



Associate Attorney

Stern and Eisenberg (Warrington, PA)

Position Type: Full-time

Practice Area(s): Appellate, Banking & Finance, Bankruptcy, Estate Planning & Probate, Real Property, Taxation, Zoning & Land Use, FINANCE

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

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

Description:

We are currently seeking an experienced Attorney to join our growing practice in West Virginia. Licensed Default Attorneys are responsible for overseeing all aspects of mortgage and lending client case portfolios from assignment to conclusion.

This is a work from home position but ideal candidate will be located in West Virginia as appearance in State and Federal Courts in Northern West Virginia will be required.

Duties & Responsibilities:

- Draft legal pleadings, notices of hearings, motions, and orders.
- Researches and analyzes statutes, judicial decisions, legal articles, codes, and the like.
- Updates case management system in a timely manner to ensure data integrity.
- Travels to court and clients, as necessary.
- Appearance in State and Federal Courts in Northern West Virginia as needed.
- Communicates and collaborates with clients, internal staff, and others to ensure effective case management.
- Identifies legal issues / items which require additional review.
- Establishes a strong follow-up system to ensure deadlines are met for various pleadings that must be served and filed.
- Prioritizes and manages a high volume of files with great accuracy and attention to detail.
- Attends routine hearings, settlement conferences and other appearances as necessary.
- Writes articles for reputable industry publications with supervision by Managing Attorney.
- Attends contested litigation hearings and other routine court appearances.
- Manages own caseload with accuracy and attention to detail.
- Responsible for a specific process within the default spectrum.
- Other duties as assigned.

Minimum Qualifications

- J.D from an ABA accredited law school.
- Bar Admission, active and in good standing in the state of West Virginia. VA Bar a plus.
- Litigation experience preferred.
- Must have 5 years of experience as an attorney in the state of West Virginia.
- Default experience with lenders and mortgage services in the state of practice, preferred.
- Experience in client systems used in default services, such as Black Knight, TEMPO, Vendorscape preferred.
- Previous experience with electronic case management systems, especially CaseAware preferred.
- Knowledge of laws related to practice areas, legal codes and court procedures.
- Outstanding written and oral communication skills to communicate with other attorneys, staff and clients.
- Must have outstanding interpersonal skills, and able to positively interact and collaborate with clients and employees at all levels.
- Must be flexible, self-directed, and motivated.
- Outstanding organizational skills.
- Ability to handle a large volume of cases
- Proficient in Microsoft Office products, such as Outlook and Word
- Valid Driver's License

Please submit cover letter with resume and salary requirements to be

considered for the position.

As a full-service law firm, Stern & Eisenberg provides legal representation in a variety of matters throughout the firm's footprint. S&E focuses on real estate and business law; general and mortgage default litigation; estate planning and administration; as well as real estate closings, both REO and retail, throughout the firm's larger footprint. Visit our website at www.sterneisenberg.com to learn more about us! Be one of the PEOPLE that clients want on their side!

Desired Class Level:	Graduate/Alumni
Posting Date:	December 18, 2020
Expiration Date:	April 20, 2021
Salary Range:	Not Applicable
Contact:	Ms Jorida Jaho Senior HR Generalist 1581 Main Street, Suite 200 Warrington, Pennsylvania 19152 United States https://sterneisenberg.com/our-value/
Resume Receipt:	E-mail
Default email for resumes.:	jorida.jaho@sterneisenberg.com
Additional Documents:	Cover Letter
Requested Document Notes:	Please submit your salary requirements in the cover letter.
ID:	6761

Associate

Macomber Law, PLLC (Coeur d' Alene, ID)

Job Type: Full-time**Geographic Preference:** Pacific Northwest (WA, OR, ID)**Job Location(s):**

Spokane, Washington United States

Coeur d'Alene, Idaho United States

Job Description:

Headquartered in Coeur d'Alene, Idaho, Macomber Law is experiencing aggressive growth. Serving Idaho, Montana, and Washington, the practice focuses on real estate transactions, easement disputes, and other thorny issues faced by landowners.

We seek a decisive, detail-oriented, determined attorney ideally with two years relevant experience to take on client management, litigation, and business development responsibilities. Success in the position requires extreme detail orientation, excellent reading comprehension and legal analysis skills, and outstanding communication skills both written and verbal. The ideal Candidate will be licensed in both Idaho and Washington. Candidates with competitive UBE scores will be considered.

Macomber Law offers a generous compensation and benefits package including competitive base, outsized quarterly bonus plan, health, life, retirement, paid vacation and sick leave, paid holidays, licensing, and CLE's.

To Apply: Provide answers to both questions using one sheet of unlined paper. Submit your answers *in longhand* using black ink. Print and sign your name at the bottom.

1. What do you do for fun? How do you maintain work / life balance?
2. How do you deal with competition, both in the workplace and in the courtroom?

Email your essays, resume with salary history, and minimum five-page written legal argument to leslie@macomberlaw.com.

Visit MacomberLaw.com for more information and job descriptions.

Successful applicants have high reading comprehension, above-average writing and legal analysis skills, and often have an interest in constitutional law.

Desired Class Level(s): 3L, Graduate/Alumni**Posting Date:** March 3, 2021**Expiration Date:** March 21, 2021

Contact: Legal Administrator Leslie Macomber
Legal Administrator
1900 Northwest Blvd. Coeur d'Alene, Idaho 83814 United States

Resume Receipt: Email Resume, Online**Default email address for resumes:** leslie@macomberlaw.com**Additional Documents:** Cover Letter, Writing Sample, Other Documents

Additional Documents Notes: To Apply: Provide answers to both questions using one sheet of unlined paper. Submit your answers in longhand using black ink. Print and sign your name at the bottom.

1. What do you do for fun? How do you maintain work / life balance?
2. How do you deal with competition, both in the workplace and in the courtroom?

Email your essays, resume with salary history, and minimum five-page written legal argument to leslie@macomberlaw.com.

Visual ID: 7105

Attorney-Advisor, Government Contracts #2021-6

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:

Description

POSITION TITLE: Attorney-Advisor

LOCATION:

Office of the Attorney General for the District of Columbia

Commercial Division

Government Contracts Section

400 6th Street, NW

Washington, D.C. 20001

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.

JOB REQUISITION NUMBER: 2021-6 AMENDED

The closing date in this announcement has been extended for an additional ten days.

OPENING DATE: February 8, 2021

CLOSING DATE: March 12, 2021

SALARY: \$139,189 – \$157,739

This range is within the Legal Service salary schedule from Grade 15 Step 1-5. The maximum annual salary for this position is budgeted to \$157,739. Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.

PAY PLAN, SERIES AND GRADE: LS-905-15

TYPE OF APPOINTMENT: Legal Service – 13-month Term Appointment

This 13-month term appointment may be subject to renewal year-to-year.

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.

AREA OF CONSIDERATION: Open to the Public

JOB SUMMARY

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia seeks an experienced attorney to handle procurement matters for the District of Columbia Department of General Services (DGS). The Attorney will report to the Chief of the Government Contracts Section within the Commercial Division of the Office of the Attorney General and will provide legal advice and assistance exclusively within DGS regarding procurement matters and other matters as assigned.

The incumbent will support the mission of DGS with the responsibility for

procurements of supplies, services, and construction funded from federal, local, intra-jurisdictional, and alternative project delivery and financing sources, including procurements for architectural and engineering, planning, design, environmental, and construction services, construction materials, capital equipment, and other business-serving goods.

The incumbent will review information presented, applicable statutes, regulations and relevant case law to determine whether RFPs, RFQs, RFIs, and similar requests are legally sufficient, and will assist in preparing RFPs, RFQs, RFIs and similar requests as appropriate in DGS's procurement processes.

The incumbent will, in coordination with DGS contracting personnel, draft and review drafts of contracts for complex construction, services, supplies, materials, equipment and goods, and negotiate terms of complex contracts for services, supplies, materials, equipment, and goods. In addition, the incumbent will provide legal advice and assistance on alternative project delivery contracting vehicles, litigate bid protests and appeals before the District's Contract Appeals Board (CAB), and provide advice and assistance on contract litigation in the Superior Court and the Federal District Court.

QUALIFICATIONS: The successful candidate should have:

(1) significant knowledge of contracting and procurement laws, principles, regulations, strategies, practices and procedures sufficient to provide legal advice and counsel to DGS on a variety of construction and supply contract issues;

2) expertise in all phases of government contract formation, administration, and procurement, including identification and planning for government contract opportunities, preparation of bids and proposals, contract administration and closeout;

(3) expertise in various types of contracting instruments and processes, including source selection, design-bid-build and design-build acquisition processes and procedures, understanding of design-build, construction management and construction management at risk, and alternative project delivery;

(4) experience conducting detailed and thorough reviews of complex procurement documents, including solicitations, contracts, D&Fs, and construction documents;

(5) experience researching and drafting legal memoranda;

(6) knowledge of the various types of construction contracts and the allocation of risk provided by each type of contract;

(7) knowledge of the various methods of construction delivery and the relationship among the owner, contractor and design professional;

(8) the ability to provide legal advice to agency clients in procurement matters; and

(9) experience related to dispute resolution in the context of construction contracts.

Applicants for this position must have a minimum of 6 years of substantive experience in the area of government contracting.

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 references and a writing sample. Ensure that all documents to attach are prepared, as applications in the system cannot be modified by candidates after they have been submitted.

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: March 3, 2021

Expiration Date: March 12, 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

Requested Document Notes: 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.

ID: 7186

Attorney-Advisor, Government Contracts Section #2021-13

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:

Description

POSITION TITLE: Attorney-Advisor

LOCATION:

Office of the Attorney General for the District of Columbia

Commercial Division

Government Contracts Section

400 Sixth Street, N.W.

Washington, D.C. 20001

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.

JOB REQUISITION NUMBER: 2021-13

OPENING DATE: February 26, 2021

CLOSING DATE: March 19, 2021

SALARY: \$100,133 – \$113,481

This range is within the Legal Service salary schedule from Grade 13 Step 1-5. The maximum annual salary for this position is budgeted to \$113,481. Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.

PAY PLAN, SERIES AND GRADE: LS-905-13

TYPE OF APPOINTMENT: Legal Service – Permanent

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.

AREA OF CONSIDERATION: Open to the Public

JOB SUMMARY

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia is seeking an Attorney-Advisor to serve in the Commercial Division. The incumbent will report to the Chief of the Government Contracts Section within the Commercial Division and provide legal advice and assistance to District agencies regarding procurement matters as assigned, including contract advice on the formation and administration of contracts, review of contracts for legal sufficiency,

and litigation of contract protests and claims before the District of Columbia Contract Appeals Board and the District of Columbia Superior Court.

The incumbent:

Reviews proposed solicitations, contract packages and other procurement-related documentation for legal sufficiency, both as to form and substance; performs legal research and provides written and oral comments and advice to District agencies on procurement and contract matters;

Advises District agencies regarding compliance with applicable laws and regulations relevant to District government contracting, including the application of local hiring requirements;

Keeps abreast of changes in District of Columbia and federal laws and regulations related to District of Columbia government contract formation, administration and litigation;

Defends the District against protests of solicitations and contracts, as well in appeals of contract claims and represents the District before the Contract Appeals Board and the Superior Court;

Develops legal strategies, researches issues, and drafts memoranda and legal briefs;

Performs all functions related to case and calendar management, e.g., case file entry and updating, documentation of actions taken, timely review of legal proceedings, and any administrative functions associated with conclusion of assigned matters; and

Performs other related duties as assigned.

QUALIFICATIONS: The successful candidate must be able to demonstrate that he/she has:

(1) knowledge of contracting and procurement laws, principles, regulations, strategies, practices and procedures;

(2) general familiarity with all phases of government contract procurement, including preparation of solicitations, contract drafting and review, evaluation of bids and offers, and contract administration;

(3) the ability to provide detailed and thorough reviews of procurement documents, including solicitations, contracts, and compliance documents;

(4) experience researching and drafting legal memoranda and pleadings;

(5) knowledge of the various types of contracts and procurement methods; and

(6) the ability to provide legal advice to agency clients in procurement matters.

Experience in litigation of protests and disputes concerning solicitations and contracts in administrative and judicial forums is preferred, but not required.

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

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.

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Desired Class Level: Graduate/Alumni

Posting Date: March 3, 2021

Expiration Date: March 19, 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

Requested Document Notes: 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.

ID: 7188

Junior Housing Finance Associate – Washington, D.C

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s):

Washington, District of Columbia United States

District of Columbia United States

Job Description:

Our Washington, DC office seeks to hire an experienced associate for our Finance Department. Qualified candidates should have at one to three years of legal experience in commercial real estate finance and strong academic credentials. Experience with multifamily lenders and FHA is a plus. This is a great opportunity to become part of our long standing national finance practice which has closed transactions in all 50 states with exposure to both emerging market opportunities, structured finance and preferred equity originations and commercial loan servicing (including non-performing loans).

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.

Desired Class Level(s): Graduate/Alumni

Posting Date: March 3, 2021

Expiration Date: April 9, 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=518>

Additional Documents: Unofficial Transcript

Visual ID: 6991

Trial Attorney, Civil Litigation Division #2021-17

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:

Description

POSITION TITLE: Trial Attorney

LOCATION:

Office of the Attorney General for the District of Columbia

Civil Litigation Division

Litigation Section I

400 Sixth Street, N.W.

Washington, D.C. 20001

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.

JOB REQUISITION NUMBER: 2021-17

OPENING DATE: March 2, 2021

CLOSING DATE: March 23, 2021

SALARY: \$139,189 – \$171,651

This range is within the Legal Service salary schedule from Grade 15 Step 1 to Grade 15 Step 8. The maximum annual salary for this position is budgeted to \$171,651. Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.

PAY PLAN, SERIES AND GRADE: LS-905-15

TYPE OF APPOINTMENT: Legal Service – Permanent

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.

AREA OF CONSIDERATION: Open to the Public

JOB SUMMARY

DESCRIPTION OF DUTIES: The Office of the Attorney General for the District of Columbia seeks a trial attorney for Section I of its Civil Litigation Division. The Civil Litigation Division defends the District of Columbia in civil lawsuits filed in the Superior Court of the District of Columbia and the U.S. District Court for the District of Columbia in which plaintiffs seek monetary damages or injunctive relief. The incumbent will handle a variety of matters, including personal injury cases, employment discrimination claims, and federal constitutional civil rights litigation. The incumbent may also have the opportunity to handle special

proceedings, including habeas matters.

The successful candidate will have an individual caseload of approximately 25 active civil cases and may work on various litigation teams. The incumbent will file pleadings, conduct and respond to written discovery, conduct and defend depositions, file and respond to procedural and dispositive motions, negotiate settlements, conduct trials and contested hearings, and litigate disputes regarding attorney's fees. There is substantial contact with client agencies and individual clients. The position requires civil litigation experience.

QUALIFICATIONS: A minimum of 10 years of civil litigation experience is required. Prior civil litigation experience may include trials or evidentiary hearings, motions and discovery practice, taking and defending depositions, and a thorough knowledge of the Federal Rules of Civil Procedure.

Experience in one or more substantive areas where the Division practices is highly desirable. The successful candidate should be a self-starter and have excellent research and writing skills and be able to handle multiple deadlines in a fast-paced environment.

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: March 3, 2021
Expiration Date: March 23, 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
Requested Document Notes: 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.
ID: 7189

Trial Attorney, Tax and Finance Section #2021-12

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:

Description

POSITION TITLE: Trial Attorney

LOCATION:

Office of the Attorney General for the District of Columbia

Commercial Division

Tax and Finance Section

400 Sixth Street, N.W.

Washington, D.C. 20001

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.

JOB REQUISITION NUMBER: 2021-12

OPENING DATE: March 1, 2021

CLOSING DATE: March 22, 2021

SALARY: \$100,133 – \$116,818

This range is within the Legal Service salary schedule from Grade 13 Step 1 to Grade 13 Step 6. The maximum annual salary for this position is budgeted to \$116,818. Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines.

PAY PLAN, SERIES AND GRADE: LS-905-13

TYPE OF APPOINTMENT: Legal Service – Permanent

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.

AREA OF CONSIDERATION: Open to the Public

JOB SUMMARY

DESCRIPTION OF DUTIES: The Office of the Attorney General is seeking an experienced attorney to serve in the Tax and Finance Section of the Commercial Division.

MAJOR DUTIES

Under the supervision of the Chief, Tax and Finance Section, and in collaboration with OTR's Real Property Tax Administration, reviews information presented by OTR, and relevant case law, and develops guidelines and standards for determining which real property tax assessment appeal cases should be set for the trial track. Reviews for this purpose include interviewing agency officials, other potential witnesses, available documents, and other sources of information.

