www.mvalaw.com/f-20.html	
Additional Documents: Cover Letter, Unofficial Transcript	
Visual ID: 7466	

Judicial Clerkship

Mercer County Court House (Mercer PA)

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

Description:

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

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

The 2021 salary is \$41,105.15; extra compensation is available by processing Protection From Abuse petitions.

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

Interested candidates should submit the following:

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

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

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

Tel: (724) 662-3800 ext. 2516

Submissions will be accepted until May 14th, 2020
at 4:30 p.m.

Desired Class Level: 3L, Graduate/Alumni
Posting Date: April 22, 2021
Expiration Date: May 14, 2021
Contact: Bo D. McCleary District Court Administrator North Diamond Street Mercer, Pennsylvania 16137 United States
Resume Receipt: E-mail
Default email for resumes.: bmcclary@mcc.co.mercer.pa.us
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 7467

Judicial Clerkship
Indiana County Court of Common Pleas, Pennsylvania

Position Type: Full-time	
Job Location(s): Indiana, Pennsylvania (United States)	
Description:	
Indiana County Court of Common Pleas	
40th Judicial District	
Indiana, PA	
Job Title:	Judicial Law Clerk position
open for	
The Honorable Michael T. Clark	
Salary:	\$41,933 plus benefits
Term of Appointment:	1 year beginning August 2021
Requirements:	Must be a law school
graduate by position start date	
Responsibilities:	Assisting the Court including
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:	May 14, 2021
Submit to:	Christy Donofrio, Esq.
Administrator	District Court
Courthouse	Indiana County
2nd Floor	825 Philadelphia Street,
Indiana, PA 15701	

Questions may be directed to Christy Donofrio:
cdonofrio@indianacountypa.gov

Desired Class Level:	3L, Graduate/Alumni
Posting Date:	April 22, 2021
Expiration Date:	May 14, 2021
Contact:	Christy Donofrio, Esq. 825 Philadelphia Street, 2nd Floor Indiana, Pennsylvania 15701 United States
Resume Receipt:	E-mail
Default email for resumes.:	cdonofrio@indianacountypa.gov
Additional Documents:	Cover Letter, Other Documents
ID:	7469

Managing Attorney - Gallup, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

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

Job Description:

To direct and supervise a unit or an office of the Law Offices of the Public Defender in providing professional level services representing juvenile and adult indigent clients, handle highly complex appeals or serve as lead counsel for serious violent felony or appeals and other highly complex litigation cases.

Essential Functions

Managing Attorney:

- Manage attorneys in a unit or manage a legal program
- Manages, trains, develops, mentors and conducts performance evaluations of assigned attorney resources.
- Manages financial resources of the unit.
- Provides key input into the development of policies and procedures for the assigned organization unit and/or program.
- Oversees workflow and work assignments.
- Maintain adequate staffing levels by closely reviewing all requests for leave, and requesting posting of vacant positions through executive management.
- Provides key input into the development of policies and procedures for the assigned organization unit and/or program.
- Provide input to the performance review and development of Attorneys at lower levels
- Provide corrective action and or directives when necessary to include but not limited to progressive disciplinary action.
- Conducts legal research/analysis of laws, precedents, legal issues, procedural rules, in preparation of cases.
- Reviews and investigates client cases to determine legal position and propose legal strategy.
- Prepares for litigation and appeal through initiation of legal documents, review of case information, obtaining evidence, conducting interviews, preparation of witnesses to testify.
- Researches changes in laws, legislation, rules court decisions, case precedents, to determine/ anticipate legal problems and propose resolutions.
- Counsels and advises clients on cases such as pleadings, arraignments, trials, appeals.
- Explains, interprets and keeps client informed on changes in law, court decisions, legal issues and problems.
- Attends seminars, training classes and reviews current professional literature to maintain and develop professional skill and knowledge.
- Conducts plea bargaining with District Attorneys and other parties to establish agreements to resolve cases.
- Depending on location: may assist with (CLIP) program or coordinate volunteer/intern/extern programs.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or

responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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

Minimum Qualifications Current license as an attorney issued by the New Mexico Supreme Court or eligible for limited license issued by New Mexico Supreme Court and six (6) years of criminal law experience and/or management experience in a legal environment Employment Requirements Must possess and maintain a valid New Mexico Driver's license. Collective Bargaining: This position may be covered by a collective bargaining agreement and all terms/conditions of that agreement apply and must be adhered to. Default FLSA: Exempt Geographic Pay Differential: This position may qualify for Geographic Pay Differential. Please refer to the LOPD website, Geographic Differential, for more information. The Law Offices of the Public Defender is an Equal Opportunity Employer and does not discriminate on the basis of race, color, ancestry, national origin, sex, age, spousal affiliation, sexual orientation, gender identity, veteran status, political affiliation or religion, mental or physical disability, or serious medical condition. This job advertisement may be used to fill multiple vacancies. Preference may be given to multilingual applicants fluent in English and other languages.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	April 22, 2021
Expiration Date:	May 29, 2021
Contact:	Elizabeth Holmes 505 Marquette Ave. NW Albuquerque, New Mexico 87102 United States
Resume Receipt:	Other (see below)
How To Apply:	Applicants must apply online at: https://www.governmentjobs.com/careers/lopdnm
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
Visual ID:	7267

Affordable Housing & Community Dev. Associate - Multiple Loc
Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s):

- Philadelphia, Pennsylvania United States
- Washington, District of Columbia United States
- Boulder, Colorado United States
- Baltimore, Maryland United States
- New Jersey United States
- Denver, Colorado United States

Job Description:

We are seeking to hire an associate for our nationally recognized Affordable Housing and Community Development practice with a preference for the associate to work in our Washington, D.C., Baltimore, Philadelphia, New Jersey, Denver or Boulder offices; candidates interested in another Ballard Spahr office or in a remote working arrangement will also be considered. Qualified candidates should have at least 4 years of legal experience in multifamily government-assisted and/or low-income housing tax credit affordable real estate finance transactions. Experience with one or more of the following is expected: HUD programs including the Rental Assistance Demonstration program, Section 8, public housing; LIHTC; Other related tax credits (historic, new markets). Experience with multiple areas in the foregoing sentence and with HUD-insured or GSE lending products is a plus. This is an excellent opportunity for a motivated entrepreneurial candidate to thrive in a collegial environment at a firm with a national profile. Active bar in the location for which you wish to be considered is preferred.

Ballard Spahr’s Affordable Housing and Community Development practice has served more than 75 public housing authorities and numerous nonprofit and for-profit developers, government agencies, lenders, and community development entities the past two decades. We provide regulatory advice, help our clients complete their transactions, advise on corporate governance and board issues, and supply a full complement of construction, development, and operations services.

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

Physical Requirements:

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

This Job Description describes the general content and requirements for the position. It is not an exhaustive statement of the essential functions, responsibilities, or

requirements of the job; they may change from time to time and are dictated by the needs of the firm and the managers to whom the employee will report. Employment is at will. Ballard Spahr may change the functions and responsibilities of the position at any time, and it may reassign the employee to another department in its sole discretion.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	April 20, 2021
Expiration Date:	May 26, 2021
Contact:	Kathryn J. Ball Manager of Attorney Growth and Integration 1735 Market Street Philadelphia, Pennsylvania 19103 United States
Resume Receipt:	Other (see below)
How To Apply:	https://selfapply.ballardspahr.com/viRecruitSelfApply/ReDefault.aspx?FilterREID=1&FilterJobCategoryID=4&FilterJobID=542
Additional Documents:	Unofficial Transcript
Visual ID:	7452

Funds Formation Career Associate

Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

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

Description:

Orrick’s Legal 500 Ranked Private Investment Funds Group is seeking a **private investment funds attorney** ideally having 3-6 years of experience to join us in our firm’s **Wheeling, West Virginia** office as a **career associate** to assist more senior attorneys in Orrick’s Private Investment Funds Group located in Orrick’s New York office, DC office, West Coast offices (San Francisco, Silicon Valley and Los Angeles) and Wheeling, WV office.

The candidate should have significant experience with the formation of partnerships and corporations, including organizational documents, subscription materials, Reg D and blue sky compliance, and related matters (such as term sheets and offering materials) and experience interfacing with clients and opposing counsel. Ideally a candidate will be familiar with private equity-style funds (whether buyout, venture capital, real estate, mezzanine, infrastructure or other) and the analysis of relevant issues to the formation of such private investment funds (whether from the sponsor or investor perspective), including drafting materials and reviewing/responding to fund documents, side letters and the MFN process.

For the fifth year in a row, Orrick is one of Fortune’s 100 Best Companies to Work For, the annual list that recognizes companies with extraordinary workplace cultures. Additionally, Orrick has been recognized as a Project Finance Firm of the Year (Law360) and a Band 1 firm for US PPP and Renewables (Chambers).

We bring distinctive quality, diverse teams and innovation to everything we do. At our core, we value collegiality among our lawyers and strive to make our practices both professionally and personally rewarding. We'll help you to connect with peers and mentors to ensure you are integrated into our client teams. Our top-notch training and mentoring programs, retreats and academies, shadowing opportunities and more are what set us apart. If you are passionate about innovative work in a dynamic environment, you're just who we've been looking for.

Job Requirements:

- 3-6 years of experience.
- JD from accredited law school.
- Licensure from at least one (1) jurisdiction
- Wheeling office applicants must be admitted to the West Virginia State Bar, be eligible to join the West Virginia State Bar via reciprocity or by transferring a UBE score, or be willing to take the West Virginia State Bar Exam.
- Excellent academic credentials
- Excellent legal research, writing, and interpersonal communication skills required

If you have any questions, please reach out to Karen Sincavich, FW HR Generalist, at ksincavich@orrick.com.

We are an Equal Opportunity Employer.

