

WVU College of Law

48 Job Postings Selected

Attorney

Jenkins Fenstermaker (Huntington and Clarksburg, WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: Jenkins Fenstermaker, PLLC is seeking associate attorneys for its Clarksburg and Huntington offices. The open positions are in general and energy litigation and attorneys of varied experience levels will be considered. Please submit cover letter and resume to Firm Administrator Stephanie Rigsby at SLR@jenkinsfenstermaker.com.
Desired Class Level: Graduate/Alumni
Posting Date: August 29, 2018
Expiration Date: January 1, 2019
Contact: Stephanie Rigsby Firm Administrator 325 8th St. Huntington, WV 25701 Huntington, West Virginia 25701 https://www.jenkinsfenstermaker.com/
Resume Receipt: E-mail
Default email for resumes.: SLR@jenkinsfenstermaker.com
Additional Documents: Cover Letter
ID: 3676

Staff Attorney

Position Type: Full-time	
Geographic Preference: Southeast (NC, SC, GA, FL, MS, AL, TN)	
Description:	* Job Title: STAFF ATTORNEY
	* Details
	* Employer: North Mississippi Rural Legal Services
	* Location: Gulfport - MS
	* Employment Type: Law Firm
	* Practice Area: Other
	* Salary:
	* Type of Job: Full Time
	* Anticipated Job Start Date:
*	Description:
	The MISSISSIPPI CENTER FOR LEGAL SERVICES CORPORATION (MCLSC) is seeking a
	Staff Attorney
	for its Gulfport branch offices.
	Qualifications
	Must be licensed to practice law in the state of Mississippi.
	Responsibilities
	Provide legal representation to clients in Family, Housing, Consumer, Income Maintenance and other civil matters.

Salary/Fringe Benefits

Salary depending on experience; excellent fringe benefits.

Opening/Closing dates

Open until filled.

Application

Send resume, writing sample, and three (3) letters of reference to:

Sam H. Buchanan, Jr., Executive Director
Mississippi Center for Legal Services Corporation
P. O. Drawer 1728
Hattiesburg, MS 39403
(601) 545-2950, ext. 2616

Or e-mail to: shbuchanan@mslegalservices.org

MCLSC IS AN EQUAL OPPORTUNITY EMPLOYER

* Application Methods:

* <http://nmrls.com/staff-attorney-gport/>

Desired Class Level: Graduate/Alumni
Posting Date: August 29, 2018
Expiration Date: September 30, 2018
Resume Receipt: E-mail
Additional Documents: Writing Sample
ID: 3677

Staff Attorney

Position Type: Full-time	
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)	
Description:	* Job Title: Environmental Justice Staff Attorney
	* Details
	* Employer: Chesapeake Bay Foundation
	* Location: Annapolis - MD
	* Employment Type: Government
	* Practice Area: Other
	* Salary:
	* Type of Job: Full Time
	* Anticipated Job Start Date:
*	Description:

The Chesapeake Bay Foundation seeks an Environmental Justice Staff Attorney be based at their Philip Merrill Environmental Center headquarters located in Annapolis, MD.

THE CHESAPEAKE BAY FOUNDATION

Established in 1967, the Chesapeake Bay Foundation (CBF) is the largest regional nonprofit conservation organization dedicated to saving the Chesapeake Bay, its rivers and streams, and the wildlife that call it home through education, advocacy, litigation, and restoration. Since 2010, CBF has engaged in a focused effort to defend and implement the Chesapeake Clean Water Blueprint, a binding federal and state collaborative agreement aimed at reducing pollution to the science-based, legally-affirmed levels established by the U.S. Environmental Protection Agency (EPA). The Blueprint is expected to be fully implemented by 2025. If the states and the federal government achieve Blueprint goals, the Bay will finally—after decades of failed efforts—be removed from the Clean Water Act’s impaired waters list. Successfully implementing the Blueprint depends on a well-informed, engaged, active, and diverse constituency of members, advocates, and volunteers who speak up and take action to save the Bay.

CBF has a staff of approximately 190 employees working in offices in Annapolis, Maryland; Richmond and Virginia Beach, Virginia; Harrisburg, Pennsylvania; and Washington, D.C. as well as 15 field education program locations. Our staff and volunteer corps work throughout the region educating students and adults, advocating for

clean water policies, restoring waterways, and litigating when necessary.

CBF's headquarters office in Annapolis, Maryland is the Philip Merrill Environmental Center, the world's first U.S. Green Build Council's LEED platinum building. In 2014, CBF opened the Brock Environmental Center—one of the world's most energy efficient, environmentally smart buildings—in Virginia Beach, Virginia.

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

CONTEXT OF THE POSITION

The purpose of the Environmental Justice Staff Attorney is to continue CBF's environmental justice initiative as it relates to furthering the goals of a healthier and cleaner Bay. This position has overlapping responsibilities both as an advocate developing relationships with people in under-represented communities and as an attorney identifying and asserting legal arguments on behalf of these communities. Now in its second year, the attorney will play a significant role in continuing the implementation of this position, which is designed to defend the right of all people to a healthy environment. The attorney will focus on communities within the Chesapeake Bay watershed that bear a disproportionate share of pollution that harms the health of residents and impact the state of the Chesapeake Bay. As a legal advisor, the attorney will work together with community groups, non-profit organizations, and State officials to advance CBF's mission. The attorney will review all projects the Litigation Department considers, determine if they contain an environmental justice component, and make an appropriate recommendation to the team.

Essential functions include:

- * Within the context of CBF's Chesapeake Bay Blueprint goals, focus on securing relief from air pollution, water pollution, hazardous waste sites, and other hazards that negatively impact the environment and health of under-represented communities.
- * Work with CBF's Environmental Protection and Restoration department and other departments to coordinate outreach programs.
- * Work closely with the Vice President of Litigation to investigate, develop, and litigate cases.
- * Review all projects the Litigation Department considers and determine if there is an Environmental Justice component to them.
- * Participate in policy and media advocacy on environmental justice matters.
- * Engage in a wide range of tasks involved in complex litigation, including, where appropriate, factual investigation, legal research, discovery, briefing, witness preparation, and oral advocacy.
- * Work directly with community members educating them about the environmental conditions of their neighborhoods and empowering them to fight for better environmental conditions.

PROFESSIONAL EXPERIENCE AND QUALIFICATIONS

- * Licensed and eligible to practice law in one of the watershed states.
- * 0-5 years litigation or related experience.

- Bay.
- * Excellent research, analytic, writing and communication skills.
 - * Strong work ethic, initiative, sound judgment and creativity.
 - * Experience working on behalf of under-represented communities or individuals
 - * Strong desire to fight for the right of all to a healthy environment and a cleaner Chesapeake Bay.
 - * Ability to work well in a team-oriented atmosphere.
 - * Commitment to public interest work and a passion for the role of CBF and its mission.

To apply, please send resume, cover letter and salary requirements through job posting on CBF website no later than September 7, 2018.

CBF offers a comprehensive benefits package to include: 20 vacation days, 10 sick days, health, vision, dental, life insurance, and a tax deferred annuity plan. The Chesapeake Bay Foundation is an Equal Opportunity Employer.

* Application Methods:

<https://jobs.localjobnetwork.com/job/detail/33465584/Environmental-Justice-Staff-Attorney>

Desired Class Level: Graduate/Alumni
Posting Date: August 29, 2018
Expiration Date: September 30, 2018
Resume Receipt: E-mail
Additional Documents: Cover Letter

Assistant Public Defender

Office of the Public Defender/Beckley, WV (Beckley, West Virginia) Tenth Judicial Court

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Assistant Public Defender for the Tenth Judicial Circuit in Beckley, West Virginia with the following responsibilities:</p> <p>Criminal defense representation, felony and misdemeanor, appeal work before the West Virginia Supreme Court of Appeals, juvenile cases, Writ of Habeas Corpus, Abuse and Neglect cases, Extradition, Parole and Probation violations.</p> <p>Such position provides invaluable trial and appellate experience with immediate responsibility. The salary is negotiable depending upon experience; benefits included. We are looking either for the law graduate or an attorney with criminal defense experience. Resumes must be postmarked no later than September 14, 2018.</p> <p>Please send resumes, references and telephone numbers immediately. Thank you for your assistance in this matter. ALL LETTERS AND RESUMES NEED TO STATE THAT APPLICATION IS FOR THE ASSISTANT PUBLIC DEFENDER POSITION.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	August 28, 2018
Expiration Date:	September 14, 2018
Contact:	Mr. Joseph A. Noggy Chief Public Defender
Resume Receipt:	E-mail
Default email for resumes.:	info@raleighdefender.org
ID:	3674

Finberg Fellowship in Human Rights 2019-2020
Human Rights Watch

Position Type: Fellowship	
Description: <p>Established in memory of Alan R. and Barbara D. Finberg, early supporters of Human Rights Watch (HRW), this fellowship is open to candidates who hold an advanced (graduate) degree or have a degree granted by June 2019 in the fields of law, journalism, international relations, area studies, or other relevant disciplines from universities worldwide. Candidates with LL.B. degrees or advanced degrees in other relevant disciplines may also be considered.</p> <p>Human Rights Watch is strengthened profoundly by the diversity of our staff and our differences in background, culture, experience, national origin, religion, sexual orientation, and more. We actively seek and welcome applications from people of diverse racial and ethnic backgrounds, women, LGBTI persons, and persons with disabilities.</p> <p>JOB DESCRIPTION:</p> <p>Fellows typically work full-time for one year in Human Rights Watch’s New York or Washington, D.C. office. In some instances, other locations may be considered. The fellowship begins in September 2019.</p> <p>Fellows monitor human rights developments in various countries, conduct on-site investigations, draft reports on human rights conditions, and engage in advocacy and media outreach aimed at publicizing and curtailing human rights violations.</p> <p>Past fellows have conducted research and advocacy on numerous different issues in countries all over the world. Examples include projects on: police corruption and access to justice in Liberia; accessibility for people with disabilities in Russia; youth in solitary confinement in US prisons; hazardous child labor in artisanal gold mining in Tanzania; and police abuse of gay men in Kyrgyzstan.</p> <p>Education: An advanced (graduate) degree in the fields of law, journalism, international relations, area studies, or other relevant disciplines is required. LL.Ms are also eligible. LL.B. degrees or advanced degrees in other relevant disciplines may also be considered. Experience: Prior research experience, including experience conducting interviews, ideally in the context of human rights research, is required. Related Skills and Knowledge: 1. Demonstrated strong background in international human rights and commitment to building a career in human rights are required. 2. Excellent oral and written communications skills in English are required. 3. Proficiency in another language in addition to English is strongly desired, as is familiarity with countries or regions where serious human rights violations occur. 4. Self-motivation, ability to multi-task effectively, including having good planning and organizing skills and ability to work under pressure are required. 5. Strong initiative and follow-through, exceptional analytical skills, the capacity to think creatively and strategically, excellent editing skills, perseverance and flexibility while maintaining HRW’s high methodological standards are required. 6. Strong interpersonal skills to work collaboratively within HRW, as well as with external partners, are required. 7. Ability to make sound decisions consistent with functions is required. Application Deadline: Please apply immediately or by 11:59 PM ET on October 5, 2018 by visiting our online job portal at https://bit.ly/2wdYBvM and attaching a CV/resume, letter of interest, and a brief writing sample (unedited by others), preferably altogether as one PDF file. No calls or email inquiries, please. Only complete applications will be reviewed. Due to the large number of applications, only shortlisted candidates will be contacted further. Please note that only shortlisted candidates will be contacted to submit the following: two letters of recommendation and an official law or graduate school transcript. Applicants must be available for interviews in New York from late November to mid-December 2018.</p>	
Desired Class Level: 3L, Graduate/Alumni	
Posting Date: August 28, 2018	
Expiration Date: October 4, 2018	
Contact: Grace Song 350 Fifth Avenue 34th floor New York, New York 10118-3299 United States	
Resume Receipt: Other (see below)	
How to Apply: https://recruiting.ultipro.com/HUM1004HRW/JobBoard/1f3f0ff9-99fb-4df2-8d3b-d832e12107eb/OpportunityDetail?opportunityId=99d350b4-12e8-4d6a-84c4-2f2ffa58d19f	
Additional Documents: Cover Letter, Writing Sample	
ID: 3673	