- Based on the guidelines and standards developed, and in coordination with supervisor and OTR, determines which tax assessment appeal cases should be set for the trial track.
- Prepares responses, motions, legal briefs, and memoranda as appropriate for tax assessment appeal cases assigned.
- Prepares and conducts bench trials including preparation of witnesses, and exhibits; collects and organizes evidence; prepares for and conducts all discovery and other pretrial matters; identifies and procures expert services; examines witnesses and presents oral arguments.
- Subsequent to trial, and in coordination with supervisor, performs extensive legal research and prepares detailed findings of fact and conclusions of law in accordance with judicial and office policies, procedures, and precedents, for submission to the court.
- Negotiates resolution of cases and determines when continued proceedings are no longer in the best interest of the District of Columbia; attends and participates in mediation sessions; and prepares documentation and necessary court papers to implement negotiations.
- Performs all functions related to cases and trial calendar management, including pretrial activities, motions practice, trial scheduling, preparation of case transfer or closing-out reports, case file entry updating, documentation of actions taken or orders issued, timely preparation and service of filings, timely issuance of subpoenas, and all other activities associated with litigation.
- Compiles monthly and quarterly statistical and status reports on cases assigned.
- Performs other related tasks as may become necessary in the course of the work.

KNOWLEDGE AND EXPERIENCE REQUIRED

- Extensive knowledge of litigation techniques sufficient to represent the District of Columbia in tax litigation and related activities.
- Experience and familiarity with local tax law in the District of Columbia.
- Comprehensive knowledge of policies, regulations and legal precedent in interpreting and applying subject knowledge to real property tax, and other, assessment issues.
- Familiarity with property valuation concepts.
- Skill in communicating concisely and effectively, orally and in writing.
- Skill in applying sound judgment in analysis of cases, and deriving logical conclusions therefrom.
- Skill in analysis and resolution of complex legal issues in an orderly, systematic, and effective manner.
- Minimum five years litigation experience desirable, preferably with some experience in the state and local tax area.

SUPERVISORY CONTROLS

- Works under the general supervision of the Chief of the Section.
- Confers with supervisor on doubtful matters or questions concerning policy.
- Consults with supervisor in planning strategy and tactics to be used in handling of assigned cases.
- Incumbent has latitude to exercise independent judgment and authority to accomplish assigned duties.
- In trial of assigned cases, incumbent is generally unsupervised.
- Work products are subject to review by the supervisor for completeness of presentation, consistency with Office policy, and legal sufficiency.

QUALIFICATIONS: The candidate must have at least 5 to 10 years of litigation experience, preferably in the area of state and local tax law, in particular in the District of Columbia; familiarity with the analysis of financial statements (including income and expense reports); familiarity with mass appraisal and property valuation concepts; developable familiarity with big data and litigation analytics (including experience with Microsoft Access and Excel); excellent oral and writing skills; and demonstrated ability to be a team player and to work with and supervise support staff in a litigation environment.

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 11:59 p.m., 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: March 3, 2021

Expiration Date: March 22, 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

Requested Document Notes: 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.

ID: 7187

Associate Attorney

Babst Calland Clements & Zomnir, PC (Charleston, WV)

Position Type: Full-time**Practice Area(s):** Litigation**Description:**

Babst Calland Clements & Zomnir, P.C. is looking to hire an experienced litigator for the position of Associate Attorney in its Charleston, WV office.

THE POSITION:

The preferred candidate must be licensed to practice law in West Virginia and have between 2-5 years of commercial litigation experience preferably in the energy and natural resources industry.

Candidates must have a strong work ethic and excellent analytical, research, writing and speaking skills. The ideal candidate will have excellent academic credentials and the ability to work in a fast-paced, team environment with a client-focused approach.

In addition, a qualified candidate must possess the ability to draft legal documents including pleadings, discovery, motions, briefs and contracts. The individual will also participate in discovery, perform case research, participate in deposition testimony, attend site inspections, etc. Interested candidates should have a strong desire to learn and grow within the Firm, have the ability to take on existing clients, as well as explore new opportunities and most importantly the ability to maintain strict client and Firm confidentiality.

A satisfactory result on a post offer, pre-employment background screening. Salary will commensurate with experience.

Employee Benefits Include:

- Health, vision, and dental insurance
- Group Life, AD&D, and LTD insurance
- 401(k) Retirement benefits
- Paid Time Off

How to Apply:

Qualified Candidates should submit a resume, cover letter, and writing sample to pchiavetta@babstcalland.com

To learn more about Babst Calland Clements & Zomnir, P.C., please visit: <http://www.babstcalland.com>

Desired Class Level: Graduate/Alumni**Posting Date:** March 2, 2021**Expiration Date:** March 31, 2021

Contact: Pamela Chiavetta
HR Administrator
300 Summers Street Charleston, West Virginia 25301 United States
<http://www.babstcalland.com>

Resume Receipt: E-mail**Default email for resumes.:** pchiavetta@babstcalland.com**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 7179

Associate Attorney, International Program

Earthjustice

Job Type: Full-time

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

Job Description:

Earthjustice is now accepting applications for an associate attorney to join our San Francisco-based International Program. The Associate Attorney will support and collaborate with our team of lawyers and scientists working to speed the transition from dirty fossil fuels to clean energy solutions in key countries around the world.

Founded in 1971, Earthjustice wields 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 around the world. Drawing on deep experience in foreign, US and international environmental, energy and human rights law, and foreign and international litigation, we work with partners in South Africa, Indonesia, Australia, Latin America and elsewhere on domestic and international legal advocacy to reduce dependence on dirty fossil fuels and speed the transition to clean energy.

The term for the associate position is three-years with potential for extension. Many use the position as a springboard to other environmental litigation career opportunities. Others are promoted to senior associate and staff attorney positions within Earthjustice. The position will be located in San Francisco.

Responsibilities

Associate attorneys perform a range of litigation and advocacy-related tasks that can include:

- Conducting legal and factual research and preparing memoranda on issues related to ongoing or potential new cases.
- Reviewing and analyzing administrative records and technical documents.
- Drafting motions, briefs, and other legal and factual documents in support of litigation.
- Participating in proceedings before federal and international courts and tribunals.
- Working with clients and experts and learning how to handle press work.
- Hiring and supervising law students who work at Earthjustice as interns or clerks.

Qualifications

- Law school graduate admitted to, or qualified and willing to apply for admission to, the California State Bar.
- Up to 5 years of experience.
- Excellent research, analytic, writing and communication skills.
- Strong work ethic and initiative, and sound yet creative judgment.
- Strong desire to fight for the right of all to a healthy environment.
- Ability to work well in a team-oriented atmosphere.
- Awareness of and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds and orientations.
- Willingness to contribute to the creation of a diverse, equitable and inclusive work culture that encourages and celebrates differences.

The ideal candidate will have knowledge of environmental or international law, experience working in a country other than the United States, and professional fluency in a language other than English.

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 range is based on experience and location.

Salary range in San Francisco, CA: \$82,900 - \$104,800

To Apply

Interested applicants should submit a:

- Resume.
- One- or two-page cover letter that addresses: 1) aspects of your experience that are relevant to the qualifications listed above; 2) why you are drawn to the work of Earthjustice's International Program and whether there are particular legal, environmental or justice issues that inspire you; and 3) how your time at Earthjustice would contribute to your career aspirations;
- Writing sample, preferably a legal brief or memorandum that has not been edited by anyone else;
- Law school transcript; and

- List of three references.

For this position, we are looking to hire a candidate that is available to start in June 2021. Please apply by April 1, 2021. After that, applications may be reviewed on a rolling basis until the position is filled.

Earthjustice brings our associate attorneys on board on a quarterly schedule during the months of January, April, June and September.

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 given 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: March 2, 2021
Expiration Date: April 8, 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=og2Oefw4&s=symplicity
Visual ID: 7184

Circuit Judge Law Clerk for the Honorable Judge Lora Dyer

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:

Page 1 of 2

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

FIFTH JUDICIAL CIRCUIT JACKSON COUNTY EMPLOYMENT OPPORTUNITY
Ripley, West Virginia
Position open until filled (Posted 3-2-2021)

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 Lora Dyer. This position works under the direct supervision of Judge Lora Dyer in the Fifth Judicial Circuit, Ripley, WV. This is a salaried position. The position is described as follows:

CIRCUIT JUDGE LAW CLERK

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$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 Lora Dyer. The position is a unique opportunity to learn court operations from the inside out, and gain invaluable "real life" practical experience while working in a challenging, high volume, highly-variable and fast-paced environment.

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

All circuit judge law clerks must 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.courtswwv.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@courtswwv.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: March 2, 2021

Expiration Date: May 31, 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@courtswv.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@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.

ID: 7182

Immigration Associate Attorney

Blessinger Legal PLLC

Job Type: Full-time

Job Location(s): Falls Church, Virginia United States

Job Description:

About the Firm:

Come join a passionate team that brings positive change to the immigrant community! Just last week, we won two asylum trials (one person from El Salvador and another from Peru), obtained U visa status for four clients, and obtain lawful permanent resident status for another person. You could be part of changing our clients' lives and making a positive impact in the immigrant community!

We are a high volume and innovative immigration firm located in Falls Church, Virginia. Our office consists of attorneys, paralegals, legal assistants, support staff, and interpreters.

We are currently looking for an experienced immigration attorney to help our firm change people's lives. We strive to recognize and reward those who are driven and deliver results. There is an opportunity for growth and advancement within the firm.

Job Description:

You will be responsible for representing individuals in Immigration Court as well as before the U.S. Citizenship and Immigration Services in family-based petitions and before the Asylum Office. Depending on your bar admission, you may represent clients before the domestic relations court in Virginia, Maryland, or the District of Columbia for custody and special immigrant juvenile findings.

You will meet regularly with clients for consultations and affidavits. You will also prepare clients for interviews before U.S. Citizenship and Immigration Services and the Asylum Office and for trials before the Executive Office for Immigration Review.

At other times, you will be drafting briefs or arguments and researching innovative, legal ways to help our clients.

COVID-19 considerations:

We provide masks, air purifiers, hand sanitizer, and cleaning solution. We also have a cleaning service that comes daily to wipe down shared surfaces, including door knobs. We have also stopped in-person office meetings. However, we still need to attend hearings and interviews in person.

Requirements:

Juris Doctor from an accredited university

Valid Driver's License

Immigration or Criminal Law: 1 year minimum

Previous court litigation experience, a plus

Preference (Not Requirements):

Licensed to Practice Law in Virginia or Maryland

Bilingual proficiency in the English and Spanish Languages

Qualifications:

Strong analytical and legal research writing skills

Strong organizational and communication skills

Ability and interest in taking on complex and difficult immigration cases

Ability to manage multiple projects and prioritize work accordingly

Highly resourceful and flexible in a fast-paced, energetic, collaborative work

environment

How to Apply:

Please send a full application with a cover letter and your resume. Full applications will be reviewed on a rolling basis. Do not call regarding to this post.

Prior Experience working in the Immigration Field Spanish Language Fluency

Desired Class Level(s): Graduate/Alumni
Posting Date: March 2, 2021
Expiration Date: April 8, 2021
Contact: Eileen P. Blessinger 7389 Lee Highway Falls Church, Virginia 22042 United States
Resume Receipt: Email Resume, Online
Default email address for resumes: careers@blessingerlegal.com
Additional Documents: Cover Letter, Writing Sample
Visual ID: 7180

Litigation Assistant I, Northeast Office

Earthjustice

Job Type: Full-time

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

Job Description:

Earthjustice is now accepting applications for a full-time Litigation Assistant to join the Northeast regional office, based in New York City. The successful applicant will provide both substantive and administrative support to our team of attorneys, who litigate in federal and state courts and conduct administrative advocacy to defend the right of all people to a healthy environment and to speed our transition away from fossil fuels to clean and renewable energy.

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 and supporters to engage the critical environmental issues of our time, and bring about positive change. 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, Miami, Tallahassee, Honolulu, New York, Philadelphia, Denver, Seattle, Bozeman, Chicago, and Washington, DC.

The Northeast office uses hard-hitting litigation and administrative advocacy to protect people from toxic chemicals, to secure clean drinking water for all, to end our reliance on fossil fuels, and to make an equitable transition to clean energy. For more information about the Northeast office, please visit <https://earthjustice.org/about/offices/northeast>.

Responsibilities:

Litigation Assistants in the Northeast office provide administrative and litigation support services for more than a dozen active attorneys practicing in federal courts and administrative venues. Tasks may include but are not limited to the following:

- Preparing and editing documents for filing, including: proofreading, cite-checking, Bluebooking, formatting, producing tables of contents and authorities, assembling exhibits, etc.
- Filing and serving paper and electronic filings.
- Ensuring all court rules are being met.
- Creating, organizing, and maintaining case files and contacts.
- Computing and calendaring court deadlines.
- Assisting in the collection, processing, and review of incoming discovery productions, such as administrative records, including use of an eDiscovery software platform.
- 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, clients, experts, opposing counsel, and government officials as requested or approved by attorneys.
- Supporting attorneys in gaining admission to courts, registration renewals, and creating and managing e-filing accounts.
- Tracking relevant dockets and issues related to the work of the New York office practices 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.
- General case-related administrative assistance (photocopying, correspondence, filing, taking meeting minutes, tracking case updates).

Qualifications:

- Bachelor's degree or equivalent experience.
- Paralegal experience or training a plus.
- Interest in and knowledge of environmental, social justice, or public interest issues relevant to Earthjustice's mission.
- 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.).
- The ability to organize, set priorities among multiple assignments, meet deadlines, and function calmly under pressure.
- 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. 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.
- Demonstrated awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations.
- Commitment and contribution to the creation of a diverse, equitable, and inclusive work culture that encourages and celebrates differences.

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

Salary is based on location and experience.

Salary range in New York, NY is: \$63,300 - \$70,300

To Apply:

Interested applicants should submit the following:

- Resume.
- One- or two-page cover letter.
- Short writing sample.
- List of three references.

Applications will be reviewed on a rolling basis.

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

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: March 2, 2021
Expiration Date: April 8, 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=o3COefwr&s=symplicity
Visual ID: 7185

Trust and Estate Associate

Moore & Van Allen (Charlotte, NC)

Job Type: Full-time

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

Job Description: Moore & Van Allen, a large southeastern law firm with a national practice, is seeking an associate attorney for the Wealth Transfer practice in the Charleston SC office. Qualified candidates must have 1-3 years of experience in trusts, estates and tax planning and be licensed to practice in SC. An LLM in taxation a plus or possess a CPA license and/or background in accounting or finance. Top academic credentials required. Competitive compensation and benefits package.

Desired Class Level(s): Graduate/Alumni

Posting Date: March 1, 2021

Expiration Date: April 7, 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: 7173

Trusts & Estates Attorney (Naples, FL)

Cummings & Lockwood LLC (Stamford, CT)

Job Type: Full-time

Job Location(s): Naples, Florida United States

Job Description: Cummings & Lockwood LLC seeks Trusts & Estates attorney for their Naples, Florida location. Excellent opportunity for ambitious and talented attorney to assist high-level partners with established practices. Ideal candidate to have a minimum of 1-5 years' estate administration and experience drafting complex estate planning documents (Revocable Trusts, ILITs, GRATs, QPRTs, Dynasty Trusts). Candidates must have strong academic credentials and excellent written and oral communication skills. LL.M. in Tax or Estate Planning and ties to Southwest Florida preferred. Florida Bar Required. Top pay and excellent benefits.

Please view our website at www.cl-law.com

Please send cover letter, resume and transcript to bartinian@cl-law.com

Desired Class Level(s): Graduate/Alumni

Posting Date: February 26, 2021

Expiration Date: April 4, 2021

Contact: Bonnie E. Artinian
6 Landmark Square Stamford, Connecticut 06901 United States

Resume Receipt: Other (see below)

How To Apply: Please email cover letter, resume and J.D./LL.M. transcript to bartinian@cl-law.com

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 7163

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:

Position Type: Multiple, full-time, permanent positions

Employer Name: Disclosed upon receipt of resume

Job Title: Associate, Counsel, Of Counsel and/or Junior Partner

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.