Desired Class Level:	Graduate/Alumni
Posting Date:	April 16, 2021
Expiration Date:	May 31, 2021
Contact:	Karen L. Sincavich HR Generalist 2121 Main Street Wheeling, West Virginia 26003 United States http://www.orrick.com
Resume Receipt:	Other (see below)
How to Apply:	To submit your resume and cover letter for this position, please visit our Career Associate listings at https://www.orrick.com/en/Careers/Lawyer-Job-Opportunities
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	7439

Assistant Consumer Advocate I,II, or III

Pennsylvania Office of Consumer Advocate

Job Type: Full-time

Job Location(s):
United States

Job Description:
Assistant Consumer Advocate I, II, or III

The Pennsylvania Office of Consumer Advocate (OCA) seeks full-time attorneys to serve as Assistant Consumer Advocates. The OCA is the statutory representative of Pennsylvania utility consumers before the Pennsylvania Public Utility Commission (PUC), federal regulatory agencies, and state and federal courts. As an Assistant Consumer Advocate, attorneys can expect to perform a variety of legal work in the utility law sector, such as trial practice before the PUC and appellate practice before the Commonwealth Court of Pennsylvania, working with a dedicated team of attorneys to develop legal opinions and strategies that protect Pennsylvania utility consumers, and developing multi-disciplinary skills in accounting, engineering, and consumer protection work.

Salary and Benefits

Full-time employees receive all Commonwealth health (including dental and vision), pension and other benefits for management personnel. The salaries for these positions will generally depend on the qualifications and experience level of the applicant and can fall within the following ranges:

Assistant Consumer Advocate I

\$58,132 — \$89,546 (Graduates awaiting bar results - \$50,817)

Assistant Consumer Advocate II

\$66,484 — \$102,240

Assistant Consumer Advocate III

\$75,991 — \$116,930

Essential Functions

- Analyze and research complex regulatory filings.
- Manage and direct expert witnesses, including coordinating the development of testimony and preparing them for cross-examination.
- Prepare and conduct cross-examination of expert witnesses.
- Prepare trial and appellate motions and briefs.

- Travel to and represent the OCA in public hearings throughout the Commonwealth.
- Represent the OCA in settlement negotiations and alternate dispute resolution processes.
- Assist consumers, both formally and informally, in complaint proceedings before the PUC.
- Participate in rulemaking proceedings before the PUC.

Qualifications

- Licensed to practice law in Pennsylvania (or awaiting PA bar results).
- Ability to work independently in a fast-paced and challenging legal environment.
- Strong oral and written communication skills.
- Career objective or experience in consumer protection, administrative law and policy, or public interest field.

How to Apply

Please send a (1) cover letter, (2) resume, (3) transcript, (4) three references, and (5) a writing sample by electronic mail to attorneyposting@paoca.org.

Desired Class Level(s):	3L, Graduate/Alumni
Posting Date:	April 13, 2021
Expiration Date:	May 13, 2021
Contact:	Jo Ann Spiroff Clerk Typist II 555 Walnut Street Harrisburg, Pennsylvania 17101 United States
Resume Receipt:	Email Resume, Online
Default email address for resumes:	attorneyposting@paoca.org
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
Additional Documents Notes:	Three References
Visual ID:	7385

Assistant Prosecuting Attorney
Boone County Prosecuting Attorney's Office (Madison, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Job Location(s):	Madison, West Virginia (United States)
Description:	<p>The Boone County Prosecuting Attorney’s Office is accepting applications for an Assistant Prosecuting Attorney position.</p> <p>The primary responsibilities shall include, but not be limited to, criminal matters in Magistrate and Circuit Courts.</p> <p>The applicant must be a member of the West Virginia State Bar in good standing.</p> <p>The applicant’s salary is commensurate with experience. A full benefits package is available for a full-time position. Individuals seeking a part-time position are also encouraged to apply.</p>
Desired Class Level:	3L, Graduate/Alumni
Posting Date:	April 13, 2021
Expiration Date:	May 13, 2021
Contact:	D.E. Taylor Prosecuting Attorney 200 State Street Madison, West Virginia 25130 United States
Resume Receipt:	E-mail
Default email for resumes.:	dtaylor@boonecountywv.net
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	7418

Associate Attorney
Armstrong Law, PLLC (Gassaway, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Job Location(s):	Gassaway, West Virginia (United States)
Description:	<p>Responsibilities:</p> <p>Represent clients in Court or before government agencies Prepare and draft legal documents on behalf of clients Advise clients on business and legal transactions Negotiate settlements for legal disputes Comply with all legal standards and regulations Perform administrative and management functions related to the practice of law.</p> <p>Qualifications:</p> <p>Familiarity with various legal documents Strong analytical and problem-solving skills Ability to build rapport with clients Excellent written and verbal communication skills</p> <p>Fulltime, estimated 50-65k salary.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	April 13, 2021
Expiration Date:	May 13, 2021
Contact:	Ms. Dakota Johnson 624 Elk St Gassaway
Resume Receipt:	E-mail
Default email for resumes.:	dakota@wvlegalhelp.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	7419

Attorney Editor
Thomson Reuters

Job Type: Full-time

Job Location(s):

- Eagan, Minnesota United States
- Minneapolis, Minnesota United States
- Saint Paul, Minnesota United States

Job Description:

In this role you will provide legal interpretation in the form of research, analysis, and writing to support the development and maintenance of Thomson Reuters Legal information in all media. Members of this team are also tasked with ensuring that published legal information contains and delivers premium legal content.

About the Role:

In this opportunity as Attorney Editor you will:

- **Legal Research, Analysis and Writing:** Our Attorney Editors create and classify legal information in the form of headnotes, highlights, and other features and enhancements. You will also identify key legal issues in editorial materials while demonstrating competence in Westlaw navigation and on-line research tools.
- **Editorial Responsibility:** Members of this team adhere to editorial publishing schedules and quality standards. They also verify their own work and that of other staff as required for accuracy and completeness, and ensure that the information is properly presented and organized. In this role you will be required to maintain and develop legal knowledge and skills training as needed to complete your work and in order to stay current on legal trends and developments that are related to your editorial responsibilities.
- **Individual and Leadership Development:** As a part of a larger team, you will attend and participate in meetings and take part in the employee evaluation process (both wider feedback and self-evaluation). To be most effective at your job, you will develop knowledge of Thomson Reuters Legal publications and products related to your responsibilities, and those of competitors.
- **Members of our team** prioritize their own work and understand the roles and responsibilities of each collaborator/team member and how each role impacts production. You will also be required to demonstrate competence on company specific systems necessary to perform your job functions.

We have one team hiring Attorney Editors at our Minneapolis/St Paul campus (Eagan, MN) at this time:

- **Cases Editorial:** As a member of the Cases Editorial team, you will read and analyze court decisions and create and classify short summaries of each point of law in the decision for Westlaw and print. Strong analytical and writing skills, productivity, and quality are necessary to maintain our world class judicial content.

About You:

Youâ€™re a fit for the role of Attorney Editor if you have/are:

- J.D. degree from an American Bar Association accredited law school
- Self-starter with aptitude for legal research and writing
- Analytical thinker who uses logic and collaborates to solve difficult problems
- Decisive with a focus on making quality decisions quickly
- Ability to interpret, analyze, organize, and communicate complex legal

material.

- Comfortable with personal computers and familiar with word processing and online applications
- Can prioritize tasks and projects and pursue them with energy and drive
- Great teammate who will work successfully in a shared environment.
- Strong communicator who can speak and write clearly and effectively with all contacts, both in and outside Thomson Reuters.

We are hiring for these positions in our **Minneapolis/St. Paul (Eagan), MN** office only.

Whatâ€™s in it For You?

At Thomson Reuters, our people are our greatest assets. Here are some of the benefits we offer for your personal and professional growth:

- **Our Culture:** You will have the opportunity to work for a company that has a market dominant position and is passionate about giving back to the community
- **Learning & Development:** You will be joining a team that has the commitment of the company to prioritize growth and has made investments to expand our capabilities. This includes paid CLE time for Attorney Editors
- **Benefits:** Extraordinary benefits package including health benefits, savings/investment plans, paid time off, and bar dues reimbursement
- **Social Impact:** Global volunteer network, organized virtual volunteer events, 2 paid volunteer workdays a year, company matching for personal charitable giving and fundraising
- **Compensation:** Base salary and a variable compensation that is directly related to your success

Do you want to be part of a team helping re-invent the way knowledge professionals work? How about a team that works every day to create a more transparent, just and inclusive future? At Thomson Reuters, weâ€™ve been doing just that for almost 160 years. Our industry-leading products and services include highly specialized information-enabled software and tools for legal, tax, accounting and compliance professionals combined with the worldâ€™s most global news services â€“ Reuters. We help these professionals do their jobs better, creating more time for them to focus on the things that matter most: advising, advocating, negotiating, governing and informing.

We are powered by the talents of 25,000 employees across more than 75 countries, where everyone has a chance to contribute and grow professionally in flexible work environments that celebrate diversity and inclusion. At a time when objectivity, accuracy, fairness and transparency are under attack, we consider it our duty to pursue them. Sound exciting? Join us and help shape the industries that move society forward.

Accessibility

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

We also make reasonable accommodations for qualified individuals with disabilities and for sincerely held religious beliefs in accordance with applicable law.

More information about Thomson Reuters can be found on thomsonreuters.com.

Desired Class Level(s): 3L, Graduate/Alumni

Posting Date:	April 13, 2021
Expiration Date:	May 19, 2021
Contact:	Brodie Jamieson 610 Opperman Drive Eagan, Minnesota 55123 United States
Resume Receipt:	Other (see below)
How To Apply:	https://thomsonreuters.wd5.myworkdayjobs.com/External_Career_Site/job/USA-Eagan-610-Opperman-Dr/Attorney-Editor_JREQ140820
Visual ID:	7406

Dallas Trial Lawyer

Zinda Law Group, PLLC (Austin, TX)

Job Type: Full-time

Job Location(s):
Dallas, Texas United States

Job Description:

Zinda Law Group is a rapidly growing, elite personal injury law firm. We handle complex cases and maintain a small docket, enabling us to best serve our clients. Our attorneys pride themselves on their skills, compassion, and commitment to helping those in need. At Zinda Law Group, we do things differently. We are innovative, use cutting edge technology, and have a start-up mentality. Our firm is a member of the Inc. 5000 and was named one of the top Firms in the Austin area for 2020 by Austin Monthly Magazine.