LAW CLERK, requisition #1446
Kentucky Department of Public Advocacy (Kentucky)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Advertisement Closes 8/31/2018 (8:00 PM EST) 18-000001446 Law Clerk Pay Grade11Salary\$35,080.56 Employment Type EXECUTIVE BRANCH FULL TIME ELIGIBLE FOR OVERTIME PAY 18A 37.5 HR/WK Hiring Agency Justice & Public Safety Cabinet Department of Public Advocacy Location 1100 S Main Street, Suite 22 Hopkinsville, KY 42240 USA Description The Kentucky Department of Public Advocacy (DPA) is nationally recognized as a model state-wide public defender system with an exceptional training and education program. Our defense teams ensure the criminal justice process is fair, results are just, and individual liberties are protected.</p> <p>We are hiring a Clerk to assist the criminal defense team in the Hopkinsville trial office. Kentucky DPA looks for individuals who have demonstrated a desire to help the underprivileged and often the most vulnerable in their communities.</p> <p>The ideal candidate recently completed all coursework at an ABA accredited law school to receive a JD degree and plans to take the next available bar exam or has recently received their license to practice law. This individual exhibits exceptional planning / organizational skills, is self-directed and also comfortable working with their defense team which includes attorneys, investigators, alternative sentencing workers and office administrative staff. We seek to hire persons who understand it is a privilege to represent our clients and we do so on behalf of the people of Kentucky.</p> <p>Responsibilities include, but are not limited to, the following: Clerks assist attorneys representing indigent defendants by providing support such as legal research and writing, interviewing clients and other duties as required. Duties are performed primarily in both office and courtroom settings. Travel is required. Minimum Requirements EDUCATION: Graduate of a college or university with a bachelor's degree and a minor in paralegal studies OR completion of a two-year program in paralegal studies OR completion of twenty-four semester hours at an American Bar Association accredited law school.</p> <p>EXPERIENCE, TRAINING, OR SKILLS: NONE</p> <p>Substitute EDUCATION for EXPERIENCE: NONE</p> <p>Substitute EXPERIENCE for EDUCATION: Experience as a paralegal or legal secretary will substitute for the required two-year paralegal studies program on a year-for-year basis.</p> <p>SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.): NONE Working Condition Incumbents working in this job title primarily perform duties in an office setting. Minimal travel may be required. Probationary Period This job has an initial and promotional probationary period of 6 months. For additional information refer to: http://www.lrc.ky.gov/kar/101/001/325.pdf If you have questions about this advertisement, please contact Eric Stovall at Eric.Stovall@ky.gov or 833-254-2464. An Equal Opportunity Employer M/F/D Personnel Cabinet</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	August 28, 2018
Expiration Date:	August 31, 2018
Contact:	Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States
Resume Receipt:	E-mail

Default email for resumes.: Patti.Heying@ky.gov

ID: 3669

LAW CLERK, requisition #1458
Kentucky Department of Public Advocacy (Kentucky)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Advertisement Closes 8/31/2018 (8:00 PM EST) 18-000001458 Law Clerk Pay Grade11Salary\$35,080.56 Employment Type EXECUTIVE BRANCH FULL TIME ELIGIBLE FOR OVERTIME PAY 18A 37.5 HR/WK Hiring Agency Justice & Public Safety Cabinet Department of Public Advocacy Location 920 Frederica Street Suite 1006 Owensboro KY 42301 USA Description The Kentucky Department of Public Advocacy (DPA) is nationally recognized as a model state-wide public defender system with an exceptional training and education program. Our defense teams ensure the criminal justice process is fair, results are just, and individual liberties are protected.</p> <p>We are hiring a Clerk to assist the criminal defense team in the Owensboro trial office. Kentucky DPA looks for individuals who have demonstrated a desire to help the underprivileged and often the most vulnerable in their communities.</p> <p>The ideal candidate recently completed all coursework at an ABA accredited law school to receive a JD degree and plans to take the next available bar exam or has recently received their license to practice law. This individual exhibits exceptional planning / organizational skills, is self-directed and also comfortable working with their defense team which includes attorneys, investigators, alternative sentencing workers and office administrative staff. We seek to hire persons who understand it is a privilege to represent our clients and we do so on behalf of the people of Kentucky.</p> <p>Responsibilities include, but are not limited to, the following: Clerks assist attorneys representing indigent defendants by providing support such as legal research and writing, interviewing clients and other duties as required. Duties are performed primarily in both office and courtroom settings. Travel is required. Minimum Requirements EDUCATION: Graduate of a college or university with a bachelor's degree and a minor in paralegal studies OR completion of a two-year program in paralegal studies OR completion of twenty-four semester hours at an American Bar Association accredited law school.</p> <p>EXPERIENCE, TRAINING, OR SKILLS: NONE</p> <p>Substitute EDUCATION for EXPERIENCE: NONE</p> <p>Substitute EXPERIENCE for EDUCATION: Experience as a paralegal or legal secretary will substitute for the required two-year paralegal studies program on a year-for-year basis.</p> <p>SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.): NONE Working Condition Incumbents working in this job title primarily perform duties in an office setting. Minimal travel may be required. Probationary Period This job has an initial and promotional probationary period of 6 months. For additional information refer to: http://www.lrc.ky.gov/kar/101/001/325.pdf If you have questions about this advertisement, please contact Leigh Jackson at leigha.jackson@ky.gov or 833-514-8980. An Equal Opportunity Employer M/F/D Personnel Cabinet</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	August 28, 2018
Expiration Date:	August 31, 2018
Contact:	Patti Heying Recruiter 5 Mill Creek Park Frankfort, Kentucky 40601 United States
Resume Receipt:	E-mail

Default email for resumes.: Patti.Heying@ky.gov
ID: 3672

Associate Attorney

Position Type: Full-time

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

Description:	*	Job Title: Associate Attorney
	*	Details
	*	Employer: Stern & Eisenberg
	*	Location: Baltimore - MD
	*	Employment Type: Law Firm
	*	Practice Area: Other
	*	Salary:
	*	Type of Job: Full Time
	*	Anticipated Job Start Date:
	*	Description:

Stern & Eisenberg a multistate law firm is currently seeking an experienced Attorney to join our office in Dulles, VA or Baltimore, MD. The ideal candidate will be licensed in DC and VA for at least 3 years and have experience in real estate, title, litigation, bankruptcy and creditor’s rights. Multiple licenses preferred.

We offer competitive salaries, excellent benefits, including matching 401K.

Please submit your resume if you meet the following qualifications:

- | | | |
|----------|---|--|
| | * | Bar Admission, active and in good standing in DC and VA. |
| | * | Minimum 3 years of experience in real estate, title, and litigation. |
| | * | Experience with bankruptcy and creditor right’s firms preferred. |
| clients. | * | Outstanding written and oral communication skills to communicate with other attorneys, staff and |
| | * | 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

Desired Class Level: Graduate/Alumni
Posting Date: August 23, 2018
Expiration Date: September 22, 2018
Resume Receipt: Other (see below)
How to Apply: https://www.appone.com/maininfoeq.asp?Ad=353427&R_ID=2113181&Refer=&B_ID=91
ID: 3655

Associate Opportunities - Business Law and Asbestos Defense Litigation

Robinson & McElwee PLLC (Charleston, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Robinson & McElwee PLLC is seeking two associate lawyers who are looking to gain experience with seasoned and accomplished lawyers and who are interested in opportunities for personal growth and career progression. We are seeking two associate lawyers, one with 2-5 years of experience who possesses quality writing skills to join our Business Law Department and an associate with 1-3 years of experience to join our asbestos defense litigation team. Both positions are based in the Charleston, West Virginia office.</p> <p>Primarily a corporate defense firm, Robinson & McElwee represents a wide variety of clients ranging from large corporations to local family owned businesses. Robinson & McElwee offers a competitive salary combined with a comprehensive benefits package including Medical Insurance, Vision Insurance, Dental Insurance, Life Insurance, 401k, and Short and Long term disability.</p> <p>Successful candidates will possess excellent written and oral communication skills, including the ability to think on your feet and respond appropriately. Along with those skills, the ability to reason and influence through written and oral communication skills will serve candidates well in these positions. Candidates should be able to work independently as well as with a team. Additionally, candidates must demonstrate a commitment to business development and be willing to be involved in the community and regional industry groups. Candidates must possess an active West Virginia Bar License with 2-5 years of experience.</p> <p>Robinson & McElwee PLLC is an Equal Opportunity Employer.</p> <p>For more than a quarter century Robinson & McElwee has provided clients with excellent legal counsel and representation. We are proud of our reputation as one of West Virginia's premier law firms. Founded in 1983, Robinson & McElwee opened its doors with seven partners and 12 associates in Charleston, West Virginia. Since its inception, the firm has grown to over 40 attorneys, including 23 members. In addition to the firm's main office in Charleston, Robinson & McElwee serves clients with offices in Clarksburg, West Virginia, Wheeling, West Virginia, and Alliance, Ohio.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	August 23, 2018
Expiration Date:	September 22, 2018
Contact:	Ms. Domicka L Max Firm Administrator 700 Virginia Street East, Suite 400 Charleston, West Virginia 25301 United States http://www.ramlaw.com
Resume Receipt:	E-mail
Default email for resumes.:	dm@ramlaw.com
How to Apply:	http://www.ramlaw.com
Additional Documents:	Cover Letter
ID:	3654