Hiring Criteria: Relevant experience and admitted to the Pennsylvania Bar

Location: Pittsburgh and surrounding areas

Materials requested: Resume

Deadline to apply: No deadline but searches are active and interviews ongoing

Compensation Details: Compensation determined by experience

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

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

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@mccllellandlegalsearch.com

ID: 7146

Business and Grants Coordinator

West Virginia Higher Education Policy Commission and Community and Technical College
System of West Virginia (Charleston WV)

Position Type: Full-time

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

Description:**POSITION ANNOUNCEMENT**

This position serves the West Virginia Higher Education Policy Commission (Commission) and the West Virginia Council for Community and Technical College Education (Council) whose offices are located at 1018 Kanawha Boulevard, East, Charleston, West Virginia.

Position Title: Business and Grants Coordinator

Classification: Full Time, Non-Classified, Exempt, Benefits-Eligible

Date: February 18, 2021

Overview: Reporting to the Senior Director of Health Sciences, provides business and grant coordination for all programs housed under the Health Sciences Division.

Duties and Responsibilities: Coordinates process for managing grants awarded by the Division of Health Sciences. Drafts, processes, and maintains contracts with grant recipients; reviews incoming reimbursement invoices for grant compliance; completes change orders; prepares and issues invoices; assists with grant announcements and communications; provides budgetary oversight and support for the Division's fiscal operations; processes payments, purchase orders; travel and contracts. Collects and prepares information for reports.

Required Knowledge Skills and Abilities: Ability to manage grant compliance, learn automated accounting systems and use Microsoft or other office software (i.e. - word processing, spreadsheets, presentation, database, email, etc.) Excellent written and oral communication skills. Highly organized; ability to work collaboratively and effectively with all organizational levels. Excellent customer service skills. Experience with Salesforce software preferred.

Salary Range: Competitive salary range \$45k to \$55k annually.

Minimum Education and Experience Requirements: A Bachelor's degree in business, public administration, health services administration, social services or related field and two years relevant work experience are required. Alternatively, a relevant Associate degree with five years' experience will be considered.

Government or non-profit work experience and/or experience in working with West Virginia's fiscal reporting system and wvOASIS are a plus.

Closing date: Review of applications begins March 5, 2021 and will be accepted until position is filled.

Application process: Qualified candidates must submit a letter of interest; a current resume; and titles, phone numbers and e-mail addresses for three professional references. Final candidates are subject to employment and credential verification, as well as reference and background checks.

Submit all information electronically via e-mail with "Business and Grants Coordinator" in the subject line to: Ms. Vickie Hairston, HR Representative, Senior at hepc.hr@wvhepc.edu.

Equal Opportunity/Affirmative Action Employer/Veterans/Disabled The West Virginia Higher Education Policy Commission and the Community and Technical College System of West Virginia are equal opportunity employers. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, or protected veteran status and will not be discriminated against on the basis of disability. The Commission and Council provide a collegial, respectful and inclusive environment that values the diversity, creativity and contributions of its staff.

Desired Class Level: Graduate/Alumni

Posting Date: February 22, 2021

Expiration Date: April 30, 2021

Contact: Vickie Hairston

Human Resources Representative Senior

1018 Kanawha Boulevard, East, Suite 700 Charleston, West Virginia 25301 United States

Resume Receipt: Other (see below)

How to Apply: Application process: Qualified candidates must submit a letter of interest; a current resume; and titles, phone numbers and e-mail addresses for three professional references. Final candidates are subject to employment and credential verification, as well as reference and background checks. Submit all information electronically via e-mail with "Business and Grants Coordinator" in the subject line to: Ms. Vickie Hairston, HR Representative, Senior at hepc.hr@wvhepc.edu.

Additional Documents: Cover Letter

Requested Document Notes: Application process: Qualified candidates must submit a letter of interest; a current resume; and titles, phone numbers and e-mail addresses for three professional references. Final candidates are subject to employment and credential verification, as well as reference and background checks. Submit all information electronically via e-mail with "Business and Grants Coordinator" in the subject line to: Ms. Vickie Hairston, HR Representative, Senior at hepc.hr@wvhepc.edu.

ID: 7141

Litigation Assistant I, Midwest Regional Office

Earthjustice

Job Type: Full-time

Job Location(s): Chicago, Illinois United States

Job Description:

Earthjustice is now accepting applications for a Litigation Assistant to join our team of lawyers and advocates in the Midwest Regional Office.

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 combat climate change and promote clean energy. 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 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 Chicago, Anchorage, Juneau, Los Angeles, Tallahassee, Miami, Honolulu, New York, Philadelphia, Denver, Seattle, Bozeman, and Washington, DC.

The Midwest Regional Office works across all three of Earthjustice's program areas—climate, healthy communities, and lands and wildlife. For instance, we are actively involved in cases opposing pipelines and mining that will have devastating impacts on the environment including tribal sacred sites. We are committed to working with communities across the Midwest with special attention to Detroit, Chicagoland including Northwest Indiana, and St. Louis.

This position provides paralegal and administrative support for attorneys in the Chicago Midwest Regional office. The successful candidate will be housed in our Chicago office, but will work remotely while this office is closed due to COVID-19.

Responsibilities:

Paralegal (70%):

- Coordinate with attorneys to prepare documents for filing in both Federal and State courts and before agencies, including: formatting for compliance with court rules; proofreading, cite-checking; preparing tables of contents, tables of authorities, exhibits, and exhibit lists; and filing and serving.
- Perform factual and legal research and draft memos regarding research.
- Maintain litigation calendar including monitoring, computing, and scheduling court and agency deadlines based on court rules, orders and other sources
- Organize meetings and events.
- Maintain digital and physical files, including case pleadings, general litigation documents, agency records and filings, and general correspondence; and case document productions (through DISCO and other discovery management software).
- Work with attorneys to prepare client communications, including retainer agreements, litigation hold letters, and joint defense agreements.
- Become familiar with relevant court and administrative agency rules and procedures, and maintain knowledge of latest changes to relevant rules.
- Monitor Federal Register, court, administrative agency, and/or other web sites as requested by attorneys.
- Assemble and oversee production of documents, exhibits, and other materials for court or administrative agency filings, service, hearings, depositions, and/or oral arguments.
- Assist other litigation assistants.
- Submit FOIA inquiries and review and summarize responsive documents as needed.

Administrative (30%):

- Work with IT Department to identify and resolve computer and technical problems.
- Help with general office functions like mail and packages, preparing expense reports, requesting maintenance, and interfacing with vendors.
- Take notes at staff meetings.
- Help plan and prepare for events.
- Schedule meetings for attorneys.
- Support the hiring process, including assistance with onboarding.
- Other tasks assigned as needed.

Qualifications

- Bachelor's degree preferred
- Demonstrated, strong administrative skills.
- Paralegal experience or training a plus but not required.
- Interest in and knowledge of environmental, social justice, or public interest issues a plus.
- A can-do attitude, meticulous attention to detail, and an unrelenting commitment to high performance standards.
- Excellent research, analytical, writing, and high-level of computer literacy (word processing, spreadsheets, Adobe Acrobat, databases and, Internet research, etc.).
- The ability to develop visual aids and exhibits using mapping tools, such as EJSscreen, and analyze demographic and geographic data to assist attorneys in case development is a plus.
- The ability to organize, set priorities among multiple assignments, meet deadlines, and function calmly under pressure.
- 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. 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 routine administrative work. Ability to work independently to identify, analyze, and complete tasks.
- Ability to work overtime on an as needed basis.
- Excellent command of spelling, punctuation, and grammar.
- An awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations.
- Commitment 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 based on location and experience.

Salary range in Chicago, IL is: \$60,100 - \$66,800

To Apply

Interested candidates should submit the following via Jobvite:

- Resume
- One or two page cover letter.

Click here to apply: <https://app.jobvite.com/j?cj=oMVIefwn&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: February 22, 2021
Expiration Date: March 31, 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=oMVIefwn&s=symplicity

Manager of Student Life

University of Washington School of Law (Seattle, Washington)

Position Type: Full-time

Geographic Preference: Pacific Northwest (WA, OR, ID)

Description:

MANAGER OF STUDENT LIFE

Req #:

187433

Department:

SCHOOL OF LAW

Job Location:

Seattle Campus

Posting Date:

02/19/2021

Closing Info:

Open Until Filled

Salary:

Salary and benefits are competitive. Salary is commensurate with qualifications and experience.

Shift:

First Shift

Notes:

As a UW employee, you will enjoy generous benefits and work/life programs. For detailed information on Benefits for this position, [click here](#).

The University of Washington is following physical distancing directives from state and local governments as part of the collective effort to combat the spread of COVID-19. [Click HERE](#) for updates.

Work is ordinarily performed in an office environment but may be performed remotely depending on health and safety requirements under the COVID-19 pandemic.

As a UW employee, you have a unique opportunity to change lives on our campuses, in our state and around the world. UW employees offer their boundless energy, creative problem solving skills and dedication to build stronger minds and a healthier world.

UW faculty and staff also enjoy outstanding benefits, professional growth opportunities and unique resources in an environment noted for diversity, intellectual excitement, artistic pursuits and natural beauty. All of which has allowed the UW to be nationally recognized as a "Great College to Work For" for six consecutive years.

The Law School has an outstanding opportunity for a Manager of Student Life.

Reporting to the Associate Dean for Students, the Manager of Student Life provides leadership and direction for student life programs at UW Law. The Manager of Student Life is the primary Law School advisor to registered student organizations regarding policy compliance, budgeting and event planning. The Manager of Student Life guides an active Student Bar Association in a culture of shared governance; develops student leadership programs; directs an innovative peer advising program; develops and manages programs that promote a sense of community and well-being and enhance the leadership and professional skills of our student body; serves as a supplemental advisor to students regarding student life issues; and plans Orientation and Commencement.

The Manager of Student Life reports directly to the Associate Dean for Students. This position ensures a positive student experience through daily contact with and support for students. This position acts as a liaison between students and administration regarding student life issues and requires excellent judgement, discretion and professionalism; flexibility and effective conflict resolution skills.

POSITION RESPONSIBILITIES:

Administrative Duties

- Administer a broad range of student life initiatives, consisting of academic, social and wellness activities for all students.
- Plan and coordinate Orientation and Commencement.
- Advise students on a range of issues, including, but not limited to, personal matters, professionalism, academic program policies, accessibility, community standards, etc.
- Develop a communications and programming plan that will provide first year students with the support, community, information, and resources they need to successfully transition into the UW Law community.
- Develop, implement, and administer Student Life Policies.

Student Group Advising

- Direct the Peer Support Program, including training and supervising upper-class peer advisors.
- Provide guidance and counsel to student organizations, supervising their budgets and overall programming.
- Contribute to organizational process improvement and implementation; develop resource guides such as Student Handbook and Student Organization Handbook.
- Assist student organizations in navigating complex issues that may arise with student programs or conflict within student organizations.

- Provide oversight and guidance for Student Affairs and Student Organization websites.

Problem Solving/Student Advocacy

- Provide guidance and counsel to student organizations, supervising their budgets and overall programming; including processing reimbursement requests in conjunction with the Business Office.
- Assist the Dean for Students in resolving multi-dimensional matters in response to students in crisis and mediate conflicts between students.
- Act as a liaison between students and the administration regarding student life issues.
- Other duties as assigned.

MINIMUM REQUIREMENTS:

- Bachelors' Degree and three years' experience in law-related field, higher education administration or other student programs.
- Ability to bring a student-centered approach to the work and be sensitive to issues faced by a diverse, demanding professional student population.
- Ability to keep sensitive information confidential, deal with ambiguity and change, and work independently with limited supervision.
- Strong interpersonal and communication skills to clearly and effectively communicate information to internal and external audiences, client groups, and management.
- Ability to analyze the needs of individual students and groups of students, and to be or become knowledgeable about the range of University resources available to students.
- Ability to prioritize tasks and complete numerous projects efficiently, effectively and on deadline.

Equivalent education and/or experience may substitute for minimum requirements.

DESIRED:

- Familiarity and knowledge of a law school environment preferred.

Application Process:

The application process for UW positions may include completion of a variety of online assessments to obtain additional information that will be used in the evaluation process. These assessments may include Work Authorization, Cover Letter and/or others. Any assessments that you need to complete will appear on your screen as soon as you select "Apply to this position". Once you begin an assessment, it must be completed at that time; if you do not complete the assessment you will be prompted to do so the next time you access your "My Jobs" page. If you select to take it later, it will appear on your "My Jobs" page to take when you are ready. Please note that your application will not be reviewed, and you will not be considered for this position until all required assessments have been completed.

Applicants considered for this position will be required to disclose if they are the subject of any substantiated findings or current investigations related to sexual misconduct at their current employment and past employment. Disclosure is required under Washington state law.

Committed to attracting and retaining a diverse staff, the University of Washington will honor your experiences, perspectives and unique identity. Together, our community strives to create and maintain working and learning environments that are inclusive, equitable and welcoming. The University of Washington is a leader in environmental stewardship & sustainability, and committed to becoming climate neutral.

The University of Washington is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

To request disability accommodation in the application process, contact the Disability Services Office at 206-543-6450 or dso@uw.edu.

Desired Class Level:	3L, LLM, Graduate/Alumni
Posting Date:	February 22, 2021
Expiration Date:	April 30, 2021
Contact:	Anna Endter Associate Dean for Students William H. Gates Hall Box 353020 4293 Memorial Way Northeast Seattle, Washington 98195 United States
Resume Receipt:	Other (see below)
How to Apply:	https://uw hires.admin.washington.edu/eng/candidates/default.cfm?szCategory=jobprofile&szOrderID=187433&szCandidateID=0&szSearchWords=&szReturnToSearch=1
Additional Documents:	Cover Letter

Requested Document Notes: Application Process:
The application process for UW positions may include completion of a variety of online assessments to obtain additional information that will be used in the evaluation process. These assessments may include Work Authorization, Cover Letter and/or others. Any assessments that you need to complete will appear on your screen as soon as you select "Apply to this position". Once you begin an assessment, it must be completed at that time; if you do not complete the assessment you will be prompted to do so the next time you access your "My Jobs" page. If you select to take it later, it will appear on your "My Jobs" page to take when you are ready. Please note that your application will not

be reviewed, and you will not be considered for this position until all required assessments have been completed.

ID: 7140

Staff Attorney

Legal Aid of West Virginia

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

Logan Attorneys

Do you want to be part of a tradition of legal excellence and service to others? A valued member of a team dedicated to eliminating injustice and inequity? Legal Aid of West Virginia (LAWV), the state's primary provider of civil legal aid, is seeking two skilled, motivated attorneys to help change the lives of vulnerable clients.

Staff Attorney Position:

As a staff attorney in the Logan office of LAWV, you will represent clients facing many of the variety of legal problems which tend to impact low-income people. You will become experienced in several areas of the law, including public and private tenant rights and unemployment, as well as a variety of other subject areas, and this position will regularly bring on new challenges and opportunities for creative problem solving. You will have direct responsibility for interacting with clients, and representing them in court and in administrative forums, with support from and collaboration with other attorneys and community partners.

Staff Attorney, Domestic Violence focus:

As a Victim Advocate Attorney in the Logan office of LAWV, you will primarily represent victims of domestic violence, in matters related to achieving safety and meeting other basic needs. You will have direct responsibility for interacting with clients, and representing them in court, with support from and collaboration with other attorneys and community partners.

The Logan office of LAWV serves Logan and Mingo Counties in West Virginia, rural counties where poverty and inequity have historically been (and continue to be) particularly acute. This position is chance to work at the front lines in the battle against poverty and injustice, in a setting of historic significance and great natural beauty. Lovers of mountain hikes, biking, kayaking and other outdoor activities will find ample opportunities to get outside and play. In addition, the capital city of Charleston, as well as the wonders of the New River Gorge (with some of the best whitewater rapids in the world) are a short drive away. (Learn more at <https://wvtourism.com/places-to-go/travel-regions/hatfield-mccoy-mountains/>)

Did we mention Legal Aid is a great place to work? Colleagues are friendly and supportive, and mentoring is encouraged. Not only is our work personally rewarding, but Legal Aid offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance, paid CLE's, retirement and paid leave. Finally, we are an organization dedicated to equity, justice and inclusion and our organization culture reflects that by seeking and supporting employees from diverse backgrounds and perspectives. EOE qualified women, people with disabilities, minorities, or members of traditionally underrepresented groups are encouraged to apply.

If you are passionate about serving others and want to do rewarding work, please send your cover letter and resume to jobs@lawv.net by Thursday, March 4, 2021. Applications will be considered until the position is filled.