Our core principles are:

1. Excellence Always;
2. Only the Best;
3. Failure is Not an Option;
4. We All Take Out the Trash;
5. Run the Firm Like a Business.

We are looking for an ambitious and passionate Trial Lawyer to join our growing team in Texas. We are currently interested in hearing from candidates located in Austin, El Paso, and Dallas, as well as Texas based candidates interested in working remotely. As a Trial Lawyer, you will work alongside a dynamic and experienced team while handling your own cases from intake to resolution. A typical day for an Attorney at Zinda Law Group involves client communication, taking and defending depositions, research and drafting, leading mediations, developing case strategies, and/or arguing in court. Our Trial Lawyers handle cases from intake through settlement or jury verdict and over time develop a more sophisticated docket, with the goal of becoming a Senior Attorney.

Qualifications and Experience:

At least one (1) year of experience practicing personal injury or civil litigation;

Licensed and in good standing with the Texas State Bar;

Spanish bilingual a plus;

Experience drafting and responding to motions;

Substantial knowledge of Texas Rules of Civil Procedure.

Compensation and Benefits:

\$75,000 - \$250,000;

Paid time off and paid holidays;

IRA Plan with company contribution match;

Medical, vision, and dental insurance;

- Parental leave;
- Excellent work environment;
- Opportunities for ongoing training and mentoring;
- Opportunities to advance and grow within the firm.

To apply, please submit a resume and cover letter though the link below:

<https://zdfirm.bamboohr.com/jobs/view.php?id=375>

Zinda Law Group is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, veteran status, or other protected status as required by applicable law.

Zinda Law Group is still operational during COVID-19. While this crisis poses unique challenges, thanks to an incredible team of dedicated attorneys, paralegals, and staff we have been able to continue running our office virtually. We have full remote-work capabilities and technology that allows our team to continue assisting our clients. The health and safety of our team is our number one priority, and we are committed to complying with all local, state, and national orders and guidelines regarding COVID-19.

Desired Class Level(s): Graduate/Alumni
Posting Date: April 13, 2021
Expiration Date: May 20, 2021
Contact: Kate Howard 8834 N Capital of Texas Hwy Austin, Texas 78759 United States
Resume Receipt: Other (see below)
How To Apply: https://zdfirm.bamboohr.com/jobs/view.php?id=375
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
Visual ID: 7416

MDLC Program Assistant
Mid-Minnesota Legal Aid (Minneapolis, MN)

Job Type: Full-time

Job Location(s):

- Minneapolis, Minnesota United States
- Duluth, Minnesota United States
- Mankato, Minnesota United States

Job Description:

The Minnesota Disability Law Center (MDLC), an extension of Mid-Minnesota Legal Aid (MMLA), is seeking a full-time, temporary (one year) program assistant to work in our Minneapolis, Duluth, or Mankato office. This position may transition to a full-time, permanent position depending on passing a security clearance, grant funding, and office needs. At this time, all or most activities will be done remotely. In the future, activities may be done in person, with travel throughout Minnesota required. This position will start as soon as possible after the position is filled.

RESPONSIBILITIES:

- Support three of the MDLC’s federal grants by editing and filing grant reports and materials
- Create and edit written materials, such as reports, PowerPoints, and other publications
- Draft letters, releases of information, and other documents for reviewers and case handlers
- Support other staff by mailing, faxing, copying, scanning, and creating files in case management systems
- Contacting clients/representative payees to schedule appointments
- Assist with MDLC’s monitoring efforts, including researching facilities and tracking visits for grant reporting
- Apply the principles of MMLA’s Racial Justice Values Statement in all interactions
- May perform onsite monitoring of facilities that serve people with disabilities in Minnesota as needed
- Other duties as assigned

QUALIFICATIONS:

- Government security clearance and fingerprinting is a requirement for this position
- Access to reliable transportation, as statewide travel is required
- Experience with or general knowledge of services, laws, and issues affecting people with disabilities
- Proficiency using Microsoft Office required
- Strong attention to detail
- Effective verbal and written communication skills in a collaborative environment
- Knowledge of grant reporting preferred
- Graphic design skills preferred
- Second language skills, particularly Spanish, ASL, or

- Somali, preferred
- Diverse economic, social, or cultural experiences preferred

SALARY: \$33,885 to \$34,908 per year, depending on experience, plus benefits

APPLICATIONS: Submit resume and cover letter at www.mylegalaid.org/employment by April 23rd, 2021, or until position is filled. Please indicate that you are applying for the MDLC Program Assistant position in your cover letter and specify which office location – Minneapolis, Duluth, or Mankato – you prefer.

No calls please.

Mid-Minnesota Legal Aid is an Equal Opportunity/Affirmative Action employer.

Desired Class Level(s):	3L, Graduate/Alumni
Posting Date:	April 13, 2021
Expiration Date:	May 20, 2021
Contact:	Legal Secretary Cathy Sobotka 430 North 1st Avenue Minneapolis, Minnesota 55401 United States
Resume Receipt:	Other (see below)
How To Apply:	https://mylegalaid.org/employment
Additional Documents:	Cover Letter
Visual ID:	7411

Associate Attorney

Ketchel Law

Job Type: Full-time	
Job Location(s):	Pittsburgh, Pennsylvania United States
Job Description:	Fast-paced criminal defense firm seeks entry-level attorney for immediate start. The firm handles all variety of criminal matters throughout Western Pennsylvania in both State and Federal court. Applicant should be able to multitask and be prepared to appear at court proceedings daily. Compensation is commiserate with experience. Benefits include health insurance, parking and yearly bonus.
Desired Class Level(s): Graduate/Alumni	
Posting Date: April 12, 2021	
Expiration Date: May 12, 2021	
Contact:	Criminal Defense Attorney, Owner, Managing Partner Justin Ketchel Criminal Defense Attorney, Owner, Managing Partner 429 4th Ave, Ste 1600 Pittsburgh, Pennsylvania 15219 United States
Resume Receipt: Email Resume, Online	
Default email address for resumes: justin@justinketchellaw.com	
Additional Documents: Cover Letter, Writing Sample	
Visual ID: 7365	

Litigation Associate – Pittsburgh

Burns White LLC (Pittsburgh)

Position Type: Full-time
Practice Area(s): Litigation, LAW
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Job Location(s): Pittsburgh, Pennsylvania (United States)

Description:

About the Job

Burns White seeks to hire a mid-level Litigation Associate Attorney to join its Railroad Practice Group in Pittsburgh, PA.

Job Requirements

- The ideal candidate will have 3-5 years of litigation experience, including depositions, discovery and case preparation.
- Trial experience as well as experience with transportation matters is a plus.
- Candidate must be licensed to practice in Pennsylvania.
- Excellent oral and written communication skills, strong organizational skills, attention to detail and the ability to multi-task are prerequisites.
- Candidates must be self-starters with the ability to work individually and in teams.

Equipment, Physical/Mental Demands, Working Conditions

Personal computer and other office equipment such as telephone, typewriter, calculator, fax machine, duplicating machine, etc.

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

Able to deal with stress in a fast-paced work environment with multiple priorities. Make decisions and adapt to changing work situations. Grasp and apply new ideas and technologies. Communicate and successfully interact with various personalities at all organizational levels.

Typical office setting, normally Monday through Friday business hours. Occasional overtime as required.

Burns White conducts criminal background screenings for all newly hired employees.

**No search firms
No phone calls, please
EOE**

Interested candidates who meet the job requirements stated above should submit a resume and cover letter to Human Resources by email (jobs@burnswhite.com), fax (412.995.3300), or

mail. No search firms. No phone calls, please.

Desired Class Level:	Graduate/Alumni
Posting Date:	April 12, 2021
Expiration Date:	June 12, 2021
Contact:	Jessica Gangjee Burns White Center 48 26th Street Pittsburgh, Pennsylvania 15222 United States
Resume Receipt:	E-mail
Default email for resumes.:	jobs@burnswhite.com
Additional Documents:	Cover Letter
ID:	7408

MDLC Rep Payee Advocate

Mid-Minnesota Legal Aid (Minneapolis, MN)

Job Type: Full-time

Job Location(s):

Duluth, Minnesota United States

Mankato, Minnesota United States

Job Description:

The Minnesota Disability Law Center (MDLC), an extension of Mid-Minnesota Legal Aid (MMLA), is seeking a full-time, temporary advocate to work in our Duluth or Mankato office. This six-month position may transition to a full-time, permanent position depending on passing a security clearance and grant funding. At this time, all or most activities will be done remotely. In the future, activities may be done in-person, with travel throughout Minnesota required. This position would start as soon as possible after the position is filled.

RESPONSIBILITIES:

- Conduct onsite reviews of Social Security Administration (SSA) Representative Payees, including review of financial documents, development of corrective action plans when necessary, and referrals to outside agencies
- Monitor the living conditions of beneficiaries to prevent, detect, and address instances of abuse, neglect, or financial exploitation
- Perform onsite monitoring reviews of facilities
- SSA data entry and submission of reports
- Collaborate with others regarding ongoing reviews
- Frequent travel, sometimes overnight, throughout Minnesota
- Apply the principles of MMLA's Racial Justice Values Statement in all interactions

QUALIFICATIONS:

- Government security clearance is a requirement for this position
- Knowledge in or experience with conducting investigations, such as those performed by law enforcement, social workers, regulators, or other types of investigators
- Direct experience with or general knowledge of services and issues affecting individuals with disabilities
- Familiarity with the Americans with Disabilities Act (ADA) and/or the Minnesota Human Rights Act
- Ability to review and understand financial documents
- Access to reliable transportation, as statewide travel is required
- Excellent verbal and written communication skills
- Proficiency using Microsoft Office required
- Diverse economic, social, or cultural experiences preferred

SALARY: \$35,346 to \$37,441 per year, depending on experience, plus benefits

APPLICATIONS: Submit resume and cover letter at www.mylegalaid.org/employment by April 16th, 2021, or until position is filled. Please indicate that you are applying for the

MDLC Representative Payee Advocate position in your cover letter and specify which office location – Duluth or Mankato – you prefer.