Naturalization ATTORNEY POSITION, Seattle, WA
Northwest Immigrant Rights Project

Position Type: Full-time
Geographic Preference: Pacific Northwest (WA, OR, ID)
Description: <div><p>NATURALIZATION ATTORNEY POSITION</p><p>https://nwirp.org/jobs</p><p>SUMMARY</p><p>Northwest Immigrant Rights Project (NWIRP) seeks a full-time bilingual staff attorney to work with individuals in the naturalization and citizenship unit in Seattle, Washington.</p><p>The attorney will provide direct representation to naturalization applicants before U.S. Citizenship and Immigration Services (USCIS). The attorney will manage a high-volume workload with complex legal issues, including criminal immigration analysis. The attorney may also be assigned work relating to other immigration matters.</p><p>REPORTS TO</p><p>Supervising Attorney – Naturalization and Citizenship Unit</p><p>RESPONSIBILITIES</p><ul style="list-style-type: none">• Provide direct representation to clients submitting affirmative naturalization applications with USCIS, including attending naturalization interviews and appeal hearings• Provide direct representation to clients referred from USCIS to Immigration Court in immigration removal proceedings and appeals before the Board of Immigration Appeals (BIA)• Conduct analysis on complex legal issues affecting naturalization cases, including consequences of criminal arrests and convictions• Perform related administrative tasks including grant reporting and other requirements• Maintain a working knowledge of significant policies, laws, and trends in immigration law, particularly as it impacts low-income immigrants and those impacted by the criminal justice system• Engage in outreach and community education in the area of immigrant rights• Provide support to other NWIRP staff on cases• Participate in NWIRP's development efforts• Perform other tasks as required and directed by supervisory staff<p>PROFESSIONAL QUALIFICATIONS, EXPERIENCE, AND ATTRIBUTES</p><ul style="list-style-type: none">• Law degree• Admission to the bar of any state in the U.S., awaiting bar results, or ability to take next available bar exam• Ability to represent clients in a language other than English• Demonstrated commitment to advancing and defending immigrant rights and willingness to support NWIRP's mission, vision, and values• Demonstrated commitment to immigrant rights• Excellent writing, communication, interpersonal, and organizational skills</div>

- Commitment to working in a diverse working environment
- Strong ability to work independently
- Proficiency in use of web-based software, MS Word, MS Access, and MS Excel

Salary is dependent on experience. Beginning salary is \$58,232 for attorney admitted to practice. NWIRP offers a generous benefits package, including 100% of premiums for excellent health, vision and dental plans; 3% employer retirement contributions; disability/life/AD&D coverage, paid vacation and health-related leave; subsidized transit pass; position-related travel reimbursement; bar dues; extensive training. This is a full-time position covered by a collective bargaining agreement.

APPLICATION INSTRUCTIONS

Send letter of interest, resume, three references, and a writing sample to: staffattorneyposition@nwirp.org with the subject "NATZ Attorney Application – NAME".

Applications will be accepted until the position is filled, at which time the job posting will be removed from our website, <https://nwirp.org/jobs>.

Northwest Immigrant Rights Project (NWIRP) is an equal opportunity employer committed to diversity.

We believe that having a Board, Staff, and Volunteer base with diverse personal and professional backgrounds enhances our ability to meet our mission and creates a vibrant environment where all members of the NWIRP community thrive. We strongly encourage applications from people of color, immigrants, women, people with disabilities, members of the LGBT community, and other underrepresented and historically marginalized groups.

It is the policy of NWIRP to comply with all applicable federal, state, and local laws prohibiting employment discrimination. NWIRP is committed to providing a work environment free from discrimination and harassment. NWIRP does not discriminate on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental, or physical disability.

Desired Class Level:	Graduate/Alumni
Posting Date:	August 23, 2018
Expiration Date:	September 29, 2018
Contact:	Human Resources 615 2nd Avenue Seattle, Washington 98104 United States
Resume Receipt:	Other (see below)
How to Apply:	Send letter of interest, resume, three references, and a writing sample to: staffattorneyposition@nwirp.org with the subject "NATZ Attorney Application – NAME".
Applications will be accepted until the position is filled, at which time the job posting will be removed from our website, https://nwirp.org/jobs .	
Additional Documents:	Cover Letter, Other Documents
ID:	3657

Staff Attorney
Legal Aid Society (Louisville, KY)

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

Description:
BARGAINING UNIT POSITION DESCRIPTION

STAFF ATTORNEY

Purpose of Job: To provide uniform, high quality advocacy for low-income clients in all forums, including the courts, administrative agencies, and community outreach initiatives.

Work Environment: Work performed in the office setting, in the courts, in administrative agencies and in the community.

Reports to Advocacy Director or other designated manager.

Essential Job Functions:

1. Provide legal representation through the policies and practices consistent with professional standards for the delivery of civil legal services to the poor and consistent with any requirement of Legal Services Corporation and all other funding sources or program policies.
2. Maintain accurate and complete files or records. Prepare reports and timely complete forms and records necessary for client services or administrative tasks related to job.
3. Interact with clients and staff and service providers professionally and appropriately. Establish and maintain rapport with clients to obtain accurate information and to establish trust. Work with other staff on client services or other program tasks in a collegial and cooperative nature. Develop and nurture good relations with service providers who make referrals or otherwise coordinate with the program.
4. Work with supervisor to develop plan for advocacy work within program priorities and funding to define balance between impact work and service work, as well as community education and other outreach.
5. Work with supervisor to identify individual training needs and develop strategies with case supervisor to address those needs.
6. Attend and actively participate in planning meetings, trainings and task forces, as well as office meetings.
7. Occasional night and weekend work hours; some local and out of town travel.

Qualifications:

1. Must have demonstrable commitment to understanding and addressing issues of low-income constituents.
2. Must have J.D. and be admitted to practice in Kentucky and in good standing or must be eligible for admission to the Kentucky Bar under Kentucky Supreme Court Rule 2.112 if admitted to practice in another state.
3. Must have skills to use office technologies, including case management software.
4. Must be able to balance administrative and client advocacy responsibilities.
5. Must be able to operate a motor vehicle, hold a valid driver's license, and be able to be insured under

the Legal Aid Society auto insurance policy.

Physical Requirements:

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, controls or equipment; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, color vision, and the ability to adjust focus.

The physical demands described above are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Other:

The statements contained in this job description reflect general details necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or to otherwise balance the workload.

Interested applicants should send a cover letter, resume, and three references to Meagen Peden Agnew at the Legal Aid Society (416 W. Muhammad Ali Blvd., Suite 300, Louisville, KY 40202) or to magnew@laslou.org.

Legal Aid Society is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual

Desired Class Level:	Graduate/Alumni
Posting Date:	August 23, 2018
Expiration Date:	September 28, 2018
Contact:	Andrea Doyle Executive Assistant 416 W. Muhammad Ali Blvd. Suite 300 Louisville, Kentucky 40202 United States
Resume Receipt:	E-mail
Default email for resumes.:	adoyle@laslou.org
Additional Documents:	Cover Letter
ID:	3652

Staff Attorney
Legal Aid Society (Louisville, KY)

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

Description:

BARGAINING UNIT POSITION DESCRIPTION

STAFF ATTORNEY

Purpose of Job: To provide uniform, high quality advocacy for low-income clients in all forums, including the courts, administrative agencies, and community outreach initiatives.

Work Environment: Work performed in the office setting, in the courts, in administrative agencies and in the community.

Reports to Advocacy Director or other designated manager.

Essential Job Functions:

1. Provide legal representation through the policies and practices consistent with professional standards for the delivery of civil legal services to the poor and consistent with any requirement of Legal Services Corporation and all other funding sources or program policies.
2. Maintain accurate and complete files or records. Prepare reports and timely complete forms and records necessary for client services or administrative tasks related to job.
3. Interact with clients and staff and service providers professionally and appropriately. Establish and maintain rapport with clients to obtain accurate information and to establish trust. Work with other staff on client services or other program tasks in a collegial and cooperative nature. Develop and nurture good relations with service providers who make referrals or otherwise coordinate with the program.
4. Work with supervisor to develop plan for advocacy work within program priorities and funding to define balance between impact work and service work, as well as community education and other outreach.
5. Work with supervisor to identify individual training needs and develop strategies with case supervisor to address those needs.
6. Attend and actively participate in planning meetings, trainings and task forces, as well as office meetings.
7. Occasional night and weekend work hours; some local and out of town travel.

Qualifications:

1. Must have demonstrable commitment to understanding and addressing issues of low-income constituents.
2. Must have J.D. and be admitted to practice in Kentucky and in good standing or must be eligible for admission to the Kentucky Bar under Kentucky Supreme Court Rule 2.112 if admitted to practice in another state.
3. Must have skills to use office technologies, including case management software.
4. Must be able to balance administrative and client advocacy responsibilities.
5. Must be able to operate a motor vehicle, hold a valid driver's license, and be able to be insured under

the Legal Aid Society auto insurance policy.

Physical Requirements:

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, controls or equipment; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, color vision, and the ability to adjust focus.

The physical demands described above are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Other:

The statements contained in this job description reflect general details necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or to otherwise balance the workload.

Interested applicants should send a cover letter, resume, and three references to Meagen Peden Agnew at the Legal Aid Society (416 W. Muhammad Ali Blvd., Suite 300, Louisville, KY 40202) or to magnew@laslou.org.

Legal Aid Society is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability, or veteran status.

Desired Class Level:	Graduate/Alumni
Posting Date:	August 23, 2018
Expiration Date:	September 28, 2018
Contact:	Andrea Doyle Executive Assistant 416 W. Muhammad Ali Blvd. Suite 300 Louisville, Kentucky 40202 United States
Resume Receipt:	E-mail
Default email for resumes.:	adoyle@laslou.org
Additional Documents:	Cover Letter
ID:	3653

Staff Attorney 1

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Job Title:	Staff Attorney 1
*	Details
*	Employer: Penn State University
*	Location: University Park - PA
*	Employment Type: Education
*	Practice Area: Other
*	Salary:
*	Type of Job: Full Time
*	Anticipated Job Start Date:
*	Description:
Student Legal Services is seeking a Staff Attorney to assist in providing students at University Park with legal services. The Staff Attorney will provide advice, representation and referrals to students in a variety of legal matters including, but not limited to: criminal summary and misdemeanor offenses, landlord-tenant disputes, contract issues and consumer issues. Representation will generally only be provided within Centre County. Responsibilities include the preparation of informational brochures and learning modules as well as the presentation of written and oral educational outreach materials at programs such as the Housing Fair, New Student Orientation and Parents and Families Weekend. Typically requires a J.D. or L.L.B. from an ABA-accredited law school or higher, or an equivalent combination of education and experience. Additional years of related experience and license to practice law in Pennsylvania preferred. Criminal law, civil litigation, business law, or immigration law experience is a plus. This is a fixed-term appointment funded from date of hire through June 30, 2019 with an excellent possibility of re-funding.	
Desired Class Level: Graduate/Alumni	
Posting Date: August 23, 2018	
Expiration Date: August 29, 2018	
Resume Receipt: Other (see below)	
How to Apply: https://psu.jobs/job/82524	
ID: 3656	

Civil Staff Attorney - Appeals Court

Position Type: Full-time

Description:

Trial Courts of Massachusetts is interested in your students! Below are the details of the job.

Job Title: Civil Staff Attorney - Appeals Court

Details

Employer: Trial Courts of Massachusetts

Location: Boston - MA

Employment Type: Government

Practice Area: Government Regulation

Salary:

Type of Job: Full Time

Anticipated Job Start Date:

Description:

NOTES

Annual Starting Salary : \$87,323.26 per collective bargaining agreement, O.P.E.I.U. Local 6.