Desired Class Level: Graduate/Alumni**Posting Date:** February 22, 2021**Expiration Date:** March 4, 2021

Contact: Ms. Kerry LeMasters
Human Resources
Clarksburg, West Virginia United States

Resume Receipt: E-mail**Default email for resumes.:** klemasters@lawv.net**Additional Documents:** Cover Letter

Requested Document Notes: , please send your cover letter and resume to jobs@lawv.net by Thursday, March 4, 2021. Applications will be considered until the position is filled

ID: 7142

Temporary Attorney or Paralegal (2-2021)

Mid-Minnesota Legal Aid (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Minneapolis, Minnesota United States

Job Description: Mid-Minnesota Legal Aid (Legal Aid) is seeking an attorney or paralegal to assist with an ongoing litigation seeking to advance the dignity, due process rights, and property and privacy interests of homeless people in our community who have been evicted from public spaces. This will be a temporary, full-time position on a pending class action in federal court that will commence as soon as possible and end on June 30, 2021.

Responsibilities may vary for the person hired and will focus on the discovery phase of the case, including:

- Discovery management
- Gather and catalog documents
- Assist with the drafting of a class certification motion
- Help organize summary judgment motion
- E-discovery management
- Data practices requests
- Apply the principles of Legal Aid's Racial Justice Values Statement in work-related business and interactions

Qualifications:

- Strong legal writing
- Excellent communication skills
- Effective litigation outcomes
- Proven record of effective case handling and outcomes
- Proficiency in using computers for word processing, data collection, and litigation management
- Proficiency using Windows and Microsoft Office is required
- Diverse economic, social, or cultural experiences preferred
- Skills in a language other than English preferred
- Attorney applicants must be licensed in Minnesota

Salary: \$40.00 - \$75.00 per hour, depending on experience.

Applications must include a cover letter, resume, and three job-related references. Apply online at: www.mylegalaid.org/employment by March 2, 2021, or until position is filled.

No calls please.

Starting date: as soon as possible after position is filled.

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

Desired Class Level(s): Graduate/Alumni

Posting Date: February 22, 2021

Expiration Date: March 31, 2021

Contact: Legal Secretary Cathy Sobotka
430 North 1st Avenue Minneapolis, Minnesota 55401 United States

Resume Receipt: Other (see below)

How To Apply: mylegalaid.org/employment

Visual ID: 7143

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 interest in research, writing and general litigation. The firm focuses on family law, has a supportive staff, and extensive training with be provided to an eager candidate.

Desired Class Level: Graduate/Alumni

Posting Date: February 21, 2021

Expiration Date: March 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

ID: 7134

Reference Attorney

Thomson Reuters

Job Type: Full-time

Job Location(s):

Saint Paul, Minnesota United States

Eagan, Minnesota United States

Minneapolis, Minnesota United States

Job Description:

Are you interested in being a go-to legal research expert trusted by professionals around the world?

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

Reference Attorneys work in a fast-paced, high-volume contact center that continuously evolves to meet the demands of our customers while maintaining an industry-leading level of service. Customer satisfaction, retention, and loyalty drive our interactions, and our customers include top law firms, government agencies, and global corporations. We also partner closely with our sales and account management, editorial, and product development teams to connect our customers's™ needs with our business objectives.

Every day brings a new challenge as Reference Attorneys research relevant and cutting-edge issues. We are expert legal researchers and use our knowledge of and experience with the practice of law and the legal process and legal industry to help our customers find the answers they need. Reference Attorneys take pride in their research and problem-solving abilities and work hard to educate our customers on how to get the most out of Thomson Reuters's™ products.

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

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

About the Role

In this opportunity as a Reference Attorney, you will:

- Provide exemplary client support and technical issue resolution via phone (or email as needed)
- Meet performance objectives in call quality, customer satisfaction surveys, and call handling
- Facilitate general web-based sessions to aid new customers in implementing CS software
- Communicate clearly and effectively with end users, colleagues, and management to quickly resolve issues and ensure customer satisfaction.

About You

You're a fit for the role of Reference Attorney if you:

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

- Excellent communication and customer service skills
- Computer and online systems proficiency with ability to multitask while supporting customers via phone, live chat, and email
- Open to feedback and working closely with management and training staff for continuous growth and development

Desired Skills/Experiences

- 1 – 2 years of prior legal experience preferred but not required
- Prior customer service experience is helpful, but the key to success is the ability to:
- Take ownership of difficult issues with confidence and definitive solutions
- Proactively take initiative to seek creative solutions while balancing business interests
- Be expressive, genuine, and friendly while working in a customer-facing role

What'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:

- **Compensation:** Base salary, plus yearly bonus dependent upon your performance
- **Learning & Development:** On-the-job coaching & learning, leadership capability development, Harvard Management courses, key talent programs, tuition reimbursement
- **Benefits:** Flexibility, Comprehensive health coverage with benefits that are effective day one
- **Perks:** Social events & activities, generous vacation package plus 2 paid volunteer workdays a year

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

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, we'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 world's most global news services – 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): Graduate/Alumni
Posting Date: February 19, 2021
Expiration Date: March 28, 2021
Contact: Brodie Jamieson 610 Opperman Drive Eagan, Minnesota 55123 United States
Resume Receipt: Other (see below)
Default email address for resumes: brodie.jamieson@thomsonreuters.com
How To Apply: https://jobs.thomsonreuters.com/ShowJob/Id/495265/Reference-Attorney/
Visual ID: 7132

2021-2023 Paul H. Tobias Attorney Fellow

National Employment Lawyers Association (NELA) & The NELA Institute

Job Type: Full-time, Fellowship

Job Location(s):

Washington, District of Columbia United States

Concord, California United States

Job Description:

The Paul H. Tobias Attorney Fellowship Program

Application Open To 2020 & 2021 Graduates

About Us

Founded in 2008, **The Employee Rights Advocacy Institute For Law & Policy** (The Institute) is NELA's partner organization. The Institute's mission is to advance workers' rights through research, thought leadership, and education for policymakers, advocates, and the public. For more information about The Institute, visit www.employeeightsadvocacy.org.

Founded in 1985, the **National Employment Lawyers Association** (NELA) mission is to empower workers' rights attorneys through legal training, promoting a fair judiciary, and advocating for laws and policies that level the playing field for workers. We are the country's largest professional organization that is exclusively comprised of lawyers who represent employees in cases involving employment discrimination and harassment, wage theft, employee benefits, and other employment-related matters. For more information about NELA, visit www.nela.org.

Working hand-in-hand, NELA and The Institute reach broadly engaging advocates, organizations, coalitions, legislators, academics, agency officials, media, and the public to create a more just workplace. We aspire to a future in which all workers are treated with dignity and respect; workplaces are equitable, diverse, and inclusive; and the well-being of workers is a priority in business practices.

About The Fellowship

Paul H. Tobias is the founder and first Executive Director of NELA, and has inspired countless employee rights advocates for over fifty years through his ongoing, pioneering contributions to the field of plaintiffs' employment law. To cultivate the next generation of employee rights advocates, The Paul H. Tobias (PHT) Attorney Fellowship Program offers a new lawyer who embodies Paul's spirit the opportunity to work on cutting-edge projects at NELA and The Institute.

The 2021-2023 Paul H. Tobias Attorney Fellowship is a two-year placement with an annual stipend of \$54,000; \$1,000 in professional development funding; 100% employer paid health, dental, and vision insurance; annual leave; and medical leave. The Fellowship period is flexible, and may commence between September-November 2021 and end between September-December 31, 2023.

The PHT Fellow will be a regular full-time staff member, and works in support of both the Program Manager and Legislative and Public Policy Director in our exciting Washington, D.C. office. NELA and The Institute also have an office in Concord, CA and will work with exceptional candidates who prefer that location. Please contact Ashley Westby (awestby@nelahq.org) with any questions about the location.

In addition to providing programmatic support, the PHT fellow will work on various independent research projects, approved by, and in conjunction with the policy goals of, the Program Manager and/or Legislative and Public Policy Director. The 2021-2023 PHT Fellow will have the opportunity to develop original signature projects such as:

• Compiling, drafting, and editing *The Employee Rights Briefing*, The Institute's monthly newsletter;

• Publishing one or more white papers or issue briefs educating the public about workers' rights;

- Creating research, data, and in-depth analysis relating to the gig economy, forced arbitration, forced privatization of claims by employees, or workplace harassment;

- Publishing web-based fact sheets on the gig economy, forced arbitration, workplace harassment, and other topics germane to workers' rights;

- Supporting the Legislative and Public Policy Director's creation of toolkits containing information, talking points, phone scripts, and other materials for the promotion of NELA's legislative priorities;

- Developing a plan for gathering and publishing the stories of workers who have fought back against violations of their rights;

- Writing articles and blog posts on substantive policy areas impacting workers' rights;

- Monitoring and posting content on social media in conjunction with the communications team;

- It is possible that the PHT Fellow would be called upon to support the Director of Operations in the creation of a platform through which NELA state and local affiliates can share, promote, and enact model state legislation. If this project is undertaken, some other duties would be scaled back accordingly.

During the first six months of the PHT Fellowship, the Program Manager and PHT Fellow will collaborate on a two-year implementation plan, designed to ensure the PHT Fellow is working in furtherance of the NELA/Institute's Strategic Plan, which is updated annually. The PHT Fellow will also engage in weekly status calls with the Program Manager to discuss projects, questions, concerns, and overall performance.

NELA and The Institute are equal opportunity employers. We value a diverse workforce and an inclusive culture. NELA and The Institute encourage applications from all persons without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, veteran status and record of arrest or conviction, or any other characteristic protected by applicable law.

NELA and The Institute make every effort to assure that our recruitment and employment practices provide all persons, including persons with disabilities, with full opportunities for employment in all positions.

NELA and The Institute are committed to providing reasonable accommodation to persons with disabilities. If you are a person with a disability and need assistance applying online, please e-mail nelahq@nelahq.org or call (415) 296-7629. If you are selected for an interview, you will receive additional information regarding how to request an accommodation for the interview process.

Please feel free to reach out to Ashley Westby, Program Manager, at awestby@nelahq.org with any questions regarding this Position Description. Please send resume, writing sample and cover letter to awestby@nelahq.org.

Desired Class Level(s): 3L, Graduate/Alumni
Posting Date: February 18, 2021
Expiration Date: March 26, 2021
Contact: Elizabeth Colman 2201 Broadway Oakland, California 94612 United States
Resume Receipt: Email Resume, Online
Default email address for resumes: awestby@nelahq.org
Additional Documents: Cover Letter, Writing Sample, Other Documents
Additional Documents Notes: Please submit resume, cover letter, and writing sample to awestby@nelahq.org . Applicants will be asked to fill out an additional application form after resume receipt.
Visual ID: 7116

Financial Services Associate - General

Moore & Van Allen (Charlotte, NC)

Job Type: Full-time

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

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

Desired Class Level(s): Graduate/Alumni

Posting Date: February 18, 2021

Expiration Date: March 27, 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: 7125

Staff Attorney

Central Minnesota Legal Services

Job Type: Full-time

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

Job Description:

Responsibilities: The attorney will focus primarily on family law and employment law, with expansion into other practice areas within CMLS priorities. This position will involve regular litigation. The office has a commitment to service work, including litigation, community legal education and community outreach, as appropriate client needs. Travel may be required through out the nine counties served by the CMLS office in Saint Cloud.

Background: The mission of Central Minnesota Legal Services is to advocate for access to the civil justice system for low-income people by providing high quality legal services, and to improve the lives of people living in poverty by empowering self-advocacy skills through legal education. CMLS is a 3-office program with 28 employees providing free legal representation to low-income clients in 21 counties in central Minnesota. The Saint Cloud office serves Itasca, Chisago, Mille Lacs, Sherburne, Benton, Stearns, Morrison, Todd and Wright counties.

CMLS is funded primarily by a grant from the Legal Services Corporation. CMLS also has other funding sources to provide civil legal services to specific low-income populations in its service area. CMLS enjoys a good rapport with, and strong support from, the organized bar and the local judiciary.

Qualifications: Demonstrated commitment and sensitivity to the problems of marginalized communities and individuals experiencing poverty. Prior family law experience preferred. Poverty law litigation experience or law school clinical experience a plus. Candidates should be licensed to practice law in Minnesota or be a candidate for Bar admission. Attorneys admitted to practice in another state with 18 months' employment in a poverty law office can obtain temporary pre-exam admission. Valid driver's license and reliable vehicle required. Ability to speak a second language, particularly Spanish or Somali, is a plus. Demonstrated commitment to furthering principles of diversity, equity, and inclusion, and ability to work effectively with people from different cultural backgrounds is essential. Must have strong communication skills, ability to work constructively in a team setting, exhibit good judgment, ability to learn quickly and work independently, and be able to effectively handle contested hearings.

Desired Class Level(s): Graduate/Alumni

Posting Date: February 18, 2021

Expiration Date: March 27, 2021

Contact: Pat O'Neill
111 N 5th St Minneapolis, Minnesota 55403 United States

Resume Receipt: Online

Additional Documents: Cover Letter, Writing Sample

Visual ID: 7124

Associate Attorney-Consumer Financial Svcs. (Due Diligence)

Hudson Cook, LLP

Job Type: Full-time

Job Location(s):

Hanover, Maryland United States

Job Description:

Hudson Cook, LLP, a national consumer financial services law firm, seeks a junior-level associate with 0-5 years of legal experience for its regulatory compliance practice that focuses on fast-paced regulatory due diligence work for investors.

Successful candidates should be able to demonstrate: (1) strong analytical skills, (2) outstanding legal writing ability; (3) willingness to work in a team environment; (4) a desire to learn from experienced practitioners to develop depth in consumer financial services law; and (5) initiative and ability as a self-starter. Ideal candidates will have non-legal career experience as well.

Application Procedure:

If you are interested in this position and have the required qualifications, please forward your resume, law school transcript and a writing sample to the Human Resources Department at careers@hudco.com.

Please Note: We are not considering applicants through outside recruiters at this time.

ABOUT THE FIRM

Established in 1997, Hudson Cook, LLP focuses on state and federal consumer and commercial financial services, banking and privacy compliance, regulation, enforcement and supervision, with 48 lawyers practicing in 13 offices throughout the United States. Our team includes former officials with federal regulatory agencies, including the CFPB, FTC and the Office of the Comptroller of the Currency (OCC); former in-house lawyers from banks, sales finance companies and other financial services institutions; and attorneys with lengthy experience representing many financial services firms as outside counsel.

In our practice, Hudson Cook, LLP works with investors and operating companies in the merchant cash advance (MCA) and small business loan industries. We guide companies through the assessment of regulatory compliance and operational risks. Our Small Dollar Lending and Alternative Consumer Financial Services practice advises clients on federal and state lending and consumer protection laws. Our FinTech practice provides legal services to a variety of clients, including internet lenders, lead generators, money transmitters and other money services businesses, open- or closed-end business credit providers, payment processors and other third-party service providers. We also advise traditional financial institutions on how to mitigate risk and leverage partnerships with innovative technology service providers in compliance with evolving state and federal regulatory regimes and federal bank regulatory guidance concerning management of third-party risks.

ASSOCIATE LIFE & BENEFITS

Since its inception, Hudson Cook has fostered a collegial and inclusive workplace environment that values diversity, excellence in client service, work-life balance, and entrepreneurship. Two attributes of associate life at the firm contribute significantly to our culture and distinguish Hudson Cook from other comparable firms. First, the firm expects its lawyers to work hard but does not impose a minimum billable hour requirement. The absence of a billable hour requirement reflects our commitment to ensuring that associates have sufficient flexibility to meet their professional obligations, as well as their responsibilities and interests outside of work. Second, associates who wish to develop a practice and become equity partners have a real opportunity of achieving that goal at Hudson Cook. The firm does not have pre-established limits or ratios on the number of equity partners versus associates. This structure is consistent with our clients' expectations that seasoned practitioners bear primary responsibility for their legal matters, which are often sensitive and complex. To fulfill that expectation, we aim to hire interested and dedicated associates and to develop talent internally through meaningful training, mentorship and other educational programs. The firm is proud of its long track record of promoting associates to equity partner. More than one-third of the equity partners were associates at the firm.

Salaries are competitive, and associates are eligible for discretionary year-end bonuses, dependent upon both tangible contributions to client work and intangible contributions, such as assisting partners with client and business development activities, being a valued team member, and the performance of the firm overall. The firm does not require Associates to work exclusively from the office and allows remote work and flexibility in work hours to the extent needed to achieve a work-life balance, provided that client needs are being met.