No calls please.

Mid-Minnesota Legal Aid is an Equal Opportunity/Affirmative Action employer.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	April 11, 2021
Expiration Date:	May 18, 2021
Contact:	Legal Secretary Cathy Sobotka 430 North 1st Avenue Minneapolis, Minnesota 55401 United States
Resume Receipt:	Other (see below)
How To Apply:	https://mylegalaid.org/employment
Additional Documents:	Cover Letter
Visual ID:	7404

MLP Attorney - St. Cloud

Mid-Minnesota Legal Aid (Minneapolis, MN)

Job Type: Full-time

Job Location(s):

St. Cloud, Minnesota United States

Job Description:

Mid-Minnesota Legal Aid (MMLA) is seeking a full-time staff attorney for its Medical/Legal Partnership (MLP) with CentraCare in St. Cloud, MN. This position will also maintain a regular presence at the Family Practice Clinic at MMLA's St. Cloud office. Starting date will be negotiated based upon bar admission and office needs.

RESPONSIBILITIES:

- Partner with medical providers to improve the health outcomes of patients by addressing serious legal issues that adversely impact the patient's health
- Provide representation on civil legal issues including:
- Direct representation and advice
- Complex litigation
- Policy advocacy and outreach
- Community education as appropriate to client, project, and office needs
- Supporting co-workers and staff from other organizations to meet the needs of clients
- Apply the principles of MMLA's Racial Justice Values Statement in all interactions

QUALIFICATIONS:

- Concern for the needs and rights of low-income persons and victims of domestic violence required
- Attorney applicants must be currently licensed in Minnesota. Individuals who took the February Bar will be considered.
- Attorneys admitted in states other than Minnesota can get temporary pre-exam admission.
- Proficiency using Microsoft Windows and Office required
- Skills in a language other than English, particularly Spanish or Somali, preferred
- Diverse economic, social, or cultural experiences preferred
- Experience in working in community partnerships preferred

SALARY: \$51,000 to \$55,312 per year, depending on experience, plus benefits

APPLICATIONS: Submit resume and cover letter at www.mylegalaid.org/employment by April 21st, 2021, or until position is filled.

No calls please.

Mid-Minnesota Legal Aid is an Equal Opportunity/Affirmative Action employer.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	April 9, 2021
Expiration Date:	May 16, 2021
Contact:	Legal Secretary Cathy Sobotka 430 North 1st Avenue Minneapolis, Minnesota 55401 United States
Resume Receipt:	Other (see below)
How To Apply:	https://mylegalaid.org/employment
Additional Documents:	Cover Letter
Visual ID:	7402

Litigation Assistant

Earthjustice

Job Type: Full-time

Job Location(s):

Washington, D.C., District of Columbia United States

Job Description:

Earthjustice is the premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people's health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change. We partner with thousands of groups, supporters, individuals, and communities to engage the critical environmental issues of our time, and bring about positive change. We are guided by a passionate, ambitious vision for the future for people and our planet: until justice stands for all, we will never rest. We are here *because the earth needs a good lawyer*.

Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring people who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with offices in Anchorage, Juneau, Los Angeles, Tallahassee, Miami, Honolulu, New York, Philadelphia, Denver, Seattle, Bozeman, Chicago, and Washington, D.C.

Earthjustice is now accepting applications for one full-time Litigation Assistant to join the Clean Energy Program and provide administrative and litigation support services to our team of lawyers and advocates who are working around the country to accelerate the transition to 100% clean energy. The position is available immediately and will be based in our Washington D.C. office. Our ideal candidate would be available to start as soon as possible.

Earthjustice's Clean Energy Program has a longstanding track record of success with our litigation and advocacy to compel a shift from fossil fuels to clean energy and ensure equitable access to clean energy. We litigate in state and federal court, and engage in regulatory proceedings across the country and at the Federal Energy Regulatory Commission to break down barriers and increase access to clean energy resources, including energy efficiency, solar, wind, demand response, and storage. We also have a growing practice challenging proposals to build new gas plants that would crowd out clean energy development. For more information about the Clean Energy Program, please visit: <https://earthjustice.org/about/offices/clean-energy>

Responsibilities:

The Litigation Assistant provides administrative and litigation support services for nine active Clean Energy Program attorneys practicing in state and federal courts, in public service commissions, at the Federal Energy Regulatory Commission, and other administrative forums. Tasks may include but are not limited to the following:

- Preparation and editing of documents for filing, including: proofreading, cite checking, bluebooking, formatting, producing tables of contents and

- authorities, assembling exhibit lists, etc.
- Filing and service of paper and electronic filings.
- Ensuring all court rules are met.
- Creating, organizing, and maintaining case files and contacts.
- Submitting and tracking new matters and board approvals requests, litigation updates, maintaining data for matters, etc.
- Computing and calendaring court deadlines.
- Assisting in the collection, processing, and review of incoming and outgoing discovery productions.
- Assisting attorneys with deposition and hearing preparation, including: organizing document binders, printing exhibits, creating exhibit lists, communicating with court reporters, etc.
- Supporting attorneys in gaining admission to courts, registration renewals, and creating and managing e-filing accounts.
- Reviewing, organizing, and interpreting factual and technical information; generating research notes, memoranda, summaries, tables, maps, and other visuals as needed
- Drafting basic pleadings and other case-related documents under attorney supervision, including: case initiating documents, proposed orders, cover letters, FOIA requests, pro hac vice applications, etc.
- Communicating with courts, experts, co-counsel, opposing counsel, and government officials as requested by attorneys.
- Tracking relevant dockets and issues related to the work of the Clean Energy Program via the Federal Register, agency web sites, various distribution lists, media outlets, etc.
- Participating in conference calls and meetings when relevant to the position and/or assigned projects.
- Operating all office equipment (copier, Stamps.com equipment, fax machines, etc.).
- Engaging in general administrative support (e.g., receiving packages, scanning mail, managing office supplies, taking notes, greeting visitors).

Qualifications:

- Bachelor's degree or equivalent experience.
- Paralegal experience or training a plus.
- Interest in and knowledge of environmental or social justice issues a plus.
- A can-do attitude, meticulous attention to detail, and an unrelenting commitment to high performance standards.
- Excellent research, analytical, writing, and computer skills (word processing, databases and spreadsheets, Internet, etc.).
- Knowledge of the entire Microsoft Office Suite.
- The ability to organize, set priorities among multiple assignments, meet deadlines, and function calmly under pressure.
- The ability to work effectively with remote staff and to maintain confidential information.
- The ability to coordinate work flow and assignments with fellow Litigation Assistants in the Clean Energy Program.
- Flexible, punctual, highly reliable, and available for occasional evening and weekend work.
- Ability to work for extended periods on the computer

- as needed to meet filing deadlines.
- A team player who will enthusiastically take on tasks that range from intellectually challenging to more mundane administrative work.
- Demonstrates an awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations.
- Commits and contributes to the creation of a diverse, equitable, and inclusive work culture that encourages and celebrates differences.

We offer a competitive salary and excellent benefits that are comprehensive and competitive. We also offer an extremely congenial work environment and a casual dress code.

Salary is dependent on experience and location.

Salary for Washington, DC: \$60,100 - \$66,800

To Apply:

Interested candidates should submit a:

- Resume
- One- or two-page cover letter that addresses at least the following subjects: (1) why you are drawn to Earthjustice's mission and whether there are particular legal, environmental, or justice issues that inspire you; and (2) aspects of your background that demonstrate competence to work with a diverse group of colleagues and clients.
- Writing sample.
- List of 2-3 references.

Click here to apply: <https://app.jobvite.com/j?cj=oj08efwp&s=symplicity>

Applications will be reviewed on a rolling basis until the position is filled.

Please reach out to jobs@earthjustice.org if you are having technical difficulties submitting your application. No phone calls, drop-ins, or hard copies.

Earthjustice is driven by a passion for justice, partnership, and excellence. Our core values lead us to seek a broad range of perspectives and backgrounds to achieve our mission and to maintain an inclusive environment where all staff are valued and respected. As an equal opportunity employer, we are committed to employment practices that ensure that employees and applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information, or any other factor that is not related to the position.

For positions located within the City and County of San Francisco Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment-qualified applicants with arrest and conviction records.

For positions located within the City of Los Angeles: We will consider qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for

Hiring.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	April 6, 2021
Expiration Date:	May 13, 2021
Contact:	Earthjustice California Regional Office Los Angeles, California United States
Resume Receipt:	Other (see below)
How To Apply:	https://app.jobvite.com/j?cj=oj08efwp&s=symplicity
Visual ID:	7387

Associate and Summer Intern

The Brown Law Firm., P.C.