Commercial, Business, and/or Insurance Experience Required

MISSION STATEMENT OF THE MASSACHUSETTS TRIAL COURT

The Massachusetts Appeals Court is committed to doing justice under the law by rendering thoughtful, well-reasoned appellate decisions in a timely and efficient manner, treating all those who come before the court fairly and impartially.

ORGANIZATIONAL PROFILE:

<https://www.mass.gov/orgs/appeals-court>

POSITION SUMMARY

Staff attorneys work on a variety of legal assignments for the Justices of the Appeals Court. Principal assignments include assisting in the writing and editing of outgoing decisions, screening incoming civil cases, and preparation of legal memoranda on selected civil cases. Commercial, business, and/ or insurance experience is required for this position, as this staff attorney will be expected to have expertise in these areas and concentrate on writing for the court in these areas. The court is looking for an experienced commercial, business, and/or insurance litigator or in-house counsel with demonstrated research and writing skills. All staff attorneys, however, may be asked to work in additional areas depending on the court's needs. (see supervision section below)

SUPERVISION RECEIVED:

Work is performed under the general direction of the Chief Staff Attorney or the Chief Justice or his designee.

JOB COMPETENCIES

All applicants must be able, through the interview process, to demonstrate knowledge and understanding of the following areas:

Ethics and Values

Communicates and demonstrates the ethics and values of the Appeals Court.

Mission

Understands, upholds, and communicates the Appeals Court mission.

Applied Knowledge

Understanding of legal research, able to prepare legal memoranda and other documents, contribute to the development and implementation of court rules and policies.

Problem Solving

Accurately identifies and addresses legal issues and suggest resolutions.

Continuous Learning

Demonstrates a commitment to continuously improve him or herself through professional development.

Commitment to Diversity

Promotes an environment of diversity through understanding, respect, and positive communication with persons of varied racial, ethnic, economic, and cultural backgrounds.

Customer Service

Fosters a departmental environment emphasizing conduct that is courteous and professional toward both Appeals Court employees and the public.

Collaboration

Works with others cooperatively, and promotes teamwork, contributing to a work environment that focuses on shared departmental goals.

POSITION REQUIREMENTS

- Assists in drafting opinions and dispositive orders
- Edits outgoing opinions and dispositive orders
- Screens incoming briefs and records in civil cases
- Prepares legal memoranda on selected civil cases
- Performs specific legal and consultative work assigned by the Justices
- Performs other related work as required

REQUIRED EXPERIENCE AND EDUCATION:

Thorough knowledge of Massachusetts state commercial, business, and/or insurance law and rules of civil procedure required

Working knowledge of trial court procedure is preferred
Ability to assist in drafting and editing legal documents pursuant to technical and substantive guidelines
Working knowledge of appellate court jurisdiction and procedure
Working knowledge of major areas of commercial, business, and/or insurance law
Ability to analyze, appraise and organize facts and precedent
Ability to organize research materials and to work independently without direct supervision
Ability to meet deadlines
Ability to communicate clearly and precisely, verbally and in writing
Ability to work well with others, including judges, law clerks, and staff
Graduation from an accredited law school
Membership in the Massachusetts bar
Minimum of five years of legal experience in the field of commercial, business, or insurance law after law school graduation
Superior research and writing skills
Previous writing and editing experience in the field of commercial, business, or insurance preferred
Computer and technical skills
OTHER
Special Notes:

Staff attorneys are not permitted to engage in the practice of law.
By statute, employees of the Massachusetts courts must be Massachusetts residents.
This is a union position and is covered by a collective bargaining agreement with O.P.E.I.U., Local 6.
Commercial, business, and/ or insurance experience required.
If you are not currently viewing this posting online, please visit the Judicial Branch website at www.mass.gov/courts/jobs to

apply for this Appeals Court position. Applications are submitted electronically. Paper applications will not be accepted.
Employment is contingent upon passage of a criminal record check.

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYEE

Desired Class Level: Graduate/Alumni
Posting Date: August 22, 2018
Expiration Date: September 18, 2018
Resume Receipt: Other (see below)
How to Apply: https://careers-trialcourtsofmass.icims.com/jobs/3886/civil-staff-attorney---appeals-court/job
ID: 3650

Staff Attorney 2/Chief Counsel 1

Position Type:	Full-time
Geographic Preference:	Mid-Atlantic (DE, MD, DC, VA)
Description:	<p>Job Title: Staff Attorney 2/Chief Counsel 1</p> <p>Details</p> <p>Employer: American Bar Association (ABA)</p> <p>Location: Washington - DC</p> <p>Employment Type: Law Firm</p> <p>Practice Area: Government Regulation</p> <p>Salary:</p> <p>Type of Job: Full Time</p> <p>Anticipated Job Start Date:</p> <p>Description:</p> <p>Staff Attorney -2/Chief Counsel</p> <p>Center for Human Rights - Justice Defenders</p> <p>RE12235</p> <p>Exempt</p> <p>Hiring Salary: \$68,900-\$76,940</p> <p>The American Bar Association (ABA) Center for Human Rights is seeking an experienced Staff Attorney to lead a regional division of the Justice Defenders Program. Candidates with substantial experience living and working internationally (preferably in Asia or Africa) are encouraged to apply. All applicants must have authorization to work in the United States. The ABA does not sponsor visas. Language skills preferred.</p> <p>Background</p> <p>The Justice Defenders Program provides pro bono legal assistance to human rights advocates working in difficult environments and vulnerable circumstances by:</p> <p>Advising on, and raising public awareness of, sensitive trials and cases;</p> <p>Connecting pro bono lawyers with requisite expertise with local lawyers to provide advice on international law standards, share best practices, and assist in developing advocacy and litigation strategies; and</p> <p>Observing trials that have garnered local, regional, or international attention and/or have the potential of changing the law, for better or worse, within the country, and providing analysis of those trials.</p> <p>Requires outstanding communication skills, excellent organizational skills and ability to exercise independent judgment. May occasionally conduct attorney trainings and/or plan/host conferences.</p> <p>The Justice Defenders Program’s global reach enables it to help human rights defenders in virtually any country. The Program is sensitive to varied political and factual circumstances and its assistance is tailored to realities “on the ground.” With experienced staff and a dynamic network of pro bono lawyers at the ready, the Program can respond rapidly to acute crises or take on long-term projects as needed.</p> <p>General Purpose of Job</p> <p>Does substantive legal work and may manage a grant funded project or provide substantive support to an ABA entity. May manage that entity. May be supervised by another attorney and frequently supervises more junior attorneys and/or other staff. Includes legal research, writing, speaking, provision of technical assistance, and may include grant development and/or fundraising</p> <p>Education</p> <p>Doctoral Degree (JD, PhD)</p> <p>Experience</p> <p>JD and admission to the bar in at least one jurisdiction. At least 4 years working in relevant specialized area of law. High</p>

level of skills at legal writing and research, oral and written communications, and organizational skill. Substantial experience in policy analysis.

The American Bar Association is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities.

Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with the American Bar Association please call 312-988-5188.

Desired Class Level:	Graduate/Alumni
Posting Date:	August 22, 2018
Expiration Date:	September 22, 2018
Resume Receipt:	Other (see below)
How to Apply:	https://www5.recruitingcenter.net/Clients/abanet/PublicJobs/controller.cfm?jbaction=JobProfile&Job_Id=12235&esid=az
ID:	3651

Attorney
West Virginia Public Defenders Corp (Huntington)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description: Public Defender Corp for the 6th and 24th Judicial Circuits in WV has openings for 1-2 attorneys who have already taken the West Virginia bar examination and have either received the results or expect them very shortly.	
Job Location: Offices in Huntington and Wayne, West Virginia	
Salary: \$45,000 to \$50,000 range.	
Benefits: PEIA Health Insurance (including optional dental and optical plan), PERS Retirement system, Continuing Education Requirements Paid by Office	
Duties: We are hiring litigators! All applicants may be assigned felony, misdemeanor or juvenile dockets.	
Requested Materials: Send Resume with Cover Letter (references are optional) to: Brent Walters, Chief Public Defender, Cabell County Public Defender Office, 734 4th Avenue, Huntington, West Virginia, 25701	
Start Date: As Soon as Possible	
Desired Class Level: Graduate/Alumni	
Posting Date: August 21, 2018	
Expiration Date: September 21, 2018	
Contact: Brent Walters Chief Public Defender 734 4th Avenue Huntington, West Virginia 25701 United States	
Resume Receipt: Other (see below)	
How to Apply: Brent Walters, Chief Public Defender, Cabell County Public Defender Office, 734 4th Avenue, Huntington, West Virginia, 25701	
Additional Documents: Cover Letter	
ID: 3645	

Attorney
West Virginia Public Defenders Corp (Huntington)

Position Type: Full-time	
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)	
Description: Public Defender Corp for the 6th and 24th Judicial Circuits in WV has openings for 1-2 attorneys who have already taken the West Virginia bar examination and have either received the results or expect them very shortly.	
Job Location:	Offices in Huntington and Wayne, West Virginia
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Duties:	We are hiring litigators! All applicants may be assigned felony, misdemeanor or juvenile dockets.
Requested Materials: Send Resume with Cover Letter (references are optional) to: Brent Walters, Chief Public Defender, Cabell County Public Defender Office, 734 4th Avenue, Huntington, West Virginia, 25701	
Start Date:	As Soon as Possible
Desired Class Level: Graduate/Alumni	
Posting Date: August 21, 2018	
Expiration Date: September 21, 2018	
Contact: Brent Walters Chief Public Defender 734 4th Avenue Huntington, West Virginia 25701 United States	
Resume Receipt: Other (see below)	
How to Apply: Brent Walters, Chief Public Defender, Cabell County Public Defender Office, 734 4th Avenue, Huntington, West Virginia, 25701	
Additional Documents: Cover Letter	
ID: 3646	

ATTORNEY POSITION, Seattle, WA
Northwest Immigrant Rights Project

Position Type: Full-time

Description:

ATTORNEY POSITION

<https://nwirp.org/jobs>

SUMMARY

Northwest Immigrant Rights Project (NWIRP) seeks a full-time bilingual staff attorney to work with individuals in removal proceedings in Seattle, Washington.

The attorney will provide direct representation in removal proceedings, including at the Seattle and Tacoma Immigration Courts, the Board of Immigration Appeals, and the Ninth Circuit Court of Appeals. The attorney will be managing a high-volume workload with complex legal issues in immigration and criminal law. The attorney may also be assigned work relating to other immigration matters.