Other benefits include:

- Comprehensive Health Insurance
- Firm-Paid Group Insurance (Life and AD&D; Short and Long-Term Disability; Long-Term Care)
- 401(k) with firm-paid 3% match
- Paid Holidays
- Vacation and Sick Leave
- Parental Leave
- Employee Assistance Program

EQUAL OPPORTUNITY EMPLOYER

Hudson Cook, LLP is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected Veteran status, or any other protected characteristic under Maryland law.

Desired Class Level(s): Graduate/Alumni

Posting Date: February 17, 2021

Expiration Date: March 26, 2021

Contact: Human Resources Director Amy Ryan
Human Resources Director
7037 Ridge Road, Suite 300 Hanover, Maryland 21076 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: careers@hudco.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 7115

Housing Finance Associate – Washington, D.C.

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s): District of Columbia United States

Job Description: Our Washington, DC office seeks to hire an experienced associate for our newly created Finance Department. Qualified candidates should have at two to four years of legal experience in commercial real estate finance and strong academic credentials. Experience with multifamily lenders, preferably with Fannie Mae, Freddie Mac, and FHA is a plus. This is a great opportunity to become part of our long standing national finance practice which has closed transactions in all 50 states with exposure to both emerging market opportunities, structured finance and preferred equity originations and commercial loan servicing (including non-performing loans).

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.

Desired Class Level(s): Graduate/Alumni

Posting Date: February 17, 2021

Expiration Date: March 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/ReApplicantEmail.aspx?Tag=fd3dbcca-3ac1-4134-8c33-163f21d5c4b4>

Additional Documents: Unofficial Transcript

Visual ID: 6940

Judicial Clerk

The Circuit Court of Garrett County (Oakland, MD.)

Position Type: Full-time

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

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

Description:

The Circuit Court of Garrett County (Oakland, MD.)
Judicial Law Clerk opening for Judge Strubin of the Circuit Court for Garrett County, Maryland. Position will begin after the July bar exam, by August 1. You DO NOT need to sit for the Maryland Bar to apply for this position.

Desired Class Level: Graduate/Alumni

Posting Date: February 17, 2021

Expiration Date: March 31, 2021

Contact: Tracey Henline
Family Magistrate
203 South 4th Street Oakland, Maryland 21550 United States

Resume Receipt: E-mail

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

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 6096

Trial Associate (#607)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Dallas, Texas United States

Job Description:

Dorsey is seeking an Associate attorney to join the Trial department in our Dallas office. This associate will primarily support our Commercial Litigation and Securities & Financial Services Practice Groups and will have the opportunity to work in all phases of litigation, from pleading through trial and appeal, for individual and entity clients in a variety of industries. This position will involve significant responsibility over pending cases, in-court experience and active trial and motion practice. Specifically, this position will handle the following types of tasks:

- discovery
- oral advocacy
- brief writing
- depositions
- research
- trial preparation

The following qualifications are required:

- A JD degree from an ABA-accredited law school
- One to three years of general commercial litigation background, with experience handling written discovery, depositions, motion practice, and, preferably, trial support
- Texas bar admission, or the ability to be admitted to the Texas bar
- Strong communication and writing skills
- Strong academic performance
- Excellent research and writing 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/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: February 16, 2021
Expiration Date: March 25, 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: 7113

Employment Law Attorney

McClelland Legal Search

Position Type: Full-time

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

Description:

Employment Law Attorney- Immediate Need - Full-time permanent position

Position Type: Employment Law Attorney

Employer Name: Disclosed upon receipt of resume.

Job Title: Employment Law Attorney

Job Description: Our client is seeking an attorney with employment discrimination experience to include, research and writing, briefs, motions and discovery, whistleblowing, wage and hour, post-employment restrictions and other employment matters.

Hiring Criteria: minimum 3 years of employment litigation experience.

Location: Pittsburgh area

Materials requested: Resume

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

Compensation Details: Compensation determined by experience and disclosed upon receipt of resume

Desired years of Experience: 3+ years of employment litigation experience

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

Desired Class Level: Graduate/Alumni

Posting Date: February 15, 2021

Expiration Date: April 30, 2021

Contact: Dianne McClelland

Resume Receipt: E-mail

Default email for resumes.: dianne@mccllellandlegalsearch.com

Requested Document Notes: How we would like to receive the materials: Interested candidates should send their information to : dianne@mccllellandlegalsearch.com

ID: 7111

Associate Attorney, Coal Program

Earthjustice

Job Type: Full-time

Job Location(s):

New York, New York United States

Philadelphia, Pennsylvania United States

Chicago, Illinois United States

Job Description:

The Coal Program at Earthjustice is now accepting applications for an Associate Attorney to join our team of lawyers and advocates who are working to end the U.S.'s dependence on coal-fired power, stop proposed gas-fired power plants, and advance a just and equitable clean energy transformation. The position will be based in our Philadelphia, PA office, our New York, NY office, or our Chicago, IL office. As Earthjustice handles coal litigation around the country, the position may entail significant travel.

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 to engage on the critical environmental issues of our time and bring about positive change. 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 is in San Francisco with offices in Anchorage, Juneau, Los Angeles, Tallahassee, Miami, Honolulu, New York, Philadelphia, Denver, Chicago, Seattle, Bozeman, and Washington, DC.

The Coal Program uses hard-hitting litigation, administrative advocacy, and the strength of partnership to work to end our nation's reliance on dirty, expensive, and outdated coal-fired power, and to transform our country's energy sector into one that is clean, renewable, and modern. Our docket includes litigation to secure and strengthen stringent environmental standards for coal plants, lawsuits challenging government or industry failure to implement such standards, and challenges to utility proposals to spend hundreds of millions of dollars or more on aging coal plants rather than investing in clean energy. We also have a growing docket focused on challenging proposed new gas plants that would crowd out clean energy development. For more information about the Coal Program, please visit <http://earthjustice.org/about/offices/coal>.

The Associate Attorney position is a three-year position designed to help attorneys who are in the early stages of their careers to develop into thoughtful, professional, and effective advocates skilled in the various phases of public interest litigation. As Associate Attorneys gain experience, they gradually take on more independent responsibility for their cases, but work throughout their tenure under the supervision of Staff Attorneys, Deputy Managing Attorneys, or the Managing Attorney. Many Associates have gone on to other positions within Earthjustice and with other public interest organizations.

The successful candidate will be housed in our New York, NY or Philadelphia, PA office, though will work remotely while offices are closed due to COVID-19.

Responsibilities:

- Work closely with Staff Attorneys, Deputy Managing Attorneys, Managing Attorney, and clients to investigate, develop, and prosecute cases.
- Participate in the full range of tasks involved in complex litigation, including factual investigation, legal research and analysis, discovery, briefing, witness preparation, and oral advocacy.
- Engage in proceedings before state and federal courts, public utility commissions, and other administrative tribunals.
- Prepare comments on proposed agency actions, permits, and environmental review documents.
- Interact with clients, coalition partners, and experts, and learn how to handle press work.
- Hire and supervise law students who work at Earthjustice as interns or clerks.

Qualifications:

- Law school graduates who are admitted, or willing to apply for admission, to the state bar where they are located.
- Up to four years of litigation experience.
- Excellent research, analytic, writing, and communication skills.
- Strong work ethic and initiative, and sound yet creative judgment.
- Strong desire to fight for the right of all to a healthy environment.
- Ability to work both independently and in collaboration with others.

- Willingness to travel at least 15% of the time.
- Commitment to serving the public interest.
- Demonstrates an awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations.
- Contributes to the creation of a diverse, equitable, and inclusive work culture that encourages and celebrates differences.

Salary depends on experience and location for 0-4 years' experience.

Salary range in New York, NY: \$82,900 - \$99,600

Salary range in Philadelphia, PA: \$74,610 - \$89,640

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.

Application Procedure:

Interested candidates should submit a:

- Resume
- One or two page cover letter that addresses each of the following: (1) why you are drawn to Earthjustice's mission; and/or, (2) any experiences you have working with people or communities from backgrounds that differ from your own or with those who have been disproportionately affected by environmental harms.
- Writing sample, preferably a legal brief or memorandum that primarily reflects your work.
- Law school transcript.
- List of three references.

Earthjustice brings our associate attorneys on board on a quarterly schedule during the months of January, April, June and September.

For this position, we are looking to hire a candidate that is available to start in June 2021. Please apply by March 15, 2021. After that, 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: February 11, 2021
Expiration Date: March 20, 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=oiaEefw4&s=symplicity
Visual ID: 7096

DIRECTOR OF HUMAN RESOURCES AND ORGANIZATIONAL DEVELOPMENT

Pierpont Community & Technical College (Fairmont, West Virginia)

Position Type: Full-time

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

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

Description:

About the job

General Job Summary:

In collaboration with, and under the Presidents' supervision, the Director of Human Resources and Organizational Development will plan, lead, direct, develop, and coordinate the policies, activities, and staff of the Human Resource (HR) and Organizational Development departments, ensuring legal compliance and implementation of the organizations mission and talent strategy. The Director plans, develops, implements and administers development and training programs for employees. In teamwork with senior administration will facilitate strategic plan initiatives across the organization.

Duties and Responsibilities:

- Collaborates with senior leadership to understand the organizations goals and strategy related to staffing, recruiting, and retention.
- Plans, leads, develops, coordinates, and implements policies, processes, training, initiatives, and surveys to support the organizations human resource compliance and strategy needs.
- Administers or oversees the administration of human resource programs including, but not limited to, compensation, benefits, and leave; disciplinary matters; disputes and investigations; performance and talent management; productivity, recognition, and morale; occupational health and safety; and training and development.
- Identifies staffing and recruiting needs; develops and executes hiring and talent management.
- Identifies data collection tools, data sources, benchmarks, and performance targets.
- Creates effective strategic planning methods.
- Implements programs and initiatives that connect employees to institutional goals and performance measures.
- Conducts research and analysis of organizational trends including review of reports and metrics from the organizations human resource information system (HRIS) or talent management system.
- Monitors and ensures the organizations compliance with federal, state, and local employment laws and regulations, and recommended best practices; reviews and modifies policies and practices to maintain compliance.
- Serves as the compliance officer to oversee the institution's adherence to Civil Rights, Affirmative Action, EEO, and Title IX policies.
- As the Title IX/EEO compliance officer develops and implements training modules relevant to federal and state anti-harassment and non-discrimination laws, regulations, policies, and procedures with a focus on sexual harassment prevention training for employees.
- Coordinates and conducts proper, prompt, thorough, and objective investigations into allegations of sexual harassment or discrimination ensuring an open, diverse, and inclusive working and learning environment for employees.
- Maintains knowledge of trends, best practices, regulatory changes, and new technologies in human resources, talent management, and employment law; applies this knowledge to communicate changes in policy, practice, and resources to upper management.

- Develops and implements departmental budget.
- Facilitates onboarding of employees, professional development, training, and certification activities for faculty, staff and administration.
- Facilitate discipline and termination of employees in accordance with state and institution policy.
- Ensures compliance with federal, state, local laws, and industry regulations as well as advises appropriate managers on legal implications of HR issues related to discipline and employee grievances.
- Provides consultation to appropriate management regarding implementation of policies and procedures, safety of the institution workforce, recruiting and hiring high-performing employees, and labor, legislative and other human resources issues.
- Ensure all employees meet required and timely performance evaluations.
- Performs other duties as assigned.

Required Knowledge, Skills, And Abilities:

- Excellent verbal and written communication skills.
- Excellent interpersonal and negotiation skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.
- Strong analytical and problem-solving skills.
- Strong supervisory and leadership skills.
- Ability to adapt to the needs of the organization and employees.
- Ability to prioritize tasks and to delegate them when appropriate.
- Thorough knowledge of employment-related laws and regulations.
- Proficient with Microsoft Office Suite or related software.
- Proficiency with or the ability to quickly learn the organizations HRIS and talent management systems.

Education and Experience:

Bachelor's degree

Human Resources, Business Administration, or a related field
required; Master's degree preferred

3 year +

Progressively responsible work in providing a full range of HR
generalist services

Physical Requirements:

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift 15 pounds at times.

Pierpont Community & Technical College is an equal opportunity provider, committed to employing a diverse faculty and staff, and actively seeks applications from women, minorities, and other persons from traditionally under-represented groups.

All applicants MUST apply at www.schooljobs.com/careers/pierpont

Desired Class Level: Graduate/Alumni
Posting Date: February 11, 2021
Expiration Date: April 30, 2021
Contact: Ms. Jessica Hayhurst HR Representative 1201 Locust Avenue Fairmont, West Virginia 26554 United States
Resume Receipt: Other (see below)
How to Apply: www.schooljobs.com/careers/pierpont
ID: 7093

Managing Attorney - Hobbs, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

Job Location(s): Hobbs, 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 PDS 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: February 11, 2021

Expiration Date: March 20, 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: 6412

Assistant Public Defender/Staff Attorney

23rd Judicial Circuit Public Defender Office (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:

The Eastern Panhandle Public Defender Office in Martinsburg has an immediately available opening/vacancy for an Assistant Public Defender/Staff Attorney. Salary commensurate with experience; full State employee benefits package (various insurances, including health care, and retirement). Send resume and brief cover letter to my direct attention (address below).

Any help/aid/assistance in putting out word, etc., would be greatly appreciated. Any questions/concerns, just call.

Thanks. Regards, THOMAS E. DELANEY, Esquire, Chief Public Defender, Eastern Panhandle/23rd Judicial Circuit PDO, 301 West Burke Street, Martinsburg, WV 25401 (304) 263-8909

Desired Class Level: Graduate/Alumni

Posting Date: February 9, 2021

Expiration Date: March 31, 2021

Contact: Thomas E. Delaney
Chief Public Defender
301 West Burke Street Martinsburg, West Virginia 25401 United States

Resume Receipt: E-mail

Default email for resumes.: tedelaney53@hotmail.com

Additional Documents: Cover Letter

ID: 7080

Attorney-Advisor (General)

Consumer Financial Protection Bureau

Job Type: Full-time**Job Location(s):** Washington, District of Columbia United States**Job Description:**

This position is located in one of the Attorney Groups of the **Consumer Financial Protection Bureau** (CFPB), including, but not limited to, the Offices of Enforcement, Supervision Policy, Regulations, Fair Lending & Equal Opportunity, and the Legal Division.

The incumbent will serve as a primary legal advisor on issues related to consumer financial regulation, the supervision of bank and non-bank entities, enforcement of consumer financial policies, CFPB operations, or any issue under the jurisdiction of the Bureau. The following are the duties of this position at the CN-71 (broadly equivalent to the GS-15). If you are selected at a lower grade level, your duties will be adjusted accordingly. Attorneys at CFPB may be eligible for promotions subject to the Bureau's Attorney Hiring & Promotion Policy.

- Develops and executes investigation and enforcement strategy, such as the use of informal and formal requests for information, civil investigative demands, and witness interviews for enforcement matters.
- Conducts analysis of factual and legal issues presented provide definitive analysis and advice to senior management. Drafts and reviews memoranda analyzing legal and policy issues, amendments to regulations, Congressional testimony, official CFPB interpretations, and analyses of proposed legislation, rules and policies. Provides explanations and advice on complex technical aspects of statutes and regulations to management.
- Engages extensively in legal research and writing, identifying legal issues, proposing resolutions, constructing alternative arguments and solutions, and recommending alternative courses of action in cases involving complex facts and no clear-cut precedent. Consults with fellow legal staff and other Bureau subject matter experts on relevant issues to develop strategies to address emerging concerns.
- Participates in and may lead complex rulemaking projects, such as major regulatory amendments or implementing legislation in the area of consumer financial services. Reviews public comments and drafts proposed and final regulations for consideration and makes oral presentations to senior management to defend positions, develop policy and resolve issues.
- Provides legal research and guidance to issues arising from complex consumer compliance and fair lending examinations. Analyzes compliance efforts and makes recommendations on how regulatory compliance efforts impact consumers.
- May represent the Bureau at hearings in federal court and administrative proceedings in enforcement actions involving consumer-finance laws with regard to products, services, and fair lending practices.
- Responds to inquiries from CFPB staff, other federal and state agencies, Congressional staff, private counsel, and the public relating to the interpretation of consumer financial services laws and other regulatory matters.

You must meet eligibility and qualification requirements within 30 days of the closing date of this announcement. 1. Law Degree: Applicants must be a graduate of an accredited law school with an LL.B., J.D. or equivalent. 2. Bar Membership: Applicants must be a current member of a bar with a valid license to practice law in a state, territory of the United States, District of Columbia, or Commonwealth of Puerto Rico.