Job Type: Summer, Internship	
Job Location(s):	New York, New York United States
Job Description:	<p>Boutique plaintiffs' securities litigation firm seeks to hire an associate and summer interns to join its new Midtown, Manhattan office, which has been located in Long Island, NY. The firm has a national practice that consists of shareholder derivative litigation in federal and state courts throughout the country. This is a ground floor opportunity to move forward and grow. Ambition and success will be rewarded.</p> <ul style="list-style-type: none">- Must be used to working independently- Must be self-disciplined (not interested in wasting time on surfing the net, social media, texting, etc.)- Must have fine communication skills- Must have excellent writing skills- Must have excellent research skills- Must be detail-oriented- Having knowledge of securities laws and law of corporate fiduciaries is a plus- Having knowledge of financial markets is a plus- Having knowledge of accounting and finance theory is a plus- Having experience working in Big Law, at a plaintiffs' securities firm, or at a firm focused on complex litigation is a plus <p>For more information about the firm visit: http://www.thebrownlawfirm.net</p>
Desired Class Level(s): 2L, Graduate/Alumni	
Posting Date: April 2, 2021	
Expiration Date: May 9, 2021	
Contact: Timothy Brown 240 Townsend Square Oyster Bay, New York 11771 United States	
Resume Receipt: Email Resume, Online	
Default email address for resumes: tbrown@thebrownlawfirm.net	
Additional Documents: Cover Letter, Unofficial Transcript	

Visual ID: 7364

Insurance Defense Associate
McClelland Legal Search

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	Position Type: Full-time, permanent position
	Employer Name: Disclosed upon receipt of resume
	Job Title: Associate
	Job Description: Our client is seeking a n attorney with 3+ years of experience defending clients in insurance defense litigation. Candidates on the claimant side experience who would like to switch to defense would also be considered.
	Hiring Criteria: 3+ years of insurance defense experience, and admitted in Pennsylvania.
	Location: Pittsburgh
	Materials requested: Resume
	Deadline to apply: No deadline but search is active and interviews ongoing
	Compensation Details: Compensation determined by experience.
	Desired years of Experience: preferred 3+ years of insurance defense experience
	How we would like to receive the materials: Interested candidates should send their information to : dianne@mcclellandlegalsearch.com
Desired Class Level:	Graduate/Alumni
Posting Date:	April 1, 2021
Expiration Date:	June 30, 2021
Contact:	Dianne McClelland
Resume Receipt:	E-mail
Default email for resumes.:	dianne@mcclellandlegalsearch.com
ID:	7357

Assistant City Attorney

City of Huntington, West Virginia (Huntington, WV)

Position Type:	Full-time
Practice Area(s):	Municipal
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Assistant City Attorney, City of Huntington, West Virginia. The Legal Department of the City of Huntington, West Virginia is growing and adding a second Assistant City Attorney position. Huntington is a City of 50,000 with a progressive attitude, a growing university, two major hospitals and a wide variety of recreational opportunities. The City has a budget of more than \$60,000,000 and 350 employees. The salary for the Assistant City Attorney position is from \$72,184 to \$80,304, depending on experience. Experience as a working attorney and West Virginia Bar admission are preferred, but recently graduated attorneys will be considered. Other general requirements, such as U.S. citizenship and graduation from a fully accredited law school, will apply. Bar admission within six months of hire is necessary. The position will become available on July 1, 2021. The Assistant City Attorney will work closely with the City Attorney and staff in all matters and tasks of the office, including, but not limited to: litigation; Municipal Court prosecution; preparation of legal opinions; drafting legislation; advising department and division heads; police and fire civil service matters; labor issues; interpreting and applying collective bargaining agreements; attending various Council and board meetings; collections; and other duties as assigned by the City Attorney. The Assistant City Attorney is not required to be a resident of the City. The position includes a generous health insurance package, paid vacation, 11 paid holidays, paid bar dues, regular hours, paid sick leave, portable PERS retirement, and life insurance. Candidates should submit a cover letter and resume to Human Resources Director Sherry Lewis at lewiss@huntingtonwv.gov between April 1, 2021 and May 30, 2021. EOE/M/F/H</p>
Desired Class Level:	3L, Graduate/Alumni
Posting Date:	March 31, 2021
Expiration Date:	May 15, 2021
Salary Range:	70,000 - 79,999
Contact:	<p>Mr. Scott Damron City Attorney 800 Fifth Avenue Huntington, West Virginia 25701 United States http://cityofhuntington.gov</p>
Resume Receipt:	E-mail
Default email for resumes.:	lewiss@huntingtonwv.gov
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
Requested Document Notes:	Transcript only requested for graduating students
ID:	7351

Associate Litigation Attorney
Kay Casto & Chaney (Martinsburg, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Job Location(s):	Martinsburg, West Virginia (United States)
Description:	Kay Casto & Chaney PLLC seeks to hire a associate litigation attorney for its Martinsburg, WV office. Experience of 3-5 years is preferred. Requirements include someone who is motivated, has a positive attitude, and is a team player. The ideal candidate will also have strong skills in research and writing and some background in real property.
Desired Class Level:	Graduate/Alumni
Posting Date:	March 30, 2021
Expiration Date:	May 28, 2021
Contact:	Tracey A. Rohrbaugh Member 400 Foxcroft Avenue Suite 100 Martinsburg
Resume Receipt:	E-mail
Default email for resumes.:	trohrbaugh@kaycasto.com
Additional Documents:	Cover Letter
ID:	7352

Law Clerks and Paralegals for Various DOJ Offices
Special Counsel (Troy, Michigan)

Position Type: Full-time
Practice Area(s): All Practice Areas

Description:

Special Counsel, the nations largest legal recruiting and staffing firm is currently working in conjunction with a national consulting firm to help recruit and staff for the Department of Justice. We are recruiting for the DOJ offices in Manhattan, Brooklyn, Washington D.C, Newark, Trenton, Syracuse, Knoxville, TN, Williamsport, PA, New Orleans, St. Louis, Miami, Austin, Texas and Chicago.

Please note that the following items are non-negotiable for these opportunities. They are as follows:

- 1. Must work on site at one of the DOJ offices as the documents can not leave the office.
- 2. Must work full time during core business hours.
- 3. Hard start date of June 1.

Law Clerk I Job Description:

An applicant must have completed 1 year of law school or be a law school graduate.

Day to day tasks include, but are not limited to:

- 1. conducting factual and legal research
- 2. collecting, analyzing, and evaluation of financial information
- 3. thinking critically and drafting reports, memoranda, and correspondence
- 4. preparing interview reports
- 5. organizing material and preparing synopses
- 6. summarizing transcripts
- 7. performing related duties as assigned
- 8. performs complex legal research for the trial staff
- 9. Assists in preparing drafting of legal documents such as motions, briefs, memoranda of law, reviewing documents for relevance and privilege and assisting attorneys with all phases of litigation.

Paralegal Job Description:

Support 10-15 active investigations at any one time, activities include:

- 1. Drafting legal documents for attorney review

- 2. Organizing and loading documents to various databases
- 3. Preparing notices of investigations to involved parties
- 4. Coordinating deposition preparations
- 5. Organizing and maintaining case files.
- 6. Performing case research using CaseMap, PACER, Concordance, Westlaw, LexisNexis, and Relativity
- 7. Knowledge of standard legal citation to cite check legal motions and memorandum and must have sufficient experience with legal research tools such as LEXIS and Westlaw
- 8. Compiles, prepares, and summarizes relevant materials for use by attorneys in discovery and in preparation of motions, briefs and other legal documents; summarizes

Desired Class Level: Graduate/Alumni
Posting Date: March 26, 2021
Expiration Date: May 31, 2021
Contact: Nicholas Romley
Resume Receipt: E-mail, Accumulate Online
Default email for resumes.: Nicholas.Romley@specialcounsel.com
ID: 7339

Associate Attorney

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

Position Type:	Full-time
Practice Area(s):	Negligence & Personal Injury, Worker's Compensation
Job Location(s):	Smethport, Pennsylvania (United States) Erie, Pennsylvania (United States) Erie, Pennsylvania (United States) Meadville, Pennsylvania (United States)
Description:	Our personal injury law firm, with locations and opportunities in Erie, Meadville, and Smethport, Pennsylvania, is looking to hire a new associate attorney to handle personal injury, workers' compensation, and social security disability cases. We offer a welcoming atmosphere, great benefits, and the opportunity for professional growth with mentorship. We welcome applications from both Pennsylvania-licensed attorneys and law students expecting to become Pennsylvania-licensed in the near future.
Desired Class Level:	3L, Graduate/Alumni
Posting Date:	March 25, 2021
Expiration Date:	May 31, 2021
Contact:	Attorney Adam E. Barnett Esquire 234 W 6th Street Erie, Pennsylvania 16507-1319 United States http://erieinjury.com
Resume Receipt:	E-mail, Other (see below)
Default email for resumes.:	adam@erieinjury.com
How to Apply:	U.S. Mail
Additional Documents:	Cover Letter
ID:	7335

Legal Education-Manager-Legal Ed Assessment

American Bar Association (Chicago, IL)

Position Type: Full-time

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

Description:

Legal Education-Manager-Legal Ed Assessment
ABA Chicago, 321 North Clark, Chicago, Illinois, United States of America Req #622
Friday, March 19, 2021
During this current situation with COVID-19, the ABA will continue to accept and process applications for job opportunities. We will conduct our recruitment process via alternative means (virtual interviews) for the time being.

The ABA recruits employees seeking opportunities for challenging and substantive work defending liberty and pursuing justice in the U.S. and around the world. The ABA offers competitive employment benefits which include medical, dental, vision, life and disability insurance, flexible spending accounts, a 401(k), commuter benefits, and more.
Job Summary/General Purpose of Job

Provides analytics support in the identification and solicitation of volunteers from the legal profession to support on-site evaluations, site inspections, and the onboarding /training of such volunteers.

Essential Job Functions and Responsibilities (listed in order of importance and/or time spent)

Review and update existing curriculum on the Standards and Rules used in evaluating law schools.

Advises schools on compliance with Standards and Rules of Procedure for accreditation purposes.

Conducts analyses and identifies potential volunteers to participate in the Legal Education accreditation process.

Contacts potential volunteers to ascertain their interest and commitment in being a volunteer for any number of accreditation initiatives, assesses the potential candidates' qualifications, and creates formal recommendations for review by the Associate Deputy Managing Director – Accreditation.

Actively recruits and sources Site Team volunteers, inspectors, and fact finders to participate in the assessment process.

Determines training needs for newly selected volunteers.

Conducts training for site teams and school deans and other administrators on the Standards and Rules used in evaluating law schools.

Creates, updates, and is accountable for the documentation of all site visits and for document management before, during, and after the site visit.