REPORTS TO

Supervising Attorney – Removal Defense Unit

RESPONSIBILITIES

- Provide direct representation to clients in immigration removal proceedings before the Immigration Court, Board of Immigration Appeals, federal courts of appeal, and/or in custody of the Department of Homeland Security
- Provide direct representation to clients submitting affirmative applications with U.S. Citizenship and Immigration Services, and to persons undergoing consular processing with the U.S. Department of State
- Perform related administrative tasks related to grant reporting and other requirements
- Maintain a working knowledge of significant policies, laws, and trends in immigration law, particularly as it impacts low-income immigrants and refugees and those impacted by the criminal justice system
- Engage in outreach, community education in the area of immigrant rights
- Provide support to other NWIRP staff on cases
- Participate in NWIRP’s development efforts
- Perform other tasks as required and directed by supervisory staff

PROFESSIONAL QUALIFICATIONS, EXPERIENCE, AND ATTRIBUTES

- Law degree
- Admission to the bar of any state in the U.S.
- Demonstrated commitment to advancing and defending immigrant rights and willingness to support NWIRP’s mission, vision, and values
- Demonstrated commitment to immigrant rights
- Excellent writing, communication, interpersonal, and organizational skills
- Commitment to working in a diverse working environment
- Strong ability to work independently
- Prior immigration law experience strongly preferred

- Experience handling a high-volume caseload preferred
- Proficiency in use of web-based software, MS Word, MS Access, and MS Excel

Salary is dependent on experience. Beginning salary is \$58,232 for someone admitted to practice. NWIRP offers a generous benefits package, including 100% of premiums for excellent health, vision and dental plans; 3% employer retirement contributions; disability/life/AD&D coverage, paid vacation and health-related leave; subsidized transit pass; position-related travel reimbursement; bar dues; extensive training. This is a full-time position covered by a collective bargaining agreement.

APPLICATION INSTRUCTIONS

Send letter of interest, resume, three references, and a writing sample to: henry@nwirp.org with the subject "RDU Attorney Application – NAME". Full consideration will be given to those who apply by August 31, 2018, but applications will be considered on a rolling basis until position is filled.

Northwest Immigrant Rights Project (NWIRP) is an equal opportunity employer committed to diversity. We believe that having a Board, Staff, and Volunteer base with diverse personal and professional backgrounds enhances our ability to meet our mission and creates a vibrant environment where all members of the NWIRP community thrive. We strongly encourage applications from people of color, immigrants, women, people with disabilities, members of the LGBT community, and other underrepresented and historically marginalized groups.

It is the policy of NWIRP to comply with all applicable federal, state, and local laws prohibiting employment discrimination. NWIRP is committed to providing a work environment free from discrimination and harassment. NWIRP does not discriminate on the basis of class, race, color, sex, marital status, sexual orientation, gender identity, veteran status, political ideology, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental, or physical disability.

Desired Class Level:	Graduate/Alumni
Posting Date:	August 21, 2018
Expiration Date:	September 27, 2018
Contact:	Human Resources 615 2nd Avenue Seattle, Washington 98104 United States
Resume Receipt:	Other (see below)
How to Apply:	Send letter of interest, resume, three references, and a writing sample to: henry@nwirp.org with the subject "RDU Attorney Application – NAME".
Additional Documents:	Cover Letter, Other Documents
Requested Document Notes:	Send letter of interest, resume, three references, and a writing sample to: henry@nwirp.org with the subject "RDU Attorney Application – NAME".
ID:	3647

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

Position Type: Full-time
Description: Franklin D. Azar & Associates is seeking Personal Injury Law attorneys to join its busy practice in Colorado. Qualified candidate will have strong dedication to personal injury law and a passion for helping people; will possess strong organizational and writing skills; has interest in complex litigation; is energetic, hard-working, and a team-player. Franklin D. Azar & Associates, P.C. is a well-established law firm with offices in Denver/Aurora, Colorado Springs, Pueblo, and Trinidad. The firm has represented thousands of people entitled to recover damages from injuries in all types of accidents, from dangerous and defective products, and from employers not paying adequate wages. The firm's objective is to help its clients receive complete and timely compensation for their injuries and losses.
Desired Class Level: Graduate/Alumni
Posting Date: August 20, 2018
Expiration Date: September 25, 2018
Contact: Olga Malcolm
Resume Receipt: E-mail, Accumulate Online
Default email for resumes.: malcolmo@fdazar.com
ID: 3644

ANNOUNCEMENT NO: #18-044 POSITION TITLE: Agency FOIA Officer/Attorney Advisor (Legal Counsel Division)

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

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

Description:

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL

POSITION VACANCY ANNOUNCEMENT ANNOUNCEMENT NO: #18-044 POSITION

TITLE:

Agency FOIA Officer/Attorney Advisor
(Legal Counsel Division)

POSITION GRADE & SERIES: LS 12/2 to 13/1 SALARY RANGE: \$83,956 – \$96,623

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

OPENING DATE: August 14, 2018 CLOSING DATE: September 4, 2018

DURATION OF APPOINTMENT: Permanent AREA OF CONSIDERATION: Open to the Public

WORKSITE LOCATION:

Office of the Attorney General for the District of Columbia
Legal Counsel Division 1350 Pennsylvania Ave. NW Washington, DC 20004

NO. OF VACANCIES: One (1)

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.

DESCRIPTION OF DUTIES: The Office of the Attorney General (OAG) seeks an Attorney-Advisor for the Legal Counsel Division (LCD) to assist with requests for information from OAG under the District of Columbia Freedom of Information Act (FOIA). FOIA responsibilities are expected to occupy approximately half of the attorney's time. In addition, the attorney will assist in providing advice to the Advisory Neighborhood Commissions (ANCs), with rulemakings, and with other issues relates to regulations and administrative law.. LCD also provides legal advice to the Mayor, District agencies, officials and employees on a broad range of legal issues, legislation and regulations. In addition, LCD provides legal advice to the Attorney General on sensitive and high priority matters and is responsible for drafting legal opinions of the Attorney General. LCD performs legal reviews of all draft legislation introduced on the Mayor's behalf, all draft rulemakings from the Executive Branch, and all Council-enrolled bills presented to the Mayor. LCD regularly advises on complex issues of constitutional law, statutory construction, the Home Rule Act, and other legal matters particular to the unique status of the District.

The successful candidate will be responsible for:

- Receiving FOIA and other requests to obtain information, documents, and records from OAG.
- Reviewing and analyzing FOIA requests and the records responsive to such requests.
- Contacting OAG divisions and sections to conduct fact-finding and interviews to obtain pertinent information and documents.
- Consulting with OAG officials and employees about concerns they may have regarding release of those records.
- Researching and evaluating data while conducting word-by-word review of documents and files that may be complex, sensitive, privileged, and lengthy.
- Determining whether the FOIA exemptions to compulsory disclosure will address any concerns about release, entirely or in part.
- Handling, or providing technical assistance to those engaged in, the gathering and redaction of documents responsive to FOIA inquiries.

- Creating logs where needed.
- Preparing detailed determinations, recommendations, and justifications in written correspondence.
- Reviewing and analyzing appeals from denials of access to records withheld and recommending final decision on release or non-release of records.
- Developing or advising on the development of regulations, procedural guidance, and policies on issues related to OAG's implementation of FOIA.
- Communicating in writing or orally with members of the public, the press, or with ANC Commissioners regarding FOIA or other legal issues.
- Performing legal research and providing oral or written advice to OAG officials and employees on FOIA and privilege issues.
- Performing legal research and providing oral or written advice on issues related to ANCs, regulations and administrative law to ANC Commissioners, District officials and employees in OAG, the Executive Office of the Mayor and offices of the City Administrator and Deputy Mayors, and District agencies.;
- Reviewing legal documents, including regulations and other issuances to determine whether they are legally sufficient and appropriate as to form, and drafting proposed language necessary to obviate objections to them.
- Drafting rulemakings.
- Preparing opinions, legal memoranda, letters, and other documents for the LCD Deputy's or Attorney General's signature.
- Keeping abreast of judicial, agency, and other changes and interpretations regarding laws and regulations related to FOIA, ANCs and administrative law.

QUALIFICATIONS: The ideal candidate should: (1) have knowledge of the District of Columbia Freedom of Information Act, or the federal Freedom of Information Act, as well as other applicable information access laws and judicial precedent; (2) have experience in analyzing records and evaluating what portions of information may be released or denied under FOIA; and (3) be able to review, redact and process requests that involve a large volume of documents or electronic mail.

Knowledge of OAG's structure, functions, filing and storage procedures, and document management systems, such as Relativity and Adobe, is desirable but not required.

The applicant should also have strong research and writing skills and be able to: identify all legal and factual issues; identify controlling statutory, regulatory, and case authority applicable to each legal issue; prepare written work that is persuasive, thorough, well-organized, and well-reasoned and that is appropriate in length, style, and tone; prepare all written work in accordance with deadlines required by law or set by supervisors and clients. The applicant must have the ability to handle multiple deadlines in a fast-paced

environment. The applicant should also have a demonstrated ability to effectively work with the public and colleagues.

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

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

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

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

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

re-employment.

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

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

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

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

protected categories is prohibited by the Act. Discrimination in violation of the Act

will not be tolerated. Violators will be subject to disciplinary action.

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

Desired Class Level:	Graduate/Alumni
Posting Date:	August 15, 2018
Expiration Date:	September 4, 2018
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.:	Arlyntha.Love@dc.gov
Additional Documents:	Cover Letter, Writing Sample
ID:	3636

Probation Services Attorney
Supreme Court of Appeals of West Virginia (Charleston WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	<p>Administrative Office of</p> <p>The Supreme Court of Appeals of West Virginia</p> <p>Position Announcement</p> <p>DIVISION OF PROBATION SERVICES - Kanawha County</p> <p>Employment Opportunity</p> <p>Position open until Filled (Posted 07/31/18)</p> <p>The Supreme Court of Appeals of West Virginia has an immediate professional opportunity for a Probation Services Attorney in Charleston, West Virginia. This position directly reports to the Director of Probation Services.</p> <p>Probation Services Attorney</p> <p>Position Purpose:</p> <p>This position will perform a full range of complex professional duties, including responding to requests for assistance and information from various entities, monitoring legislative and executive activities, ensuring probation personnel's compliance with law and policy and working closely with other staff members on specialty programs in probation. Additionally, this position will provide counsel to the Director of Probation Services and assist the Office of Administrative Counsel with matters related to the Division's responsibilities.</p> <p>Minimum Qualifications:</p> <p>Juris Doctorate from an ABA accredited law school.</p> <p>Valid driver's license and reliable transportation.</p> <p>Primary Duties and Responsibilities include:</p> <p>Analyze policy, legal, and legislative issues relevant to probation and provide advice and counsel to the Director of Probation Services when needed regarding how best to fulfill the Division's responsibilities.</p> <p>Respond to requests relevant to the Division's responsibilities from Judges and Probation Personnel.</p> <p>Serve as lead staff for reviewing all legislation and legislative issues; provide information to legislature related to probation when instructed to do so by the Director.</p> <p>Monitor compliance with applicable law and Supreme Court policy by probation personnel and report any issues to the Director.</p> <p>Prepare all Memoranda of Understanding, Agreements, Administrative Orders, etc. for the Division.</p> <p>Develop and maintain statewide forms and manuals for the Division.</p> <p>Assist the Office of Administrative Counsel when requested with legal matters related to the Division's responsibilities.</p>

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), 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 to:

Joan.Mullins@courtswv.gov

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

Desired Class Level: Graduate/Alumni
Posting Date: August 14, 2018
Expiration Date: August 31, 2018

Contact: Joan Mullins
Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305

Resume Receipt: E-mail

Default email for resumes.: Joan.Mullins@courtswv.gov

ID: 3635

Associate Attorney, Rocky Mountain Clean Energy
Earthjustice

Position Type: Full-time

Description:

The Rocky Mountain Office of Earthjustice, located in Denver, Colorado, is seeking an Associate Attorney to focus on our clean energy and electric sector work in Colorado and nearby states. The Associate Attorney will primarily litigate before the Colorado Public Utilities Commission, the courts, and other state and federal agencies to advance clean energy and a healthy climate.