Desired Class Level(s): Graduate/Alumni**Posting Date:** February 9, 2021**Expiration Date:** March 18, 2021

Contact: Mr. Michael Rivera
Talent Acquisition Specialist
1700 G St NW Washington, District of Columbia 20552 United States

Resume Receipt: Other (see below)**How To Apply:** <https://www.usajobs.gov/GetJob/ViewDetails/591600300>**Visual ID:** 7074

Criminal Defense Attorney - Hobbs, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

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

Job Description: Essential Functions

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. Criminal Defense Attorney PD2, PD3 or PD4:

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

Public Defender 2 (PD2):

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

Public Defender 3 (PD3)

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

Public Defender 4 (PD4)

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

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

Desired Class Level(s): Graduate/Alumni

Posting Date: February 8, 2021

Expiration Date: March 17, 2021

Contact: Elizabeth Holmes

505 Marquette Ave. NW Albuquerque, New Mexico 87102 United States

Resume Receipt: Other (see below)

How To Apply: <http://www.lopdm.us/Jobs/>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 7076

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

Essential Functions

Public Defender (PA2)

- 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.

Other Duties:

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.

Desired Class Level(s): Graduate/Alumni

Posting Date: February 8, 2021

Expiration Date: March 17, 2021

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

Resume Receipt: Other (see below)

How To Apply: <http://www.lopdnm.us/Jobs/>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 7075

Trial Attorney (Including Remote)

Pierce Bainbridge

Job Type: Full-time

Job Location(s): United States

Job Description: Recent law school graduates who want to immediately start litigating and trying high-value, high-stakes cases at the highest level. All litigation practice areas. Tremendous degree of responsibility immediately. Direct mentoring and supervision by one of the nation's most high-profile and successful trial attorneys. Headquarters in Los Angeles, but all attorneys can be remote.

Initiative, teamwork, aggressiveness, self-starting, extreme ownership.

Desired Class Level(s): Graduate/Alumni

Posting Date: February 8, 2021

Expiration Date: March 16, 2021

Contact: Global Managing Partner John Pierce
Global Managing Partner
355 South Grand Avenue Los Angeles, California 90071 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: jpierce@piercebainbridge.com

Visual ID: 7068

Corporate Associate (#574)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s):

Missoula, Montana United States

Salt Lake City, Utah United States

Denver, Colorado United States

Job Description:

The starting salary for associate positions in our Denver office is \$150,000. Pay is determined based on a variety of factors including, but not limited to, depth of experience in the practice area. Associates are eligible to participate in Dorsey's associate bonus program, subject to the program's conditions and restrictions.

Dorsey has an opening for a transactional Associate attorney to support our Corporate practice group. In this role you will have an opportunity to work on a wide variety of corporate transactions, with a particular focus on emerging companies and venture capital work. You will work closely with Dorsey attorneys and clients on deals of varying sizes and across multiple offices, including Missoula, Salt Lake City, and Denver. This position can be based in Denver, CO, Missoula, MT, or Salt Lake City, UT.

Requirements:

- A J.D. degree from an ABA-accredited law school
- Two to four years of corporate law experience, representing private technology companies from formation to exit (including founder issuances, equity compensation and stock plans, convertible debt and VC financings and M&A), as well as the VC funds and other investors that finance such companies
- Excellent analytical and writing skills
- Excellent verbal communication
- Strong academic performance

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.

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: February 6, 2021

Expiration Date: March 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/careers/attorneys>

Visual ID: 6857

Attorneys of all levels

Guam Attorney General

Job Type: Full-time

Job Location(s):
Guam

Job Description:

Are you interested in gaining criminal trial experience, practicing administrative law, or handling complex civil matters all while living on a beautiful tropical island? If you are a licensed attorney, **this is your chance!** The Guam Bar allows licensed attorneys in good standing to practice as a government attorney for up to five years.

Guam is a gorgeous island in the Western Pacific Ocean with year-round tropical temperatures and warm ocean waters. (Read: No harsh and numbing winters!) The only thing warmer than the weather and the water is the hospitality of the native CHamoru people, who are welcoming and willing to share with you the history and culture of this slice of America in the Pacific.

Guam is the southernmost and largest of the Mariana Islands chain and is just a short flight away from its sister islands and a number of destinations in the Asia-Pacific region, including Palau, South Korea, Japan, and the Philippines. But don't think you'll be so quick to leave! Despite our size of just 212 square miles, Guam offers the convenience and luxuries of city living without the hustle and bustle of city life; world-class diving, snorkeling, and other water activities; caves, waterfalls, and hiking trails for all ability levels to explore; and we are home to international athletic events. It's no wonder Guam has become a modern-day melting pot.

The Office of the Attorney General of Guam is led by elected Attorney General Leevin Taitano Camacho. He leads our management team together with a chief deputy attorney general and eight other deputies who head each of our divisions. The Office is home to approximately 200 employees, approximately 50 of whom are attorneys.

With alumni from over thirty law schools across the country, our Office has had great success in hiring professional and capable attorneys and we are looking to continue to build on that foundation. For those just entering the profession, working here will provide unmatched opportunities for hands-on legal experience under the guidance and mentorship of the experienced attorneys on our team. For those more seasoned in the profession, our office provides opportunities to sharpen your skills or apply your skills in new areas of law.

Whether novice or seasoned, our office also offers extensive opportunities for professional development, training, and networking through our strong partnerships with member organizations, such as the National Association of Attorneys General and the Conference of Western Attorneys General. In 2019, we also launched an in-house Continuing Legal Education credits program.

We have six practice divisions that offer intensive legal experience including significant time in court or administrative proceedings:

- Our **Criminal Prosecution Division** has original jurisdiction over violations of local criminal law and certain cases in the District Court of Guam. At times, the Division may also investigate criminal offenses on its own, including sophisticated financial white collar crimes and government/public corruption. Prosecution attorneys have opportunities for trial practice, appellate practice, and practice before the District Court in criminal tax cases.
- Our **Civil Litigation Division** handles affirmative and defensive representation of government agencies, officials, and employees in litigation including suits for declaratory relief; constitutional challenges to laws and government programs; torts; and employment law matters. Civil Litigation attorneys have opportunities for trial and appellate practice.
- Our **Solicitors Division** provides legal representation, counsel and assistance to the government of Guam and its authorized entities. This includes providing representation in administrative proceedings, answering legal questions posed by agencies and issuing formal legal opinions. The Division is also responsible for all matters relative to procurement by the Government of Guam, including reviewing contracts as to form and legality and advising agencies during all phases of procurement for acquisitions \$500,000 or more.

Benefits:

1. Unmatched work experience.
2. Tropical island living.

3. Convenient, affordable Asia-Pacific travel.
4. Twelve holidays per year.
5. Health, dental, and life insurance.

Remuneration:

Salary is based on an applicant's years of experience. For those without any work experience as an attorney, \$50,825 is the starting salary.

Desired Class Level(s):	Graduate/Alumni
Posting Date:	February 5, 2021
Expiration Date:	March 13, 2021
Contact:	Leevin Camacho 590 South Marine Corps Drive Tamuning 96913 Guam
Resume Receipt:	Online
Additional Documents:	Unofficial Transcript, Other Documents
Visual ID:	7066

Litigation Associate - Wilmington, DE

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s): Wilmington, Delaware United States

Job Description: Our Wilmington, DE office is seeking to hire a litigation associate with four to five years of experience for the Delaware Court of Chancery Practice. Excellent academic credentials and writing and communication skills are required. Experience with fiduciary duty and entity governance litigation in the Delaware Chancery Court is preferred, as is admission to the Delaware bar. Our Litigation Department is our largest practice group and represents a wide range of local and national clients in all types of complex litigation and regularly represent clients in local, state and federal courts, at both the trial and appellate levels. This is an excellent opportunity to join a sophisticated litigation practice and work in a dynamic, expanding and team-oriented atmosphere while enjoying the benefits and resources of a national law firm.

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.

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: February 4, 2021

Expiration Date: March 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/ReDefault.aspx?FilterREID=1&FilterJobCategoryID=4&FilterJobID=477>

Additional Documents: Unofficial Transcript

Visual ID: 7058

Law Clerk (Judiciary of the U.S. Virgin Islands)

Judiciary of the U.S. Virgin Islands

Job Type: Full-time

Job Location(s):

U.S. Virgin Islands

U.S. Virgin Islands

Job Description:

Nature of Work

This is professional legal work performed for a judge at the Superior Court of the U.S. Virgin Islands. Work involves the performance of professional legal research and other related administrative work in the preparation of memoranda, opinions, or orders for a judge concerning the cases before him/her. Work is performed under general supervision of a judge and is reviewed through conferences and submitted work.

Essential Functions: *(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.)*

- Reviews, studies, searches, and annotates laws, court decisions, documents, opinions, briefs, and related legal authorities; researches the law for oral motions made during trials.
- Prepares briefs, legal memoranda, statement of issues involved, opinions and judgment for review by the judge, including appropriate suggestions or recommendations to the judge; prepares jury instructions.
- Compiles references on laws and decisions necessary for legal determinations.
- Confers with judge concerning legal questions, construction of documents and granting of orders.
- Attends court sessions to hear oral arguments and record necessary case information; maintain notes attendant to court proceedings.
- May mediate small claims cases as assigned by a judge.
- Other duties as assigned or required.

Knowledge, Abilities and Skills

- Knowledge of general U.S. law, territorial code, established precedent, and sources of legal reference.
- Knowledge of U.S. court practices and procedures.
- Knowledge of U.S. legal terminology and concepts.
- Ability to communicate clearly and concisely, both orally and in writing, with a diverse group of people.
- Ability to research complex legal problems or questions and apply legal principles.
- Ability to represent the court in a respectful manner.
- Ability to establish and maintain effective working relationship with others.
- Skill in the operation of a personal computer with word processing and legal research software.

Working Conditions

This job operates in a professional office environment and a courtroom. The noise level in the work environment is usually moderate. Handles multiple inquiries. Includes travel.

Physical Demands

Work is essentially sedentary with occasional walking, standing, bending, and transferring items. Positions may require periods of extended sitting or computer use.

Qualifications

Graduation from an ABA accredited law school.

Licensure and Certification:

To apply, submit a cover letter, resume, law school and undergraduate transcripts, employment application and one writing sample to jobs@vicourts.org. ****Submissions must be in one PDF document.**

Submissions that do not include the requested documents will not be considered. The judiciary will only contact applicants selected for interviews. Any applicant who needs a reasonable accommodation shall advise the judiciary's ADA Coordinators.

Desired Class Level(s): Graduate/Alumni
Posting Date: February 3, 2021
Expiration Date: March 12, 2021
Contact: Koya Ottley 8174 Subbase St. Thomas, 802 U.S. Virgin Islands
Resume Receipt: Email Resume, Online
Default email address for resumes: jobs@viccourts.org
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
Visual ID: 7049

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;
- 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): Graduate/Alumni**Posting Date:** February 2, 2021**Expiration Date:** March 11, 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:** 7047

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 ambitious and passionate Trial Lawyers to join our team in Dallas, 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;

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=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: February 2, 2021

Expiration Date: March 11, 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: 7045

Denver Trial Lawyer

Zinda Law Group, PLLC (Austin, TX)

Job Type: Full-time

Job Location(s): Denver, Colorado 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 Denver, Colorado. 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 Colorado State Bar;
Spanish bilingual a plus;
Experience drafting and responding to motions;
Substantial knowledge of Colorado Rules of Civil Procedure.

Compensation and Benefits:

\$75,000 - \$250,000;
Quarterly Performance Based Bonus Opportunities;
Contingency Fee Referral Bonus Opportunities;
Paid Time Off and Paid Holidays;
IRA Plan with company contribution match;
Medical, Vision, and Dental insurance;
Paid 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 through the link below:

<https://zdfirm.bamboohr.com/jobs/view.php?id=384>

Zinda Law Group, PLLC

<https://www.zdfirm.com>

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: February 2, 2021

Expiration Date: March 11, 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=384>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 7046

Tax, Trusts & Estates Associate (#604)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Seattle, Washington United States

Job Description: Dorsey & Whitney LLP is seeking an experienced Trusts & Estates Associate to join our Seattle office. This associate will focus on serving high net-worth individuals and families, closely-held business owners and executives, corporate fiduciaries, and charitable organizations in all areas of estate and tax planning. This associate will take significant responsibility over matters and work directly with estate planning clients.

The following qualifications are required:

- One to four years of estate planning, probate, and trust administration experience
- Excellent interpersonal skills and an entrepreneurial spirit
- Top academic credentials
- Washington bar admission

The following additional qualifications are preferred:

- California, New York and/or Utah bar admission
- Taxation LL.M. degree

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 612-492-5186.

Desired Class Level(s): Graduate/Alumni

Posting Date: February 2, 2021

Expiration Date: March 11, 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: 7048

Multiple Positions

New York University Law (New York City)

Position Type: Full-time

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

Description:

Join our team! The recently formed Tax Law Center at NYU Law seeks to protect and strengthen the tax system through rigorous, high-impact tax legal work in the public interest. Our work includes offering technical input on tax legislation, submitting comments on tax regulations, and intervening in tax litigation, with the goals of protecting and improving the integrity of the tax system, saving and raising revenues, and advancing equity.

You will be an employee of New York University, with access to an excellent, comprehensive benefits package including generous paid time off and retirement contributions.

The Tax Law Center will be conducting work remotely through calendar year 2021 due to the COVID 19 pandemic and pending an assessment of workspace needs. We are committed to providing a productive and supportive environment for all employees, and their perspectives will help define future space needs and/or remote work policies.

Current Opportunities
Legal Research Associate
Attorney Advisors

Senior Attorney Advisors

Tax Law and Policy Fellows

Operations Associate

NYU is an Equal Opportunity Employer and is committed to a policy of equal treatment and opportunity in every aspect of its recruitment and hiring process without regard to age, alienage, caregiver status, childbirth, citizenship status, color, creed, disability, domestic violence victim status, ethnicity, familial status, gender and/or gender identity or expression, marital status, military status, national origin, parental status, partnership status, predisposing genetic characteristics, pregnancy, race, religion, reproductive health decision making, sex, sexual orientation, unemployment status, veteran status, or any other legally protected basis. Women, racial and ethnic minorities, persons of minority sexual orientation or gender identity, individuals with disabilities, and veterans are encouraged to apply for vacant positions at all levels.

Desired Class Level: Graduate/Alumni

Posting Date: February 1, 2021

Expiration Date: March 31, 2021

Contact: Ashley Oliver
Professor
185 West Broadway New York, New York 10013 United States

Resume Receipt: Other (see below)

How to Apply: <https://www.law.nyu.edu/centers/tax-law-center/careers>

ID: 7038

Associate Attorney – Government Enforcement and Litigation

Hudson Cook, LLP

Job Type: Full-time

Job Location(s):

District of Columbia United States

Job Description:

Hudson Cook, LLP, a consumer financial services law firm, seeks an experienced associate to join its government enforcement and litigation practices in Washington, DC.

ABOUT THE POSITION

The ideal candidate can quickly integrate into a busy and growing practice and will be capable of managing the day-to-day aspects of active cases and government investigations. Responsibilities generally fall into three categories:

- (1) Research and Writing. The role involves substantive legal research and writing relating to consumer financial services, including drafting motions, pleadings, legal briefs and other memoranda and filings.
- (2) Discovery. The position requires reviewing documents, preparing documents and other discovery responses for production, analyzing opposing party discovery productions, and managing all other aspects of the discovery process.
- (3) Organization. The successful candidate will be responsible for much of the day-to-day management of actively litigated cases and active government investigations. This includes planning and managing deadlines, docketing, and assisting with the supervision of support staff and paralegals. It includes management of case files and providing advice to the case team on compliance with local court and judge rules.

Applicants must have experience performing the tasks listed above. Applicants must be admitted in D.C. or eligible for admittance. Applicants who do not have at least three years of litigation, government enforcement, or similar practice experience will not be considered. Knowledge of or experience in the consumer financial services industry is welcome but not required. In addition to the responsibilities listed above, the successful candidate will have the opportunity to participate in business development and marketing.

ABOUT THE FIRM

Established in 1997, Hudson Cook, LLP focuses on state and federal consumer and commercial financial services, banking and privacy compliance, regulation, enforcement and supervision, with 48 lawyers practicing in 13 offices throughout the United States. Our team includes former officials with federal regulatory agencies, including the CFPB, FTC and the Office of the Comptroller of the Currency (OCC); former in-house lawyers from banks, sales finance companies and other financial services institutions; and attorneys with lengthy experience representing many financial services firms as outside counsel.