Functions as an informational resource to volunteers and school representatives relative to processes, procedures, and typical practices relating to a site review.

May accompany site visit/inspection teams to on-site assessments and independently interface with school representatives and volunteers to ensure the optimization time spent and data validity/appropriateness against formal requests.

Examine and review site reports and direct Site Chairs and Schools in making corrections.

Supervision of paralegals who assist with site visits.

Review and analyze law school and university financial reports as part of the site report review.

Performs other related duties as required.

Required Education, Qualifications, Experience

Possession of a bachelor’s degree from an accredited college or university.

Experience in review and analysis of budgets and financial reports for academic institutions.

At least five years’ experience conducting complex analyses related to the development, selection, and ongoing measurement of mission-critical programs within the legal education environment

Previous experience interacting with law professionals and/or academic institutions on complex curricula or educational accreditation requirements.

Possession of an intermediate level skill in the Microsoft Office suite of products.

Preferred Education, Qualifications, Experience

Previous work experience in an analytical capacity for an educational accreditation institution.

Possession of a law degree and/or other advanced degree.

Previous project management experience and/or possession of a PMP certification.
The American Bar Association is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities. Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with the American Bar Association please call 312-988-5188.

Desired Class Level: Graduate/Alumni
Posting Date: March 25, 2021
Expiration Date: May 31, 2021
Contact: Kristen Winek

321 N Clark Chicago, Illinois 60654-7598 United States

Resume Receipt: E-mail

Default email for resumes.: kirsten.winek@americanbar.org

Requested Document Notes: The ABA Section of Legal Ed and Admissions to the Bar has an opening for the position of Manager, Legal Education Assessment. The person in this position assists aspects of ABA site teams (including recruitment, education/training, and service on teams) and assists with other projects. The job posting is here: <https://us59.dayforcehcm.com/CandidatePortal/en-US/aba/Posting/View/1422>.

ID: 7334

Managing Attorney
Community Legal Aid

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Managing Attorney - Neighborhood Law & Immigrants and Refugees Position Announcement #1919</p> <p>Organization: Community Legal Aid is a private non-profit law firm which works to bridge the gap between poverty and justice for those in need. Legal Aid is the primary provider of free civil legal representation to low income and elderly residents of central northeast Ohio, concentrating its efforts on legal work that makes a difference in the lives of those it serves.</p> <p>Job Description: The Managing Attorney will lead the Neighborhood Law Project and Immigrants and Refugees Project. The Neighborhood Law Project promotes community development by proactively engaging with stakeholders and developing innovative solutions to economic and racial inequities. The Immigrants and Refugees Project provides holistic legal services to immigrants and refugees as they enrich our culture and economy.</p> <p>The Managing Attorney will: develop project goals and plans in collaboration with Practice Groups and organizational leaders; adapt and achieve project goals through leadership and supervision of staff assigned to the projects; coordinate client services with other management team members; actively participate in Practice Groups; actively participate in organizational efforts to improve the effectiveness and efficiency of client services and operations; lead efforts to develop and maintain effective relationships with the private bar, community organizations, other legal aid organizations, public officials, media, and funders; and perform other duties as required.</p> <p>The Managing Attorney may be asked to lead different projects in the future as the needs of the organization and community change.</p> <p>Job Qualifications: The successful candidate will have a proven commitment to legal services to the poor, a commitment to professionalism, excellent persuasive abilities, excellent legal writing skills, and good interpersonal skills.</p> <p>The Managing Attorney must have the ability to work effectively with a wide variety of personalities and be strong, self-motivated, and creative. Prior supervisory experience will be valuable. A broad range of general civil litigation experience is extremely desirable. The ability to work effectively with community groups is essential.</p>

A minimum of five years of legal experience is preferred.
Must be licensed to practice in Ohio.
Ability to speak Spanish or other languages is highly desirable but not necessary.

Reports to: Deputy Director
Location: Youngstown Office
Salary: \$77,000+ DOE. Excellent working environment and benefit package.
Deadline: Open until filled.
To Apply: Visit
<https://www.communitylegalaid.org/careers> and upload cover letter, resume, references and writing sample.
Community Legal Aid is an Equal Opportunity Employer and does not discriminate because of age, race, gender, religion, national origin, marital status, sexual orientation, gender identity, or disability.
Minorities and women are encouraged to apply.
<https://www.communitylegalaid.org>

Desired Class Level: Graduate/Alumni
Posting Date: March 16, 2021
Expiration Date: May 31, 2021
Contact: Ohio First National Plaza, 11 Federal Street, 7th Floor Youngstown, Ohio 44503 United States
Resume Receipt: E-mail
Default email for resumes.: jobs@communitylegalaid.org
Requested Document Notes: https://www.communitylegalaid.org
ID: 7263

Attorney

Willow Corporate and Legal Advisors (Bridgeport, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Willow Legal Advisors, Bridgeport, WV., specializes in corporate legal work. They are currently seeking an attorney who would initially be working on mainly contract drafting and wills. Experience level – 0 - 5 years. Please send resume, cover letter, writing sample, and transcript to: Ms. Emily Saab at esaab@nealislaw.com
Desired Class Level:	Graduate/Alumni
Posting Date:	March 15, 2021
Expiration Date:	May 31, 2021
Contact:	Emily Wymer Saab Client Relations/HR Consultant 440 East Main Street, Suite 104 Bridgeport, West Virginia 26330 United States
Resume Receipt:	E-mail
Default email for resumes.:	esaab@nealislaw.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	7256

Associate Attorney

American Consolidated Natural Resources, Inc. (St. Clairsville, Ohio)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>46226 National Road St. Clairsville, OH 43950</p> <p>About us</p> <p>ASSOCIATE ATTORNEY</p> <p>Employment Opportunity</p> <p>American Consolidated Natural Resources, Inc. ("ACNR") is the largest underground coal mining company in America. Headquartered in St. Clairsville, Ohio, ACNR and its Subsidiary Companies employ and manage nearly 5,000 employees and currently manages 9 active coal mines, in 5 regions of the United States.</p> <p>Responsibilities</p> <p>An Associate Attorney may be bestowed responsibility to review, analyze, and negotiate any of a variety of agreements, contracts, and formal documents. Below are examples of areas of such responsibility.</p> <ul style="list-style-type: none">• Vendor Agreements• Customer Agreements• Lease Agreements• Property Transactions• Regulatory Compliance• Employment Law <p>Requirements</p> <ul style="list-style-type: none">• Ability and motivation to exercise experience, judgment, organization, communication and project management skills efficiently and effectively.• Must be an attorney in good standing in a relevant state such as Ohio, Illinois, West Virginia, or a neighboring state, or have the ability to obtain an Ohio or West Virginia license to practice law.• Currently reside in, or be willing to relocate to, the St. Clairsville, OH area.• Three to five years of relevant legal experience is preferred, but not required. <p>Benefits</p> <p>Each American Consolidated Natural Resources, Inc. subsidiary company is an equal opportunity employer with complete employee compensation and benefits.</p> <p>Learn more about us at http://acnrinc.com</p> <p>Application Link: https://apply.workable.com/j/9ED56D6653</p>
Desired Class Level:	3L, LLM, Graduate/Alumni
Posting Date:	March 10, 2021

Expiration Date:	May 31, 2021
Contact:	Paul A. Graham 46226 National Road St. Clairsville http://www.acnrinc.com
Resume Receipt:	E-mail, Other (see below)
Default email for resumes.:	paulgraham@acnrinc.com
How to Apply:	Application Link: https://apply.workable.com/j/9ED56D6653
ID:	7223

PRIVACY AND CIVIL LIBERTIES ATTORNEY
Federal Bureau of Investigation (Clarksburg, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>FEDERAL BUREAU OF INVESTIGATION (FBI) OFFICE OF THE GENERAL COUNSEL ATTORNEY 935 PENNSYLVANIA AVENUE NW CLARKSBURG, WV 26306 UNITED STATES OGC_MH_PCLU-WV_2021</p> <p>About the Office: The FBI's Office of the General Counsel (OGC) is seeking a highly qualified attorney to join its exciting and challenging legal practice with assignment in Clarksburg, West Virginia. OGC provides legal advice to the entire FBI, including the Director, FBI Headquarters officials and agents in the 56 domestic field offices, on a wide range of substantive issues. OGC works closely with other elements of the Department of Justice, other members of the Intelligence Community, including the Office of the Director of National Intelligence (ODNI), the Central Intelligence Agency, the National Security Agency and the White House. OGC also assists the FBI in forming partnerships with other federal, state, local and international agencies, as well as private sector entities, in support of FBI operations.</p> <p>Mission: The mission of the FBI is to protect the American People and uphold the Constitution of the United States.</p> <p>Privacy and Civil Liberties Unit (PCLU): Attorneys working in PCLU apply their expertise, skills, and education to protect the nation by providing legal advice and counsel across all FBI investigative and intelligence collection programs. These attorneys ensure that FBI activities comply with the U.S. Constitution, federal privacy laws (such as the Privacy Act and Section 208 of the E-Government Act), executive actions regulations, and policies. PCLU attorneys provide expertise in the following areas: privacy and civil liberties affecting the FBI both operationally and as an employer; the authorized sharing of information about individuals by FBI personnel; Privacy Impact Assessments and Systems of Records Notice for FBI information technology systems; Memorandums of Understanding and information sharing agreements; data breaches involving FBI information; and legal analysis of legislation, regulations, and policies.</p> <p>Our office places a high value on diversity of experiences and perspectives and encourages applications from all qualified individuals from all ethnic and racial backgrounds, veterans, LGBT individuals, and persons with disabilities.</p> <p>Job Description: Consults and provides comprehensive legal guidance to FBI clients on issues related to privacy and civil liberties; Reviews and edits privacy documentation and information sharing agreements submitted by clients on a wide array of information technology systems; Drafts memos, policies, and other documents for FBI executive management, ensuring compliance with law and policy; Briefs FBI executive management on issues related to privacy and civil liberties;</p>

Conducts training for FBI personnel on privacy and civil liberties matters;

Supports the component's Privacy and Civil Liberties Officer, who is responsible for ensuring component-wide compliance with information privacy and civil liberties mandates; and
Develops and evaluates legislative, regulatory, and other policy proposals that implicate privacy issues.