Earthjustice is the premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people's health; to preserve magnificent places and wildlife; to advance clean energy; and to combat climate change. We partner with thousands of groups, supporters, individuals and communities to engage the critical environmental issues of our time, and bring about positive change. We are here because the earth needs a good lawyer.

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

The Rocky Mountain Office's work focuses on Colorado, Utah, and Arizona, and its cases primarily involve (1) protecting public lands and wildlife from fracking, mining, and other threats; (2) quickly shifting Colorado and nearby states from dirty to clean energy; and (3) protecting urban and rural communities disproportionately impacted by pollution and other environmental harms. This Associate position will focus on the Rocky Mountain Office's work to make Colorado a national leader on clean energy by advancing distributed solar, energy efficiency, electric vehicles, and other renewable and distributed energy resources. This Associate position may also work on cases to retire and reduce pollution from coal-fired power plants in Colorado and nearby states. While the Associate Attorney will focus primarily on clean energy and electric sector issues, depending on the Rocky Mountain Office's staff needs, the Associate will also work on public lands and healthy communities cases.

The Associate Attorney position is a three-year position. The Associate Attorney program is 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 a Staff Attorney or the Managing Attorney. Many Associates have gone on to other positions within Earthjustice and with other public interest organizations.

The Rocky Mountain office is located in the heart of downtown Denver near the federal and state courthouses, public transportation, Coors Field (home of the Rockies baseball team), and the vibrant LoDo, RiNo, and Capitol Hill neighborhoods. We are also a bike-friendly office, located near many of Denver's bike paths.

Responsibilities:

- Work closely with Staff Attorneys 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, and oral advocacy.

Qualifications:

- Law school graduate by fall of 2018 admitted to, or willing to apply for admission to, the Colorado State Bar.
- 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.

- 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.

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.

Desired Class Level:	Graduate/Alumni
Posting Date:	August 13, 2018
Expiration Date:	September 19, 2018
Contact:	Earthjustice California Regional Office Los Angeles, California United States
Resume Receipt:	Other (see below)
How to Apply:	https://app.jobvite.com/j?cj=okva8fwR&s=OneStop
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample, Other Documents

Requested Document Notes: To Apply:

Interested candidates should submit a:

- Resume.
- One or two page cover letter that addresses each of the following: (1) aspects of your background that are relevant to the qualifications listed above; (2) why you are drawn to Earthjustice's mission 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 primarily reflects your work.
- Law school transcript.
- List of three references.

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.

ID: 3624

Staff Attorney

The Blair County Public Defenders Office (Hollidaysburg, PA)

Position Type:	Full-time
Geographic Preference:	Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Description:	<p>COUNTY OF BLAIR PUBLIC DEFENDER</p> <p>423 Allegheny Street Ste. 344</p> <p>Hollidaysburg, PA 16648-2022 Telephone: (814) 693-3255 Fax: (814) 693-3259</p> <p>POSITION AVAILABLE</p> <p>:Russell J. Montgomery Chief Public Defender</p> <p>The BLAIR COUN1Y PUBLIC DEFENDERS OFFICE is currently seeking applications for a Full-time Staff Attorney to represent indigent defendants in all aspects of Criminal Litigation. Responsibilities to include: Jury Trials, Appeals, and various hearings. Must be admitted to pradice in Pennsylvania.</p> <p>STARTING SALARY: \$35,000 WITH BENEFITS INCLUDING HOSPITALIZATION</p> <p>MAIL TO: BLAIR COUNTY PUBLIC DEFENDERS OFFICE ATTN: RUSSELLJ. MONTGOMERY, ESQUIRE 423</p> <p>ALLEGHENY STREET, STE. 344 HOLLIDAYSBURG PA 16648</p> <p>FAX TO: BLAIR COUNTY PUBLIC DEFENDERS OFFICE ATTN: RUSSELL J. MONTGOMERY, ESQUIRE FAX: (814) 693-3259</p> <p>EMAIL TO: RMONTGOMERY@BLAIRCO.ORG Chief Public Defender or Email to the Office Manager TMATTERN@BLAIRCO.ORG</p> <p>The BI i County Courthouse is located on Route 22, Just off 1-99 approximately halfway between Harrisburg and Pittsburgh and several miles south of the City of Altoona.</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	August 13, 2018
Expiration Date:	August 31, 2018
Contact:	Russell Montgomery Esquire 423 Allegheny Street Suite 344 Hollidaysburg, Pennsylvania 16648-2022 United States
Resume Receipt:	E-mail
Default email for resumes.:	RMONTGOMERY@BLAIRCO.ORG
ID:	3623

Attorney
Gold, Khourey & Turak (Moundsville, WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <p>Law Firms Seeks Attorney for PI/SS</p> <p>Since 1978, Gold, Khourey & Turak has helped thousands of clients with their Personal Injury, Social Security, and Medical Malpractice claims. GKT, located in Moundsville, West Virginia, is looking for an ambitious attorney to take on our Social Security practice and help grow our Personal Injury practice.</p> <p>Primarily, the position will be responsible for all aspects of our Social Security Practice from intake through the appeals process. In addition to Social Security, the attorney may assist with Personal Injury pre-litigation and litigation matters. This is a position for a self-starter, unafraid to take on new tasks and quickly come up to speed. Must be able to communicate effectively with clients, judges, insurance adjusters, and defense attorneys. The ideal candidate is organized with a strong work ethic, has superior time management skills, and an excellent writer. Experience is a plus but not necessary for the right candidate.</p> <p>This is a full-time, salaried position, and includes an excellent benefits package Please send cover letter, resume, and salary requirements to cmt@gkt.com or:</p> <p>Gold, Khourey & Turak</p> <p>Attn: Christopher Turak</p> <p>510 Tomlinson Avenue</p> <p>Moundsville, WV 26041</p>
Desired Class Level: Graduate/Alumni
Posting Date: August 9, 2018
Expiration Date: August 31, 2018
Contact: Mr. Christopher M. Turak Attorney 510 Tomlinson Avenue Moundsville, West Virginia 26041 United States http://gkt.com
Resume Receipt: E-mail
Default email for resumes.: cmt@gkt.com
Additional Documents: Cover Letter
ID: 3622

Law Clerk

Court of Common Pleas of Washington County (Washington PA)

Position Type: Full-time

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

Description:

COURT OF COMMON PLEAS OF WASHINGTON COUNTY
OFFICE OF COURT ADMINISTRATOR

Patrick R. Grimm,
Esquire

Phone: 724-228-6797

District Court
Administrator

Fax: 724-228-6938

DATE: July 31, 2018

FROM: Patrick R. Grimm, Esquire
District Court Administrator

TO: West Virginia University College of Law
Career Services Department
ATTENTION: Rosalind Lister

RE: Law Clerk

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

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

The starting salary is \$44,275.45, in addition to medical coverage, vacation time, and other benefits.

Applicants should respond as soon as possible for consideration. Please send resume and cover letter to:

Patrick R. Grimm, Esq.
District Court Administrator
Washington County Courthouse
One South Main Street, Suite 2004
Washington, PA 15301

PLEASE POST THIS NOTICE

Desired Class Level:	Graduate/Alumni
Posting Date:	August 8, 2018
Expiration Date:	August 31, 2018
Contact:	Pene Cecil Secretary One South Main Street, Suite 2004 Washington, Pennsylvania 15301 United States
Resume Receipt:	E-mail
Default email for resumes.:	pene.cecil@washingtoncourts.us
Additional Documents:	Cover Letter
Requested Document Notes:	Applicants should respond as soon as possible for consideration. Please send resume and cover letter to: Patrick R. Grimm, Esq. District Court Administrator Washington County Courthouse One South Main Street, Suite 2004 Washington, PA 15301
ID:	3620

ASSISTANT DIRECTOR OF PLANNED GIVING

WVU Foundation, Inc.

Position Type: Full-time

Description:

WEST VIRGINIA UNIVERSITY FOUNDATION, INC.

The West Virginia University Foundation, Inc., a nonprofit specifically designed to aid, further, and support the work and purposes of West Virginia University, is seeking a professional to join our fundraising team as the Assistant Director of Planned Giving.

The Foundation recently completed a \$1.2 billion campaign for all part of West Virginia University, with planned giving playing a vital role in its success. The WVU Foundation's Planned Giving Program has over 800 booked bequests with a face value of over \$200 million. The Assistant Director would assume some responsibility for stewarding these gifts, in concert with a strong set of Foundation colleagues in Donor Relations.

This position reports directly to the Director of Planned Giving and is a member of the WVU Foundation's central development team. He or she will join a comprehensive planned giving program with responsibilities for presenting opportunities for expectancies, trusts, annuities, and gifts of real property or other assets.

The Assistant Director of Planned Giving will work with the Director to ensure that University development staff are fully equipped with tools and knowledge to represent planned gift opportunities to the University's alumni and friends. The Assistant Director will assist with a comprehensive planned giving marketing program using print, social media, direct mail, email, advertising, and networking with professional associations to promote deferred gift opportunities. The incumbent will be expected to hold membership in a number of national, regional, and statewide associations and formal/informal networks to stay abreast of the latest techniques, tax issues, gift management processes, and other best practices for a proactive planned giving program. The Assistant Director will maintain a personal portfolio of planned gift prospects and donors.

Candidates must have a Bachelor's degree; a graduate degree is preferred. A minimum of 4 years of direct and progressively responsible experience in planned gift fundraising technique is required. Preference will be given to candidates with experience in higher education; with experience at a comprehensive research university; with experience or knowledge of planned giving/financial planning concepts. Strong written, verbal, organization and interpersonal skills are required. Successful candidates will be self-motivated and possess the ability to work as a team member within a complex organization requiring collaboration, teamwork, and communication. The position requires frequent regional and national travel/overnight travel.

Please note: A J.D. and or a J.D. with business background or degree can be particularly useful in this type of work. Dealing with individuals trusts, estates, wills, and knowledge of tax law is helpful.

Desired Class Level:	Graduate/Alumni
Posting Date:	August 5, 2018
Expiration Date:	September 22, 2018
Contact:	Human Resources Morgantonw, West Virginia United States
Resume Receipt:	Other (see below)
How to Apply:	Interested candidates should forward a current resume with a cover letter via electronic mail to: HR@WVUF.ORG *Please include "ASSTPLANGIV" (all one word - no spaces) in the subject line of the email.
The WVU Foundation, Inc. is an Equal Opportunity/Affirmative Action employer.	
Additional Documents:	Cover Letter
ID:	3619

Staff Attorney
FHLBank Pittsburgh (Pittsburgh, PA)

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

Description:
Position Summary

Working under the oversight of more senior attorneys, the staff attorney provides direct legal support to the Bank's business, including vendor contracting and researching and responding to regulatory compliance issues.