Our government investigations and enforcement practice helps clients respond to and resolve investigations and enforcement actions with federal regulators, such as the Consumer Financial Protection Bureau (CFPB), Federal Trade Commission (FTC), U.S. Department of Justice, state regulators and state Attorneys General. Hudson Cook litigators have represented clients in cases involving a variety of consumer protection statutes, including the Fair Debt Collection Practices Act (FDCPA), Fair Credit Reporting Act (FCRA), the Telephone Consumer Protection Act (TCPA), federal and state unfair, deceptive or abusive trade practices laws (UDAP or UDAAP), Fair Housing Act (FHA), and various state laws.

ASSOCIATE LIFE & BENEFITS

Since its inception, Hudson Cook has fostered a collegial and inclusive workplace environment that values diversity, excellence in client service, work-life balance, and entrepreneurship. Two attributes of associate life at the firm contribute significantly to our culture and distinguish Hudson Cook from other comparable firms. First, the firm expects its lawyers to work hard but does not impose a minimum billable hour requirement. The absence of a billable hour requirement reflects our commitment to ensuring that associates have sufficient flexibility to meet their professional obligations, as well as their responsibilities and interests outside of

work. Second, associates who wish to develop a practice and become equity partners have a real opportunity of achieving that goal at Hudson Cook. The firm does not have pre-established limits or ratios on the number of equity partners versus associates. This structure is consistent with our clients'™ expectations that seasoned practitioners bear primary responsibility for their legal matters, which are often sensitive and complex. To fulfill that expectation, we aim to hire interested and dedicated associates and to develop talent internally through meaningful training, mentorship and other educational programs. The firm is proud of its long track record of promoting associates to equity partner. More than one-third of the equity partners were associates at the firm.

Salaries are competitive, and associates are eligible for discretionary year-end bonuses, dependent upon both tangible contributions to client work and intangible contributions, such as assisting partners with client and business development activities, being a valued team member, and the performance of the firm overall. The firm does not require Associates to work exclusively from the office, and allows remote work and flexibility in work hours to the extent needed to achieve a work-life balance, provided that client needs are being met.

Other benefits include:

- Comprehensive Health Insurance
- Firm-Paid Group Insurance (Life/AD&D; Short and Long-Term Disability; Long-Term Care)
- 401(k) with firm-paid 3% match
- Paid Holidays
- Vacation and Sick Leave
- Parental Leave
- Employee Assistance Program

EQUAL OPPORTUNITY EMPLOYER

Hudson Cook, LLP is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected Veteran status.

APPLICATION PROCEDURE

If you are interested in this position and have the required qualifications, please forward your resume, law school transcript, a writing sample, and salary expectations, to the Human Resources Department at careers@hudco.com.

Desired Class Level(s): Graduate/Alumni

Posting Date: January 26, 2021

Expiration Date: March 19, 2021

Contact: Human Resources Director Amy Ryan
Human Resources Director
7037 Ridge Road, Suite 300 Hanover, Maryland 21076 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: careers@hudco.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 6998

Deputy Administrative Counsel

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

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

Description:

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

Administrative office - Kanawha County

Employment Opportunity

Position open until filled (Posted 12/23/2020)

The Supreme Court of Appeals of West Virginia has an immediate professional opportunity for Deputy Administrative Counsel in Charleston, West Virginia. This position directly reports to the Director of Legal Services and Administrative Counsel of the Supreme Court of Appeals of West Virginia.

Deputy Administrative Counsel

Position Purpose: This position primarily assists the Division of Legal Services and Administrative Counsel with providing legal services to the Supreme Court of Appeals of West Virginia. Specifically, the position serves to provide legal advice and analysis to the Administrative Director, Administrative Counsel, and Division Directors, on a wide range of legal, human resource and court-business matters. This is complex and varied professional legal work designed to facilitate the smooth operation of the entire Court system and the fair and efficient administration of justice in West Virginia.

Essential Position Duties and Responsibilities: Serves the Legal Services Division as deputy general counsel to the Supreme Court of Appeals of West Virginia. Provides legal advice and counsel, within the attorney client privilege, to the Administrative Director of the Court on all issues managed by the Administrative Office, including contact and commercial transactions, litigation and outside counsel management, risk management, federal and state regulatory compliance, direct representation, dispute resolution, and other legal tasks consistent with the management and administration of the Supreme Court of Appeals of West Virginia. This position reports directly to the Director of Legal Services and Administrative Counsel.

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

- Prepare and present legal research analysis, and advice as requested by the Administrative Director, Administrative Counsel, Division Directors, and others.
- Assist with all stages of civil and administrative litigation processes.
- Assist with contracts and lease drafting, analysis, review, and management.
- Assist with developing, updating, and implementing Court policies.
- Maintain files, correspondence, and documentation in accordance with applicable laws and Division policy.
- Review, coordinate and respond to FOIA requests.
- Other work as assigned.

Requisite Qualifications, Education, and Credentials:

- A Juris Doctorate from an ABA accredited law school.
- Member in good standing of The West Virginia State Bar.
- A minimum of five (5) years of law practice, or relevant equivalent legal experience, with emphasis on civil litigation, employment law, regulatory compliance, administrative/agency law, leases and commercial transactions.
- Experience as part of a legal team providing service to a medium-to-large private or public entity.

Skills and Knowledge:

- Ability to manage and complete multiple tasks simultaneously with minimal supervision.
- Strong administrative, organizational, and time-priority management skills.
- Effective communication and interpersonal skills; ability to establish and maintain effective working relationships with judges, court personnel, co-workers, and staff from other agencies.
- Ability to present ideas clearly and effectively, to communicate well and persuasively orally and in writing.
- Proficient with word processing, technology, and various software applications.
- Advanced problem solving and priority management skills.
- Considerable knowledge of general law, state laws, established precedent, and sources of legal reference.
- Considerable knowledge of court procedures and rules of evidence.
- Ability to apply legal principles and specialized knowledge to individual problems.
- Ability to present complex materials for educational/training purposes to a diverse audience base.
- Demonstrated leadership acumen with high ethics.

Working Conditions (Physical/Mental Demands, and Environmental Factors):

Moderate travel required throughout the state a valid driver's license is required. The work environment is subject to many interruptions and concentration may be affected and multi-tasking is required. This position is subject to varying and unpredictable situations, may handle emergency or crisis situations, and may handle multiple calls and inquiries simultaneously. The position requires the incumbent to be able to converse with others, often on complex topics. There may be an occasional need to lift up to ten (10) pounds.

Continuing Education Requirements:

Maintain current knowledge of the law in a broad range of areas. Maintain current knowledge in all areas of administrative responsibility, learning trends, subject matter developments, technology innovations that enhance accuracy and efficiency.

Criminal Background Check: Successful candidates must submit to 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.

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 completed Court Employment Application (available on Court website at www.courtswv.gov), signed and notarized Release for Criminal/Background Check (available on Court website), along with a letter of interest highlighting applicable experience, and a resume, including references and a writing sample or excerpt of no more than ten (10) pages to:

Joan.Mullins@courtswv.gov

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

Desired Class Level: Graduate/Alumni
Posting Date: January 26, 2021
Expiration Date: March 31, 2021
Contact: Joan Mullins Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States
Resume Receipt: E-mail
Default email for resumes.: joan.mullins@courtswv.gov
Additional Documents: Cover Letter, Writing Sample
ID: 6999

Employment Law Career Associate

Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

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

Orrick is looking for a **Career Associate** to join our **Employment Law Practice Group** in our **Wheeling, WV office**. The Employment Law Career Associate provides litigation and business development support to attorneys in the Employment Law Practice Group. Under the direct supervision of Responsible Attorneys, this attorney works to support the needs of the Employment Law Practice on the full range of employment litigation including multi-plaintiff, individual, and class action discrimination and wage and hour suits, government enforcement actions, internal investigations, client counseling, as well as business development activities. Orrick is seeking an experienced candidate who can exercise discretion and take initiative in a fast-paced environment.

Job Requirements:

- This position requires employment legal experience, exceptional writing skills, attention to detail and the ability to effectively communicate.
- Candidates must have experience in some or all of the following areas of litigation:
 - employment discrimination
 - whistleblowing
 - post-employment restrictions
 - wage and hour

Key skills and experience include:

- researching a range of employment issues
- drafting position statements, briefs, motions, and discovery documents
- handling discovery tasks, including e-discovery
- assisting with preparation of witnesses for depositions
- assisting with preparation for arbitrations and trials

Qualifications include: 3-10 years of experience in Employment Law; JD from accredited law school, and licensure from at least one (1) jurisdiction. Excellent academic credentials required. The position also requires excellent legal research, writing, and interpersonal communication skills.

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.

Our Global Operations & Innovation Center (GOIC) in Wheeling, West Virginia is home to more than 300 members. Established more than a decade ago, it was the first centralized administrative operation in a major law firm. Our Wheeling location is within commuting distance of the greater Pittsburgh area and Ohio Valley, including: Pittsburgh, Carnegie, Moon, Robinson, Cranberry, Green Tree, Mt. Lebanon, Bethel Park, Southpointe, Bridgeville, McKees Rocks, Upper St. Clair, McMurray, Canonsburg and Washington; St. Clairsville, New Martinsville, Cambridge and the Weirton-Steubenville metro area.

We are an Equal Opportunity Employer.

Desired Class Level: Graduate/Alumni**Posting Date:** January 19, 2021**Expiration Date:** March 16, 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 <http://www.orrick.com/en/Careers>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample**ID:** 6968

M&A and Private Equity 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):** Houston, Texas (United States)
Wheeling, West Virginia (United States)**Description:**

Orrick's Corporate Group is seeking a private investment funds attorney having 3-6 years of experience to join us in our firm's **Wheeling, West Virginia or Houston, TX office** as a career associate to remotely assist senior attorneys in Orrick's Private Investment Funds Group located primarily in Orrick's New York office and West Coast offices (San Francisco, Silicon Valley and Los Angeles).

The candidate should have significant experience with the formation of private equity-style funds (whether buyout, venture capital, real estate, mezzanine, infrastructure or other) and the analysis of relevant issues from the sponsor and/or investor perspective, including experience (i) drafting fund term sheets and private placement memorandum, (ii) interfacing with clients (sponsor or investor) and/or opposing counsel, (iv) working with securities law, tax and ERISA specialists in connection with the formation of funds, and (v) reviewing and preparing documents in response to MFN responses/elections. Similar experience with respect to the formation of sponsor vehicles and/or hedge funds is a plus.

Job Requirements:

- 3-6 years of experience.
- JD from accredited law school.
- Licensure from at least one (1) jurisdiction
- Excellent academic credentials
- Excellent legal research, writing, and interpersonal communication skills required

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.

Who is Orrick: 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.

Our Global Operations & Innovation Center (GOIC) in Wheeling, West Virginia is home to more than 300 members. Established more than a decade ago, it was the first centralized administrative operation in a major law firm. Our Wheeling location is within commuting distance of the greater Pittsburgh area and Ohio Valley, including: Pittsburgh, Carnegie, Moon, Robinson, Cranberry, Green Tree, Mt. Lebanon, Bethel Park, Southpointe, Bridgeville, McKees Rocks, Upper St. Clair, McMurray, Canonsburg and Washington; St. Clairsville, New Martinsville, Cambridge and the Weirton-Steubenville metro area.

We are an Equal Opportunity Employer.

Desired Class Level: Graduate/Alumni**Posting Date:** January 19, 2021**Expiration Date:** March 16, 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>**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**ID:** 6969

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

Associate Attorney

Gayheart & Willis PC

Position Type: Full-time

Practice Area(s): Criminal - Defense

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

Description:

Gayheart & Willis, PC, a small, well-established, and busy Culpeper law firm is seeking an associate for general practice starting immediately. Membership in the Virginia bar is required. Applicants should be friendly and collegial, have drafting skills, a commitment to excellence, the ability to interact effectively with clients, co-workers, and court authorities in a fast-paced environment. Knowledge and experience of criminal and domestic relations law is a plus. Applicants must be detail-oriented and possess strong organizational, communication and time management skills. Salary commensurate with experience. Please email cover letter, resume and writing sample to mcoppage@gayheartandwillis.com.

Desired Class Level: Graduate/Alumni

Posting Date: January 7, 2021

Expiration Date: April 7, 2021

Salary Range: Not Applicable

Contact: Ms. Megan Coppage
Office Administrator
142 E Davis St Culpeper, Virginia 22701-2168 United States
<http://www.gayheartandwillis.com>

Resume Receipt: E-mail

Default email for resumes.: mcoppage@gayheartandwillis.com

Additional Documents: Cover Letter, Writing Sample

ID: 6923

Staff Attorney

King's Daughters Medical Center (Ashland KY)

Position Type: Full-time

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

Description:

King's Daughters Medical Center

Staff Attorney

Last Published:6/18/2018 Last Modified:4/4/2018

First Name xxxxx

Middle Initial/Name xxxxx Last Name xxxxx

Job Code 1L115 Position Name Staff Attorney Cost Center 85200

Department Name Legal Services

Facility Name King's Daughters Medical Ctr Leader Name xxxxx

Employee Number xxxxx

Template Used: Director Template

King's Daughters Performance Review

Evaluation of job performance of below job description is based on direct observation of work

performed, customer feedback and team member discussion.

PERFORMANCE RATING DEFINITIONS

Excellent: Consistently performs beyond expectation. Demonstrates outstanding behavior and skill

that is exceptional. Good: Having the behavior and skill that is required for a particular role.

Fair: Passable and acceptable.

Poor: Worse than usual, expected or desirable. STANDARDS OF CARE AND PERFORMANCE (SPIRIT)

Adheres to all below SPIRIT standards in daily work.

Sensitivity: Makes eye contact, welcomes, smiles, and speaks to people throughout the system.

Answers phone calls within three rings, identifies self and department. Asks callers, "How may I

help you"? Before placing callers on hold, asks, "Are you able to hold"? Privacy:

Knocks and asks

permission to enter. Interviews customers in private, determines who will be included in care.

Closes curtains or doors if available. Protects privacy of all sensitive data and written information.

Information: Informs customers about what to expect at every step in the process.

Uses easily

understood and appropriate language to explain who, what, when and where concerning their care and

treatment. Checks customer's understanding of information and answers their questions.

Responsiveness: Anticipates and responds to customer needs. Always responds to call lights

promptly. Ask, "what questions or concerns do you have"? Thanks customers for choosing King's

Daughters. Thanks customers for their communication & cooperation. Introductions:

Introduces self

and role to others. Addresses customers by name & connects with the patient and family. Provides

warm handoffs when changing shifts & transferring patients.

Teamwork: Speaks positively about other services or departments. Is positive and optimistic.

Helps others without being asked & is proactive. Compliment the efforts of others.

JOB SUMMARY

Under the direction of the Vice President of General Counsel, provides in-house legal counsel to

the organization on matters relating to patient care delivery, risk management, human resources

issues, medical staff, physician network services and business matters.

DUTIES AND ESSENTIAL FUNCTIONS

Supports the preparation and coordination of contracts initiated by the organization, including

those requested by Medical Practice Management. Assures that internal and external contracts entered into by the hospital are legally sound in accordance with federal and state laws.

Reviews, as necessary, contracts prepared internally and externally. Represents the organization in negotiations with state or federal counsel or in court action.

Keeps abreast and informs the Vice President of General Counsel of pertinent issues, changes or cases in health law. Participates in or coordinates special projects as assigned by the Vice

President of General Counsel or Administration.

Works closely and in a positive manner with the Vice President of Strategic Planning and Marketing

Development in advising on legal issues related to partnership structures, antitrust, and other planning issues or projects.

Assists Risk Management on potential areas of litigation. Assists in the handling of personnel

claims arising from alleged violation of EEO, affirmative action or other legal claims.

Assists Human Resources on legal issues related to Benefits Administration. Keeps abreast of

current managed care, hospital and physician legal requirements. Assists the Vice President of

General Counsel on medical staff credentialing, bylaws, and management of quality/disciplinary issues.

EDUCATION/LICENSE/CERTIFICATION/OTHER REQUIREMENTS

Minimum requirement:

Juris Doctor degree

Active member of the Kentucky State Bar Association Preferred qualifications:

Healthcare experience or related field WORKING ENVIRONMENT

This job operates in a professional office environment routinely using standard office equipment

such as computers. Occasionally requires travel to and from off-site locations

The noise level in this position is usually low.

PHYSICAL DEMANDS

Frequently required to maintain a stationary position behind a computer or while presenting to

individuals or groups. Frequently required to move about throughout the Medical Center or while

rounding. Constantly required to communicate with people electronically, telephonically and in-person

requiring talking and hearing. Constantly required to operate a computer and telephone.