Qualifications:

Key Requirements:

Must be a U. S. citizen

Must be able to obtain a Top-Secret/SCI clearance

Selectee will be required to complete form FD-887, Request for Access to Sensitive Compartmented Information (SCI)

Selectee will be required to complete a Confidential Financial Disclosure Report, OGE-450 annually.

The Department of Justice will approve candidates that are selected for this position.

Please ensure work experience/requirement(s) are identifiable in the resume. The resume and supporting documentations will determine whether the candidate meets the job qualifications listed in this announcement. Applicants must meet the qualification requirements at the time of application.

Applicants deemed most competitive will be sent to the hiring official for employment consideration.

All applicants are rated on the following competencies:

Analytic Thinking

Communication

Governance and Legal Jurisprudence

Leadership

Oral/Written Communication

Research

BASIC REQUIREMENT:

Possess a law degree from an accredited American Bar Association law school; and

Proof of active membership and good standing with any U. S. jurisdiction bar association

Positive Education Requirement: This position has a specific education requirement; all applicants must verify completion of this basic requirement by submitting proof of J.D. degree and proof of good standing with a U. S. jurisdiction bar association. Please see the "Required Documents: section of this announcement for additional information.

Education: Applicant must possess a J.D. degree from a law school accredited by the American Bar Association (or have a LL.M. degree or other graduate law school degree in addition to J.D.) and be an active member of a U.S. jurisdiction bar association.

GS-14: Applicants applying for the GS-14 must have 2.5 or more years post J.D. attorney experience.

GS-15: Applicants applying for the GS-15 must have 4 or more years of post J.D. attorney experience.

Salary:

GS-14: \$108,885 - \$141,548; GS-15: \$128,078 - \$166,502

Travel:

Some travel is required.

Application Process:

NOTE: All FBI employees must undergo an FBI Background Investigation and receive an FBI Top Secret security clearance. For employment eligibility with the FBI, applicants must not violate any of the automatic employment disqualifiers, and adhere to the FBI's pre-employment drug policy. Please ensure you meet these standards before submitting an application. All of these disqualifiers are extensively researched during the FBI Background Investigation Process. The preliminary employment requirements include a polygraph examination; a test for illegal drug use; credit and records checks; and extensive interviews with former and current colleagues, neighbors, friends, professors, etc. Before applying for this position, please make sure that the FBI Employment Disqualifiers do not apply to you. <https://www.fbijobs.gov/working-at-FBI/eligibility>

How to Apply:

To apply for this position, provide a complete application package which includes the following REQUIRED documents:

Your cover letter and resume

A writing sample, not to exceed 10 pages

Proof of current and active bar association membership

Copy of Law School Transcripts

Current SF-50 (if external government employee)

DD 214 (proof of Veteran's Preference)

Please Note: FBI employees currently assigned to a General Attorney position do not need to provide Law School Transcripts or Proof of Bar Association Membership.

Step 1: Create a new email and attach all required electronic documents. Include contact information (phone number) and a brief introduction (2-3) sentences in the body of the email.

Step 2: Title the subject of the email using the following format, indicating whether you are an internal or external candidate. (Example: OGC_MH_PCLU_2020_External/Internal)

Step 3: Submit the completed application email to OGC-JOBS@fbi.gov

What to Expect Next

Once your complete application is received, the FBI will conduct an evaluation of your qualifications. The Most Competitive candidates will be referred to the hiring manager for further consideration and possible interview. Interviews will be conducted on a rolling basis. You will be notified of your status throughout the application process.

Internal Applicants Additional Information

Management may select any grade for which this position is announced.

Identification of promotion potential in this announcement does not constitute a commitment or an obligation on the part of management to promote the employee selected at some future date. Promotion will depend upon administrative approval and the continuing need for an actual assignment and performance of higher-level duties.

Probationary employees are precluded from being considered for all job opportunities until 12-months of their 24-month probationary period has concluded. Probationary employees may be considered for competitive vacancies that are advertised within their respective division or field office after serving 90

days within the FBI.

Candidates will not be considered if currently on a Performance Improvement Plan (PIP); a Letter of Requirement (LOR); or failed a PIP or LOR and are currently awaiting the final action by HRD.

A Performance Improvement Plan (PIP) is a 90-day written developmental plan for an employee whose performance on one or more critical elements is rated "Unacceptable."

A Letter of Requirement (LOR) is issued when a supervisor identified leave abuse and/or when frequent absences negatively impact operations of the office.

Limited Movement: Policy has been implemented wherein support employees entering a position through competitive OR non-competitive action may be precluded from moving to another position within the Bureau by means of reassignment or change to lower grade for a minimum of 12 months.

Relocation expenses will be borne by the selectee, except FBI employees returning from LEGAT assignment. Employees returning from LEGAT assignments must advise the Staffing Unit, Administrative Unit, and the International Operations Unit of their application to apply.

On December 22, 2017, the Presidential Administrative signed into law the Tax cuts and Jobs Act. This law may impact your transfer. This legislation may previously non-taxed moving expenses reimbursement taxable as of January 1, 2018. Please see HR Link for the list of FBI's current understanding of the applicable tax changes. However, this may change upon receipt of official guidance from GSA and DOJ.

Current law provides the FBI with the authority to compensate employees for much of the tax burden caused by a transfer through the Relocation Income Tax Allowance (RITA) possess, in an effort to identify way to minimize the additional tax burden on transferring employees.

Candidates receiving a transfer of physical location, whether at the expense of the FBI or not, will be required to complete a one-year commitment to the assignment, prior to moving to a new position at the FBI. The 12-month waiting period begins the day an employee reports for duty at the new location.

Employees selected for positions at the GS-14 level or higher, as well as employees selected for positions where a transfer of location is required, will be processed through the name check program prior to being notified of their selection.

Memorandum of Understanding: Work performed outside assigned duties (that would not normally be documented on a SF-50, ie back-up duties), has to be documented in detail by an immediate supervisor in order to receive full credit for amount of time worked in that position. If no documentation is furnished, no credit will be given for the time worked in that position. The following notations must be specified in the documentation (Memorandum of Understanding): Percent of time worked in the particular position (cannot conflict with main duties)

The month/year work began

Frequency worked (ie daily, monthly, etc.)

Specific duties performed

Attach the Memorandum of Understanding to your application in the "Cover Letters and Attachments" section of My Career Tools on the Careers Home page. Please upload the attachment as type "Other."

External Applicants Additional Information

The FBI is in the Executive Branch of the federal government. It is one of the components of the Department of Justice (DOJ). The FBI is the principle investigative arm of the DOJ. All FBI

positions are in the excepted service.

Applicants must be a U. S. citizen and consent to a complete background investigation, urinalysis, and polygraph. You must be suitable for Federal employment; as determined by a background investigation.

Failure to provide necessary and relevant information required by this vacancy announcement may disqualify you from consideration. Additional information will not be requested if your application is incomplete. Your application will be evaluated solely on the basis of information you have submitted.

Management may select any grade for which this position is announced.

Identification of promotion potential in this announcement does not constitute a commitment or an obligation on the part of management to promote the employee selected at some future date. Promotion will depend upon administrative approval and the continuing need for an actual assignment and performance of higher-level duties.

If you are hired, you will be required to serve a two-year probationary period. Probationary employees are precluded from being considered for all job opportunities until 12-months of their 24-month probationary period has concluded.

Probationary Employees may be considered for competitive vacancies that are advertised within their respective division or field office after serving 90 days within the FBI. The probationary periods will be served concurrently.

Memorandum of Understanding: Work performed outside assigned duties (that would not normally be documented on a SF-50, ie back-up duties), has to be documented in detail by an immediate supervisor in order to receive full credit for amount of time worked in that position. If no documentation is furnished, no credit will be given for the time worked in that position. The following notations must be specified in the documentation (Memorandum of Understanding): Percent of time worked in the particular position (cannot conflict with main duties)

The month/year work began

Frequency worked (ie daily, monthly, etc.)

Specific duties performed

Veterans Preference

If you are entitled to Veterans' Preference, you should indicate the type of veterans' preference you are claiming on your resume and application. Your veterans' preference entitlement will be verified by the employing agency.

Nepotism

Nepotism is the act of favoring relatives in the hiring process and is prohibited by law. Public officials are prohibited from hiring or promoting relatives or relatives of officials in their chain of command, as well as actively or indirectly endorse a relative's appointment or promotion.

Reasonable Accommodation Request

The FBI provides reasonable accommodations to qualified applicants with disabilities. If you need a reasonable accommodation for any part of your application and/or hiring process, please notify the Office of Equal Employment Opportunity Affairs (OEEOA). Reasonable Accommodation (RA) Program by either email at REASONABLE_ACCOMMODATION@fbi.gov, telephone at (202) 324-4128 or FAX at (202) 324-3976. Your request will receive an individualized assessment.

Benefits

The FBI offers a comprehensive benefits package that includes, in part, paid vacation; sick leave; holidays; telework; life insurance; health benefits; and participation in the Federal Employees Retirement System. This link provides an overview of the benefits currently offered to Federal employees: http://www.opm.gov/insure/new_employ/index.asp

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

Relocation Expenses:

N/A

Number of Positions:

1

Updated February 19, 2021

* * *

Department Policies

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

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

Outreach and Recruitment for Qualified Applicants with Disabilities: The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with disabilities are encouraged to contact one of the Department's Disability Points of Contact (DPOC) to express an interest in being considered for a position. See list of DPOCs.