Primary Success Factors

The Staff Attorney will demonstrate proficiency with the following:

1. Reviewing, analyzing and negotiating leases, contracts and other vendor agreements; providing dedicated support to the Bank's contracting function, including its Vendor Management Office, OMWI Director, and Compliance and Enterprise Risk functions.
2. Monitoring the Federal Register and other compliance sources to identify any regulatory actions that may affect the Bank; subject to supervision and oversight from another department attorney, leading the internal process for the Bank to track and comment on all relevant proposed and final rules and policies.
3. Supporting the risk management process for the department as directed.
4. Researching, performing legal analysis and writing legal memoranda on issues affecting the Bank in its banking and corporate capacities, as assigned by department attorneys; serving as primary legal research support for the department attorneys.
5. Staying current with the law, including statutes and regulations affecting the Bank.
6. Providing legal support to the Bank's Corporate Governance function; reviewing and analyzing corporate governance resources (e.g., NACD and similar publications) regarding topics such as best practices and trends in corporate governance, director position descriptions, skills assessments, committee organization, meeting effectiveness and director education.
7. Managing the production of corporate governance records (as issues arise/as applicable) for compliance with legal requirements, including any litigation, regulatory examination, audit purposes and other due diligence activities.
8. Providing primary legal support to the Bank's annual director election process, ensuring compliance with FHFA regulations.
9. Contributing to the preparation and review of annual Securities and Exchange Commission (SEC) disclosure documents to ensure legal compliance with Director Independence, Audit Committee financial expert, director-related party transactions and Code of Conduct issues.
10. Providing legal support to the Bank's Ethics Officer.

Required Experience

- JD degree from accredited university
- Admitted to the Pennsylvania Bar
- Two to three years of prior legal experience preferred, either in-house or at a firm
- Contract-drafting experience preferred
- Understanding of or experience working in banking, mortgage banking or financial services preferred

Desired Class Level: Graduate/Alumni
Posting Date: August 2, 2018
Expiration Date: September 1, 2018

Contact: Kim McCartney
Talent Management Specialist
601 Grant Street Pittsburgh, Pennsylvania 15219 United States

<https://www.fhlab-pgh.com/>

Resume Receipt: E-mail

Default email for resumes.: kimberly.mccartney@fhlab-pgh.com

ID: 3612

Staff Attorney- Children's Project
ABA-South Texas Pro Bono Asylum Representation Project (ProBAR)

Position Type: Full-time	
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Description:	Staff Attorney will be accountable for facilitating pro bono representation of detained unaccompanied child respondents in immigration removal proceedings, including by providing direct representation as required or permitted by current funding contract(s). Serves as a mentor and leader to staff attorneys, legal interns, and volunteers, including maintaining current materials and trainings on legal services.
 Applicant should possess a Juris Doctorate degree from an ABA-accredited law school. Must be licensed to practice law in a U.S. state or territory or Accreditation, as required in order to appear as a representative before immigration court. Must be fluent in English and Spanish in written and spoken forms.	
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Desired Class Level: Graduate/Alumni	
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Posting Date: August 2, 2018	
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Expiration Date: September 7, 2018	
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Contact: ABA/ProBAR 202 S 1st Street Suite 300 Harlingen, Texas 78550 United States	
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Resume Receipt: Other (see below)	
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How to Apply: https://www5.recruitingcenter.net/Clients/abanet/PublicJobs/controller.cfm?jbaction=JobProfile&job_id=12220	
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ID: 3611	
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Staff Attorney- Adult Project
ABA-South Texas Pro Bono Asylum Representation Project (ProBAR)

Position Type: Full-time	
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Description:	<p>To give appropriate legal orientation presentations to detainees at the immigration center, complete detainee intakes following presentations and prepare and conduct pro se workshops and individual orientations. Also recruits, trains, and mentors pro bono attorneys, and directly represents immigrants in their cases before the immigration court.</p> <p>The American Bar Association is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities.</p> <p>Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with the American Bar Association please call 312-988-5188.</p> <p>The immigration project Attorney should have experience working with immigrants as well as a fundamental knowledge of immigration law and immigration court procedures. Must exhibit strong writing skills, excellent communication skills and client interviewing abilities as well as the ability to work under pressure. Must be fluent in Spanish, must have a law degree, and have been admitted to a bar or have taken a bar examination and be waiting for the results by the start date of employment. Travel to area detention facilities housing immigrant detainees multiple times per week. Must be fluent in Spanish.</p>
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Desired Class Level: Graduate/Alumni	
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Posting Date: July 26, 2018	
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Expiration Date: September 1, 2018	
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Contact: ABA/ProBAR 202 S 1st Street Suite 300 Harlingen, Texas 78550 United States	
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Resume Receipt: Other (see below)	
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How to Apply: https://www5.recruitingcenter.net/Clients/abanet/PublicJobs/controller.cfm?jbaction=JobProfile&job_id=12105	
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ID: 3604	
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Supervising Attorney- Adult Project
ABA-South Texas Pro Bono Asylum Representation Project (ProBAR)

Position Type: Full-time	
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Description:	<p>Responsible for hiring, training, and overseeing the work of Attorneys, Accredited Representatives, Paralegals and Legal Assistants and development and implementation of pro bono strategy. Will ensure compliance with current funding contract(s) as to the provision of legal services.</p> <p>The American Bar Association is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities.</p> <p>Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with the American Bar Association please call 312-988-5188.</p> <p>The immigration project Supervising Attorney should have experience working with immigrants as well as at least one year experience practicing immigration law related to respondents in removal proceedings. Must exhibit strong writing skills, excellent communication skills, as well as the ability to work under pressure. Must be fluent in Spanish, must have a law degree, and have been admitted to a bar or have taken a bar examination and be waiting for the results by the start date of employment. Travel to area detention facilities housing immigrant detainees multiple times per week. Applicants with prior leadership or management experience and/or prior pro bono coordination experience are preferred.</p>
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Desired Class Level:	Graduate/Alumni
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Posting Date:	July 26, 2018
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Expiration Date:	September 1, 2018
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Contact:	ABA/ProBAR 202 S 1st Street Suite 300 Harlingen, Texas 78550 United States
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Resume Receipt:	Other (see below)
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How to Apply:	https://www5.recruitingcenter.net/Clients/abanet/PublicJobs/controller.cfm?jbaction=JobProfile&job_id=12209
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ID:	3605
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Supervising Attorney- Adult Project
ABA-South Texas Pro Bono Asylum Representation Project (ProBAR)

Position Type: Full-time	
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Description:	<p>Responsible for hiring, training, and overseeing the work of Attorneys, Accredited Representatives, Paralegals and Legal Assistants and development and implementation of pro bono strategy. Will ensure compliance with current funding contract(s) as to the provision of legal services.</p> <p>The American Bar Association is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities.</p> <p>Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with the American Bar Association please call 312-988-5188.</p> <p>The immigration project Supervising Attorney should have experience working with immigrants as well as at least one year experience practicing immigration law related to respondents in removal proceedings. Must exhibit strong writing skills, excellent communication skills, as well as the ability to work under pressure. Must be fluent in Spanish, must have a law degree, and have been admitted to a bar or have taken a bar examination and be waiting for the results by the start date of employment. Travel to area detention facilities housing immigrant detainees multiple times per week. Applicants with prior leadership or management experience and/or prior pro bono coordination experience are preferred.</p>
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Desired Class Level:	Graduate/Alumni
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Posting Date:	July 26, 2018
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Expiration Date:	September 1, 2018
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Contact:	ABA/ProBAR 202 S 1st Street Suite 300 Harlingen, Texas 78550 United States
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Resume Receipt:	Other (see below)
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How to Apply:	https://www5.recruitingcenter.net/Clients/abanet/PublicJobs/controller.cfm?jbaction=JobProfile&job_id=12209
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ID:	3605
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Employment Litigation Attorney - Houston
Equal Justice Center (Austin Texas)

Position Type: Full-time	
Geographic Preference: South (LA, TX, OK, AR)	
Description:	<p>The Equal Justice Center—a public-interest employment rights law firm and systemic justice advocacy organization—is seeking an employment litigation attorney to enforce the workplace rights of low-wage, immigrant workers in Houston and Southeast Texas. The attorney will join EJC’s staff of fourteen attorneys (Dallas, Austin, San Antonio, Houston) and will primarily engage in plaintiffs’ employment litigation representing low-wage, immigrant working people who are being exploited in the massive reconstruction work in the aftermath of Hurricane Harvey. The attorney will enable these immigrant men and women to enforce: wage rights; protections against workplace sexual assault and harassment; immigration-related employment rights, and other fundamental labor rights – regardless of their immigration status. The attorney will also play a vital role in the Equal Justice Center’s systemic reform advocacy to empower low-wage and immigrant workers—including guest workers and undocumented workers —to win fair treatment in the workplace, in the justice system, and in the broader society.</p>
	<p>From its several offices, the EJC represents clients throughout Texas. We are now seeking this attorney to build on EJC’s already significant record of legal action in Houston and Southeast Texas and to lead a pioneering initiative to establish and grow a new EJC office in Houston.</p>
	<p>The distinguishing features of this position are robust legal action, dynamic collegial support, and strong progressive camaraderie. The EJC affirmatively values and seeks diversity in its staff, its work, and its community partnerships.</p>
	<p>Attorneys already licensed, or who will be licensed by May 2018, will be considered. Preference will be given to applicants with one or more of the following qualifications:</p>
	<ul style="list-style-type: none">• Experience with workers’ rights, immigrants’ rights, or rights of sexual assault survivors;• Dynamic litigation experience;• Demonstrated commitment to public interest advocacy on behalf of low-income clients;• Spanish-language proficiency is strongly preferred.
	<p>Salary: \$50,000 to \$80,000 \$80,000 depending on experience and based on the EJC’s salary scale. Excellent benefits package including: fully-paid health and dental; 401(k); access to law school loan repayment program, flexible work hours, and generous paid leave policy.</p>
	<p>Send applications and inquiries to: attorneyposition@equaljusticecenter.org, with “HOUSTON ATTORNEY POSITION” in the subject line. Applications should include a resume, three references, and a thorough cover letter describing your qualifications, background, and interest in the position. There is no application deadline: We will consider applications as they are received, and the position will remain open until we are able to fill the position with the right colleague.</p>
	<p>For more information and to download a PDF of this employment opportunity, please click on the link below.</p>
Employment Rights Litigation Attorney - Houston (PDF)	
Desired Class Level: Graduate/Alumni	
Posting Date: July 25, 2018	
Expiration Date: August 31, 2018	
Contact: Aaron Johnson Staff Attorney 510 S. Congress Ave Suite 206 Austin, Texas 78704 United States	
Resume Receipt: E-mail	
Default email for resumes.: attorneyposition@equaljusticecenter.org	

Employment Litigation Attorney - San Antonio
Equal Justice Center (Austin Texas)