Constantly required to lift and/or move up to 15 pounds. Frequently required to lift and/or move up

to 25 pounds. Occasionally required to lift and/or move up to 50 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

PEOPLE AND CULTURE

attitude: Willingness to express a positive and professional approach to job responsibility and

King's Daughters through behavior. Enthusiasm: Feels passionate and energetic at work and performs

tasks that bring a feeling of accomplishment.

Cooperation: The willingness to work together to get the desired outcome.

Relationships: Positive connections with team and patients that make change and progress possible.

JUDGMENT

Respectful: Showing and consideration for others. Confidential: Entrusted with sensitive

information.

Feedback: Accepts constructive mentoring and takes responsibility for their own action and

decision. Reports timely to work: Consistency in coming to work daily and conforming to scheduled work hours.

Professionalism: Neat appearance, polite and well spoken, reliable, good phone etiquette, ethical. organized and accountable.

EXECUTION

Job Knowledge: Knowledge of the techniques, skills, procedures and policies necessary to fulfill

job requirements. Work Quality: Work is accurate, consistent, reliable and consistent with policies and procedures.

Dependability: Consistently is reliable with attendance, quality, judgment and attitude.

Communication: Listens attentively and can verbally communicate to share ideas, information,

knowledge and messages. Stewards resources: Makes financially sound decisions for the betterment

of patient care and our Health system Optimism: Maintains optimistic outlook and conveys hope when

dealing with challenging situations.

PLANNING AND ORGANIZING

Ability to get things done: Works hard to perform job responsibilities while creating a motivating

climate to achieve team work. Autonomy and Accountability: Ability to perform job functions in a

quality manner without oversight and performs this way consistently. Mentors:

Becomes an experienced and trusted advisor to team members.

PATIENT CARE MANAGEMENT

Documentation: Performs appropriate documentation as specific by departmental policies/guidelines.

Prioritizes care: Adjusts work/tasks as needed based on a changing environment.

Patient Advocate: Works on behalf of the patient directing care based on their needs and wishes.

Evidence Based Practice: Incorporates evidenced based practice in patient care as well as follows

our guidelines for patient care. Clinical judgement: Understands scope of practice and the ability

to involve others in care when needed.

COMPETENCIES/TRAINING/COMPLIANCE

Maintains credentials for job as outlined in job description. Completed required compliance

Cross Training – Trains and/or works in more than one role or skill. Maintains TB Skin testing

Corporate Compliance

1. Understands and adheres to Medical Center compliance standards as they appear in the Medical

Center Code of Conduct, Corporate Compliance Policies, and all other Medical Center Policies & Procedures.

2. Demonstrates knowledge of procedures for protecting and maintaining security, confidentiality and integrity of employee, patient, family and organization information.

3. Understands and supports the commitment of Medical Center in adhering to federal, state and

local laws, rules and regulations governing ethical business practices for health care providers.

4. Understands that Medical Center is committed to its role in preventing health care fraud and

abuse and complying with applicable state and federal law related to health care fraud and abuse.

5. Understands that the Medical Center provides an anonymous hotline (877-327-4145) which serves as

one of several tools in reporting suspected fraud, waste, and abuse as well as other compliance

related issues.

6. Agrees to report through any of the reporting tools (e.g., anonymous hotline, supervisor, Vice President, Compliance Officer, Chief Audit & Compliance Officer) any suspected health care fraud, waste and abuse as well as other compliance-related issues.

PERFORMANCE YEAR

Department Goals Individual Goals Department Achievement Individual Achievement

COMMENTS

Comment

CONFIDENTIALITY ACKNOWLEDGMENT

I understand and agree that as a team member of KDMC, I must hold patient and proprietary or confidential business information in confidence. Any unauthorized attempt to obtain and/or disseminate confidential information will establish cause for termination of employment. Further, I

understand that intentional or unintentional violation of confidentiality may result in disciplinary action, up to and including discharge. I certify that I have received, read and understand the provisions of KDMC's Privacy Program, Human Resources Guidelines and Policies and Procedures as they relate to my responsibility to maintain patient and company confidentiality and I agree to abide by them during the entire term of my employment. Furthermore, I acknowledge that from time to time provisions are updated, deleted, supplemented or adjusted to comply with changes in laws and regulations or company changes. I understand that it is my responsibility to review KDMC's confidentiality policies at least annually and to comply with policies throughout the year.

COMPLIANCE ACKNOWLEDGMENT

By signing this document, I (a) certify I am not nor have ever been, excluded or suspended from

participation in any state or federal health care program, including Medicare and Medicaid; (b) understand and will comply with the Code of Conduct and the policies and procedures applicable to my job duties; (c) am aware I have an obligation to report any compliance concerns or issues pertaining to fraud, waste and abuse to my supervisor, my Vice President, the Compliance & integrity Department, or anonymously through the Compliance Hotline or the Compliance Concern form; and (d) understand that the Medical Center is committed to its role in preventing health care fraud and abuse and complying with applicable state and federal law related to health care fraud and abuse.

Disclaimer: 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 Team Member for this job. Duties, responsibilities and activities may change at any time with or without notice.

Desired Class Level: Graduate/Alumni
Posting Date: January 7, 2021
Expiration Date: April 30, 2021
Contact: Amanda Fry Human Resources 2201 Lexington Ave Ashland, Kentucky 41101 United States
Resume Receipt: E-mail, Other (see below)
Default email for resumes.: Amanda.Fry@kdmc.kdhs.us

How to Apply:

<https://pm.healthcaresource.com/CS/kdmc/#/job/4698>

ID: 6924

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
TWENTY-SIXTH JUDICIAL CIRCUIT UPSHUR COUNTY
EMPLOYMENT OPPORTUNITY

Buckhannon, West Virginia
Position open until filled (Posted 1-6-2021)
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 Jacob E. Reger. This position works under the direct supervision of Judge Jacob E. Reger in the Twenty-Sixth Judicial Circuit, Upshur 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 Jacob E. Reger. 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: January 6, 2021
Expiration Date: April 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@courtswv.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@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.
ID: 6914

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:	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
Additional Documents:	Cover Letter
Requested Document Notes:	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
ID:	6831

Attorney - Admitted in Delaware

McClelland Legal Search

Position Type: Full-time

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

Description: Attorney - Admitted in Delaware

Position Type: Full-time, permanent position

Employer Name: Disclosed upon receipt of resume

Job Title: to be determined depending on candidate

Job Description: Our client seeks an attorney, any level, any practice area, that is admitted in Pennsylvania and Delaware

Hiring Criteria: Any practice area, any level, but must be admitted in PA and Delaware. Alternatively, they can be admitted in Delaware and eligible to be admitted in PA via reciprocity, or, if not eligible for reciprocity, then willing to take the PA bar exam.

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: any level

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

Desired Class Level: Graduate/Alumni

Posting Date: October 16, 2020

Expiration Date: March 31, 2021

Contact: Dianne McClelland

Resume Receipt: E-mail

Default email for resumes.: dianne@mcclellandlegalsearch.com

ID: 6393

Bankruptcy Attorney

McClelland Legal Search

Position Type: Full-time

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

Description:

Bankruptcy Attorney :

Position Type: Full-time, permanent position

Employer Name: Disclosed upon receipt of resume

Job Title: Associate Bankruptcy Attorney

Job Description: Ideal candidate will have 2-7 years of bankruptcy experience .

Hiring Criteria: 2-7 years of bankruptcy experience and admitted to practice law in PA

Location: Pittsburgh area

Materials requested: Resume

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

Compensation Details: Compensation determined by experience + bonus potential

Desired years of Experience: 2-7 years of 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: October 8, 2020

Expiration Date: March 30, 2021

Contact: Cynthia McClelland
426 Frick Building 437 Grant Street Pittsburgh, Pennsylvania 15219 United States

Resume Receipt: E-mail

Default email for resumes.: cindy@mcclellandlegalsearch.com

ID: 6337

Law Clerk 2021-2022 Term

NJ Courts (Trenton, NJ)

Position Type: Full-time**Practice Area(s):** All Practice Areas**Geographic Preference:** Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)**Job Location(s):** Newark, New Jersey (United States)
Trenton, New Jersey (United States)
Camden, New Jersey (United States)**Description:**

Court Term: August 25, 2021 through August 31, 2022

Individuals who have served or are currently serving a trial court or Tax Court clerkship may be eligible to serve an additional one-year clerkship in the Appellate Division or Supreme Court.

Start your legal career in a court system recognized as one of the best in the nation and enhance your future career prospects. Professional law clerk positions are available in the New Jersey Judiciary for individuals with strong communication and analytical skills. Supreme Court law clerks work with justices on complex cases involving difficult issues of law. Appellate Division law clerks conduct research, analyze legal data, prepare legal memoranda, process emergent motion applications, and proofread published opinions. Law clerks for assignment judges learn all aspects of court administration and assist with processing emergent motions. Trial court law clerks gain practical experience while gaining valuable insight into the judicial process. Under the direction of one or more judges over the course of the year, trial court law clerks observe judicial proceedings, attend conferences with attorneys and judges, receive training in mediation and mediate small claims cases and summarize information for judges. Tax Court law clerks perform duties similar to those assigned to law clerks in the Appellate Division and trial courts, but do not mediate cases.

As of June 15, 2020, applicants may apply directly to justices or judges through the Judiciary's web-based portal. Applications will not be accepted before that date. Applicants will be contacted directly by the justices or judges for interviews on or after June 22, 2020.

Qualifications: Law clerks must have graduated from a law school approved by the American Bar Association by the time of their law clerk appointment. The Judiciary's law clerkship program is intended for recent law school graduates, which is defined as graduating within the last four years. Selected candidates will be required to provide an official, final law school transcript, not a photocopy, which includes the date of graduation from their law school at the time of hire. Excellent writing and analytical skills are essential.

It is helpful to have completed a course in mediation prior to the start of the clerkship. Under Court Rule, all trial court law clerks who will serve as mediators must first complete the Judiciary sponsored 12-hour mediation training or its equivalent. Applicants selected for clerkships can request a waiver from attending the Judiciary's training program at the start of the court term by providing documentation that confirms that they successfully completed an approved alternative dispute resolution course.

Supplemental Information

Note: Law clerks may hold outside employment with prior approval as provided in the Code of Conduct for Judiciary Employees. The Code is available online at https://www.njcourts.gov/public/assets/access/codeofconduct_hr.pdf?c=O3g

Driver's License: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle is necessary to perform essential duties of the position.

Authorization to Work: US citizenship is not required. Selected candidate must be authorized to work in the US according to Department of Homeland Security, US Citizenship and Immigration Services regulations.

Special Note: Individuals selected for clerkships must agree to a thorough background check, which will include fingerprinting. All data received will be kept in the strictest confidence except to inform the individual of the findings and what action will be taken as a result of this information.

Residency Law: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all persons newly hired by the Judiciary must establish, and then maintain, principal residence in the State of New Jersey. Law clerks are not subject to the residency law during their 53 week term. Additionally, law clerks who serve a second clerkship in a higher court are exempt from the residency requirement. Clerks who anticipate moving into another state position immediately following their clerkship(s)

must be mindful that, upon conclusion of their clerkship term, they will need to be New Jersey residents.

Approximately 480 clerkships are available. Of those, a limited number of clerkships exist for the Supreme Court, Superior Court Appellate Division, Superior Court Assignment Judges, Superior Court Chancery Division in general equity court, and in the Tax Court. Applicants interested in those positions should apply early during the hiring process. Most openings exist in the Superior Court Law Division in civil and criminal court, and Superior Court Chancery Division in family court. For additional information see the Judiciary's website at <https://www.njcourts.gov/public/lawclerks.html>. Minorities, women, individuals with disabilities and other protected class members are encouraged to apply.

The NJ Judiciary requires all applicants to complete the application process fully and as instructed. All applicants must complete the work experience and education sections and attach any required documents. Applications must describe all relevant work experience in detail, beginning with your current or most recent job, including military service (indicate rank), internships and job-related volunteer work, if applicable. Use a separate section to describe each position or gap in employment. Applicants who do not include or enter all relevant education history or work experience or who indicate "see resume" or enter their initials to verify that they do not possess any education history or work experience in lieu of a completed application will not be considered, unless you do not possess any education history or work experience. If you have not fully completed the application or followed the application instructions, return to your application and update any incomplete or missing information before submitting. Only applicants that follow the application instructions and submit completed applications will be considered.

The New Jersey Judiciary consists of: the Supreme Court, the Superior Court including the Appellate Division and the Trial Court of the 15 vicinages in New Jersey, the Tax Court and the Municipal Court System. The Administrative Office of the Courts provides technical assistance, operational support, training, research and development, budget and personnel coordination, and development and operation of information systems for the Courts of New Jersey.

The Judiciary of New Jersey is an Equal Opportunity/Affirmative Action Employer Committed to Ensuring an Open Door to Justice

Desired Class Level: 2L, 3L, LLM, Graduate/Alumni
Posting Date: June 15, 2020
Expiration Date: March 31, 2021
Contact: Kevin Harmon 25 Market Street Trenton, New Jersey 08625 United States
Resume Receipt: Other (see below)
How to Apply: https://www.njcourts.gov/public/lawclerks.html
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 6080

Real Estate Staff Attorney or Senior Attorney (#600)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Minneapolis, Minnesota United States

Job Description:

Dorsey & Whitney LLP is seeking a Real Estate Staff Attorney or Senior Attorney with a minimum of four years of experience to join our Minneapolis 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 loan documents
- Overseeing title and survey reviews and other real estate due diligence

This attorney will join a group of 12 Real Estate attorneys in our Minneapolis office 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:

- Four or more years of commercial real estate attorney experience
- Excellent communication and writing skills
- Top academic credentials
- Minnesota bar admission

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: February 27, 2021

Expiration Date: April 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: <https://www.dorsey.com/careers/attorneys>

Visual ID: 6980

Real Estate Finance Associate - Nationwide

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s):

United States

Sioux Falls, South Dakota United States

Boulder, Colorado United States

Washington, District of Columbia United States

New York, New York United States

Minneapolis, Minnesota United States

Los Angeles, California United States

Salt Lake City, Utah United States

New Jersey United States

Phoenix, Arizona United States

Atlanta, Georgia United States

Denver, Colorado United States

Philadelphia, Pennsylvania United States

Las Vegas, Nevada United States

Baltimore, Maryland United States

Delaware United States

Job Description:

Our real estate finance practice seeks to hire an experienced associate to join our Finance Department in any of our 15 offices nationwide (with a particular interest in candidates open to our Philadelphia, Los Angeles and Denver offices). Qualified candidates should have between 4 - 7 years of commercial real estate finance experience in an Am Law 200 firm and strong academic credentials. Active bar in the location for which you wish to be considered is preferred. This is a great opportunity to become part of our long standing national finance practice which has closed transactions in all 50 states with exposure to both emerging market opportunities, structured finance and preferred equity originations and commercial loan servicing (including non-performing loans). Additionally, the position provides the opportunity to consistently work one-on-one with partners while gaining direct client contact in a collegial environment.

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 Muniz, 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 or agreed to prior to the submission of materials.]

Desired Class Level(s): Graduate/Alumni

Posting Date: February 19, 2021

Expiration Date: March 28, 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=528>

Additional Documents: Unofficial Transcript

Visual ID: 7130

Corporate Associate - Baltimore

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s): Baltimore, Maryland United States

Job Description: Ballard Spahr LLP seeks an associate to join our sophisticated corporate, technology and securities practice, in Baltimore. Qualified candidates will have three or more years of experience in one or more of the following areas: business formation and capitalization, corporate governance, mergers and acquisitions, and securities law, and preferably will have a strong transactional background. Strong academic credentials as well as solid analytical and communication skills are required. Large firm experience is a plus. MD license is preferred but not required to start.

Our Business & Transactions Department has a regional, national, and international practice involving public and private companies, financial institutions, private equity firms, and nonprofit organizations. Our clients are focused across a broad range of industries, including technology, manufacturing and service functions, pharmaceuticals, energy and telecommunications, and include real estate investment trusts, investment companies, sports and other franchises, public utilities, and hospitals and health services providers.

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.

Desired Class Level(s): Graduate/Alumni

Posting Date: February 17, 2021

Expiration Date: March 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/ReApplicantEmail.aspx?Tag=5b67ac54-c905-4b19-afb4-13d3e8c99e77>

Additional Documents: Unofficial Transcript

Visual ID: 6942