Suitability and Citizenship: It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is

also contingent upon the completion and satisfactory adjudication of a background investigation. Congress generally prohibits agencies from employing non-citizens within the United States, except for a few narrow exceptions as set forth in the annual Appropriations Act (see, <https://www.usajobs.gov/Help/working-in-government/non-citizens/>). Pursuant to DOJ component policies, only U.S. citizens are eligible for employment with the Executive Office for Immigration Review, U.S. Trustee's Offices, and the Federal Bureau of Investigation. Unless otherwise indicated in a particular job advertisement, qualifying non-U.S. citizens meeting immigration and appropriations law criteria may apply for employment with other DOJ organizations. However, please be advised that the appointment of non-U.S. citizens is extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis. All DOJ employees are subject to a residency requirement. Candidates must have lived in the United States for at least three of the past five years. The three-year period is cumulative, not necessarily consecutive. Federal or military employees, or dependents of federal or military employees serving overseas, are excepted from this requirement. This is a Department security requirement which is waived only for extreme circumstances and handled on a case-by-case basis.

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

* * *

This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy

announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

Desired Class Level: Graduate/Alumni
Posting Date: March 4, 2021
Expiration Date: May 31, 2021
Contact: Mr. Leonard D. Jackson FBI Office of Public Affairs United States
Resume Receipt: Other (see below)
How to Apply: https://www.fbijobs.gov/working-at-FBI/eligibility
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
Requested Document Notes: Your cover letter and resume A writing sample, not to exceed 10 pages Proof of current and active bar association membership Copy of Law School Transcripts Current SF-50 (if external government employee) DD 214 (proof of Veteran's Preference)
ID: 7195

Attorney - Corporate Transactional, M&A and/or Finance
McClelland Legal Search

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>Position Type: Multiple, full-time, permanent positions</p> <p>Employer Name: Disclosed upon receipt of resume</p> <p>Job Title: Associate, Counsel, Of Counsel and/or Junior Partner</p> <p>Job Description: We have multiple openings for attorneys with 1+ years of corporate transactional/M&A experience and also other positions seeking finance experience. Preferred experience to include M&A, private equity, drafting and reviewing transaction documents, corporate governance, business formation and commercial finance.</p> <p>Hiring Criteria: Relevant experience and admitted to the Pennsylvania Bar</p> <p>Location: Pittsburgh and surrounding areas</p> <p>Materials requested: Resume</p> <p>Deadline to apply: No deadline but searches are active and interviews ongoing</p> <p>Compensation Details: Compensation determined by experience</p> <p>Desired years of Experience: associate positions require 1+ years of relevant experience, up to 10 + years for more senior associates, counsel/of counsel and junior partners</p> <p>How we would like to receive the materials: Interested candidates should send their information to : dianne@mcclellandlegalsearch.com</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	February 23, 2021
Expiration Date:	May 31, 2021
Contact:	Dianne McClelland

Resume Receipt: E-mail
Default email for resumes.: dianne@mcclellandlegalsearch.com
ID: 7146

Attorney

Lyne Ranson Law Office, PLLC (Charleston)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Job Location(s):	Charleston, West Virginia (United States)
Description:	Seeking full time attorney in Charleston, WV with an interest in family law. Experience is not necessary and will train an attorney in this field. The firm is looking for an eager, aggressive candidate who wants to move up. Salary is negotiable based on experience
Desired Class Level:	3L, Graduate/Alumni
Posting Date:	February 21, 2021
Expiration Date:	July 21, 2021
Contact:	Ms. Lyne Ranson owner and senior attorney 1528 Kanawha Blvd., East Charleston, West Virginia 25311 United States http://lyneranson.net
Resume Receipt:	E-mail
Default email for resumes.:	lyne@lyneranson.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	7134

Patent Attorney

Brooks, Cameron & Huebsch, PLLC (Minneapolis, MN)

Position Type:	Full-time
Practice Area(s):	Intellectual Property
Job Location(s):	Minneapolis, Minnesota (United States)
Description:	Brooks, Cameron & Huebsch, PLLC is seeking associates to join its patent prosecution team. Candidates must have a bachelor's degree or higher in a scientific or engineering field. Candidates must be eligible to sit for the United States Patent and Trademark Office (USPTO) Patent Bar exam and must have (or expect) a JD from an accredited institution. Candidates already admitted to practice before the USPTO are preferred. Ideal candidates will be self-driven with a high learning agility and a willingness to learn new technologies, excellent writing skills, strong oral and written communication skills, and effective time management skills.
Desired Class Level:	3L, LLM, Graduate/Alumni
Posting Date:	January 12, 2021
Expiration Date:	January 11, 2022
Contact:	Mr. Zachary James Schenfisch Partner, Patent Attorney 1201 Marquette Avenue South Suite 400 Minneapolis, Minnesota 55403 United States http://www.bipl.net
Resume Receipt:	E-mail, Accumulate Online
Default email for resumes.:	schenfisch@bipl.net
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	6949

Free Office Space for New Attorney & Mentor program
Law Office of Kenneth Vercammen Metuchen Public Defender

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

Description:

Free Office Space for Transitional or New Attorney and go to Court & Mentor program- Edison, NJ
Kenneth Vercammen’s Law Office has a space sharing opportunity for new lawyer or recent Transitional attorney to get experience and go to court and learn NJ Law office procedures and handle some Municipal court cases. This is a mentoring experience where you can learn NJ Law Office Procedure.
Attorney will be provided with use of desk, plus if needed additional private office space in furnished basement to start their practice, rent-free. They can see clients in first floor office rooms. In return they will handle municipal court appearances, Telephone communications with courts, prosecutors, clients, etc, Will signings and other legal work and criminal law website updates in lieu of rent for maximum 5 hours per week.
-Call Courts to follow up on Letter of Representation and scheduling of hearings
- Prepare timesheets on Fatal Accident cases
-Call Police Departments to follow up on discovery
-Call clients and remind them of hearing dates and what to do
- Update Criminal and Civil blogs with recent cases
Go to court and get court experience. Excellent opportunity to jump-start your career. You will get to represent people in Municipal Courts in Middlesex, Union and Monmouth County and meet the top Prosecutors and Judges. Must be admitted in NJ and have a car.
Learn to interview potential Municipal Court/Criminal clients. Also learn to draft Wills and work on Litigation files. Attorney may also help provide legal assistance to members of prepaid legal plans and public defender clients. Follow up contact calls with clients, courts, prosecutors and bar associations.
Excellent mentoring position for the right attorney. Are you hardworking and aggressive? Visit our website: www.njlaws.com to learn about our office. More details at www.njlaws.com/lease.htm
If interested, fax, email or mail a resume and cover letter.
KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW
2053 Woodbridge Ave. Edison, NJ 08817(Phone) 732-572-0500
(Fax) 732-572-0030 vercammenlaw@njlaws.com

The following is included with office use:
Desk space
Reception room for clients and use as Bona Fide Office
You can copy and use our Complaints, Motions, Form Letters and Pleadings.
Use our marketing books, marketing CDs, Criminal, Municipal Court and Elder law audiotapes and video

library now located in basement
Use of our computer forms Motions, Complaints, and
Form letters
Ability to use a file cabinet in basement to store your old
files
Lighting/ Utilities
Bathroom Supplies
Landscaping / Snow Removal
Valuable advice
Hot water, municipal water/sewer charge paid

Other Duties/ Services to Clients
- Help add our 900+ criminal articles and statutes to our
new criminal articles blog [We will teach you how to add
articles to Blogs]
-Prepare Police Chief letters
- Whatever else needed to assist clients [ex Motions,]

About Mentor Program Director: Kenneth Vercammen is
an Edison, Middlesex County, NJ trial attorney. Mr.
Vercammen has published 125 articles in national and
New Jersey publications on criminal, traffic, DWI,
probate, estate planning, and litigation topics. He has
been selected to write the book on Criminal Law for the
American Bar Association. He often lectures to trial
lawyers of the American Bar Association, New Jersey
State Bar Association and Middlesex County Bar
Association.
Kenneth Vercammen was the NJ State Bar Municipal
Court Attorney of the Year and past president of the
Middlesex County Municipal Prosecutor's Association. He
is the past chair of the NJ State Bar Association Municipal
Court Section and is the Co-Chair of the ABA Criminal
Law committee, GP Division.
He is a highly regarded lecturer on litigation issues for
the American Bar Association, ICLE, New Jersey State
Bar Association and Middlesex County Bar Association.
His articles have been published by New Jersey Law
Journal, ABA Law Practice Management Magazine, and
New Jersey Lawyer. As the Editor in Chief of the New
Jersey Municipal Court Law Review. Mr. Vercammen is
also a recipient of the NJSBA- YLD Service to the Bar
Award.
In his private practice, he has devoted a substantial
portion of his professional time to the preparation for
trial of litigated matters. He has appeared in Courts
throughout New Jersey several times each week on
Criminal personal injury matters, Municipal Court trials,
and contested Probate hearings. He serves as the Editor
of the popular legal websites www.njlaws.com and
www.BeNotGuilty.com
He has served as a Special Acting Prosecutor in nine
different cities and towns in New Jersey and also
successfully handled over One thousand Municipal Court
and Superior Court matters in the past 25 years.
Kenneth Vercammen was included in the 2013 "Super
Lawyers" list published by Thomson Reuters. He was a
member of the Law Review and top 10% law school
grad.

Desired Class Level: Graduate/Alumni
Posting Date: December 24, 2020
Expiration Date: December 31, 2022

Salary Range:	Not Applicable
Contact:	Kenneth Vercammen Esq. 2053 Woodbridge Ave. Edison, New Jersey 08817 United States http://www.njlaws.com/public-defender-volunteer.html
Resume Receipt:	Other (see below)
How to Apply:	f interested, fax, email or mail a resume and cover letter. KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW 2053 Woodbridge Ave. Edison, NJ 08817(Phone) 732-572-0500 (Fax) 732-572-0030
Additional Documents:	Cover Letter
Requested Document Notes:	f interested, fax, email or mail a resume and cover letter. KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW 2053 Woodbridge Ave. Edison, NJ 08817(Phone) 732-572-0500 (Fax) 732-572-0030
ID:	6831