Position Type: Full-time	
Geographic Preference: South (LA, TX, OK, AR)	
Description: <p>The Equal Justice Center – a public-interest employment rights law firm and systemic justice advocacy organization – is seeking an employment litigation attorney for its office in San Antonio. The attorney will join EJC’s staff of fourteen attorneys (San Antonio, Austin, Dallas, and soon Houston) and will primarily engage in plaintiffs’ employment litigation representing immigrant and low-wage working people. The attorney will enable these working men and women to enforce: wage rights; protections against workplace sexual assault and harassment; immigration-related employment rights; and other fundamental labor rights – regardless of their immigration status. The attorney will also play a vital role in the Equal Justice Center’s systemic reform advocacy to empower low-wage and immigrant workers—including guest workers and undocumented workers —enabling them to win fair treatment in the workplace, in the justice system, and in the broader community.</p> <p>The distinguishing features of this position are robust legal action, dynamic collegial support, and strong progressive camaraderie. The EJC affirmatively values and seeks diversity in its staff, its work, and its community partnerships.</p> <p>Attorneys already licensed, or who plan to be licensed by November 2018, will be considered. Preference will be given to applicants with one or more of the following qualifications:</p> <ul style="list-style-type: none">• Dynamic litigation experience;• Experience with workers’ rights, immigrants’ rights, or rights of sexual assault survivors;• Demonstrated commitment to public interest advocacy on behalf of low-income clients and communities;• Spanish-language proficiency. <p>Salary: \$50,000 to \$80,000 \$80,000 depending on experience and based on the EJC’s salary scale. Excellent benefits package including: fully-paid health and dental; 401(k); access to law school loan repayment program, flexible work hours, and generous paid leave policy.</p> <p>Send applications and inquiries to: attorneyposition@equaljusticecenter.org, with “SAN ANTONIO ATTORNEY POSITION” in the subject line. Applications should include a resume, two-three references, and a thorough cover letter describing your qualifications, background, and interest in the position. There is no application deadline: We will consider applications as they are received, and the position will remain open until we are able to fill the position with the right colleague.</p> <p>For more information and to download a PDF of this employment opportunity, please click on the link below.</p> <p>Employment Litigation Attorney - San Antonio (PDF)</p>	
Desired Class Level:	Graduate/Alumni
Posting Date:	July 25, 2018
Expiration Date:	August 31, 2018
Contact:	Aaron Johnson Staff Attorney 510 S. Congress Ave Suite 206 Austin, Texas 78704 United States
Resume Receipt:	E-mail
Default email for resumes.: attorneyposition@equaljusticecenter.org	
ID:	3598

Litigation Support Specialist
Earthjustice

Position Type: Full-time

Description:

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

The Litigation Support Specialist serves an important and varied role in supporting case teams in discovery processes and assisting in the creation of organization wide eDiscovery guidelines and procedures. In particular, this role will provide assistance with client legal holds, negotiating document production formats, ESI collection and processing, organizing incoming and outgoing productions, and assisting the attorneys in document review.

Responsibilities:

Platform Administration and Training (25%)

- Work with Litigation Operations Manager to administer our online eDiscovery/document review platform.
- Provide training and support to litigation assistant and attorneys on our online platform.

E-Discovery and Document Review Support (40%)

- Coordinate with attorney case teams to implement appropriate document review and production methodology, including providing advice on appropriate production formats as well as crafting and refining keyword searches.
- Help coordinate management of case documents, including organization, review and production of documents.
- Perform litigation support duties such as Bates stamping exhibits and hyperlinking PDFs.
- Act as a liaison with information technology and other administrative departments of the Firm as well as vendors.
- Assist case teams with various computer and technology issues, specifically data conversion and importing and exporting production load files.

E-Discovery Project Support (20%)

- Assist Litigation Operations Manager in preparation of various standardized procedures, guidelines, and materials.
- Participate in presentations and training on various litigation support topics.
- Stays current on the rapidly changing technology developments relating to litigation support and eDiscovery.

Operations Project Support (15%)

- Works with Litigation Operations Manager in other areas of operations including litigation readiness, deposition and trial support, and information governance.

Qualifications:

- At least four years of related experience and a thorough understanding of the requirements and procedures involved in litigation support and eDiscovery.
- Bachelor's degree preferred but not required.
- Excellent communication, organizational, writing and interpersonal skills; strong service orientation and ability to developing effective working relationships.
- Experience with Ringtail, Concordance, LiveNote, IPRO, or other similar litigation support and ediscovery software tools is required.
- Ability to work under pressure and to facilitate solutions; a self-starter with minimal supervision required.
- Willingness to work additional hours or shift working hours to help others with deadline intensive projects; timely and regular attendance is required.
- Willingness to occasionally travel as needed to other offices and trial sites.
- Ability to work very independently, yet respond positively to and coordinate carefully with a direct supervisor housed in a distant location.
- Awareness and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds and orientations.
- Experience with importing database load files, including troubleshooting import issues, and with creating production load files.
- Ability and desire to learn and adapt to new software and systems.
- Highly value compliance, ethics, and maintenance of information integrity.
- Excellent attention to detail and ability to spot and fix errors.
- Courteous, professional and helpful demeanor, possessing of a positive attitude.
- Strong interpersonal skills and ability to work amicably with various departments and offices, while still accomplishing goals and meeting deadlines.
- Effective multi-tasking skills as well as an ability to quickly analyze problems, resolve them and prioritize tasks and projects.
- 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.

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.

To Apply

Interested candidates should submit a cover letter and resume online via the Jobvite system.

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: Graduate/Alumni
Posting Date: July 25, 2018
Expiration Date: August 31, 2018
Contact: Earthjustice California Regional Office Los Angeles, California United States
Resume Receipt: Other (see below)
How to Apply: https://app.jobvite.com/j?cj=oKA37fwe&s=OneStop
Additional Documents: Cover Letter
ID: 3603

PATENT ASSOCIATE TRAINEE PROGRAM (Fairfax - VA)

Harrity & Harrity, LLP (Fairfax, VA)

Position Type: Full-time

Description:

Harrity is hiring for its successful training program for new patent attorneys who are looking for an opportunity to begin a career at a patent law firm and prove that they have what it takes to be a full-time patent associate. We provide in-depth training in patent application drafting with the potential to become a full-time associate with our firm. This is a temporary paid position with our firm for about six (6) months, during which time, you will be trained in the skills that are needed to prepare high-quality patent applications for Fortune 500 companies. Should you successfully complete the training program, there is a strong possibility that you would be offered a full-time associate position with our firm.

What we offer:

- Life/Work balance “work where you want, when you want, and how much you want
- Ample, steady preparation and prosecution work from a mix of leading electrical and mechanical technology companies
- Excellent compensation package that is production-based, and includes comprehensive benefits
- Opportunity for client counseling through direct client interaction, as all clients are firm clients
- Opportunity for career growth/development including training in business development and client management
- Innovative firm culture including cutting edge technology, collaborative work environment, and dedicated support team

Who you are:

- You have excellent writing skills
- You have a JD and have passed a state bar
- You have a BS or MS in EE, ME, Computer Science, Physics, or equivalent fields
- You have excellent communication skills
- You have a great eye for detail
- You love winning
- You are a great teammate
- You love making clients happy
- You have a positive attitude
- You love learning

To apply for this position, send your resume and a cover letter to pat@harrityllp.com.

To qualify for this position, you MUST be able to write well. Also, you MUST have a J.D., have passed a bar or are awaiting bar results, and have either a B.S. or M.S. in electrical engineering, computer science, mechanical engineering, or physics. We will consider other similar technical degree backgrounds. Being registered to practice before the USPTO is a plus.

Desired Class Level: 3L, Graduate/Alumni
Posting Date: July 25, 2018
Expiration Date: August 31, 2018
Contact: Jazmine Hitt 11350 Random Hills Road, Suite 600 Fairfax, Virginia 22030 United States
Resume Receipt: Other (see below)
Default email for resumes.: pat@harrityllp.com
How to Apply: pat@harrityllp.com

Additional Documents: Cover Letter
ID: 3602

Associate Attorney
Law Office of Adam G. Singer

Position Type: Full-time

Description:

We are in search of an attorney who is interested in:

- *Federal and state litigation;
- *Helping consumers in their dealings with financial companies;
- *Growing professionally with our firm, including bonuses;
- *Early, meaningful responsibility as an associate attorney

This position offers the opportunity to learn in detail about a niche litigation field, namely federal consumer litigation with a particular focus on litigating credit report errors caused by either or both credit bureaus and creditors.

- *The consumer practice also involves some class action and state court litigation. In all consumer cases, we have the privilege to represent consumers against corporations, often in sophisticated litigation.
- *The associate will enjoy substantial responsibility and gain in-the-trenches litigation federal and state experience.
- *There is an opportunity for growth for the right candidate.

We seek a professionally-minded, diligent, excited-to-learn, confident attorney to assist in substantive legal work (research, drafting), client intake, court appearances, and other aspects of private law firm operations.

The right candidate is well-organized, pro-active, and operates at the height of professional and ethical responsibility.

Superb written and oral communication skills are a must. In that regard, please submit a writing sample at your earliest convenience after applying. Federal litigation experience is a plus but not required.

Desired Class Level: Graduate/Alumni

Posting Date: July 24, 2018

Expiration Date: August 30, 2018

Contact: Thomas Guarino
75 MONTEBELLO ROAD SUFFERN, New York 10901 United States

Resume Receipt: E-mail, Accumulate Online

Default email for resumes.: asinger@adamsingerlaw.com

Additional Documents: Unofficial Transcript, Writing Sample

ID: 3595

Attorney

Dickie McCamey & Chilcote (Pittsburgh, PA)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	WHEELING, WV Established, AV rated law firm seeks an attorney for its Wheeling, WV office. An attorney with 1-3 years WV litigation experience is preferred. This position requires West Virginia bar admission, and the attorney will be engaged in primarily civil defense litigation, including insurance defense litigation. The firm offers a competitive salary commensurate with experience and excellent benefits package. Please submit application including resume, writing sample, and references.
Desired Class Level:	Graduate/Alumni
Posting Date:	July 24, 2018
Expiration Date:	December 11, 2018
Contact:	Melissa M. Barr Attorney The Wagner Building 2001 Main Street, Suite 501 Wheeling, West Virginia 26003
Resume Receipt:	E-mail
Default email for resumes.:	MBarr@dmclaw.com
Additional Documents:	Cover Letter, Writing Sample, Other Documents
Requested Document Notes:	References
ID:	1173

Attorney

Noonan & Noonan, LLC (61 Greene St. Cumberland, MD 21502)

Position Type:	Full-time
Geographic Preference:	Mid-Atlantic (DE, MD, DC, VA)
Description:	<p>Maryland/West Virginia Law Firm Seeking New Associates</p> <p>The law firm of Noonan Willetts Attorneys at Law started as a father-son firm (Noonan & Noonan, LLC). Noonan Willetts is headquartered in Cumberland, MD and has quickly grown to five attorneys with three offices in three states (WV, MD, & VT). Noonan Willetts is expanding and is looking to hire eager and trainable attorneys to join their lifestyle flexible firm. Successful candidates will be licensed in MD and pass the WV bar within 1 year of hire. We are specifically seeking an attorney to be located in or around Oakland, MD and work out of the firms turnkey modern office space just blocks from the courthouses. Noonan Willetts primarily works in the areas of criminal, traffic/DUI, family, personal injury, general civil litigation, probate/estate/wills, bankruptcy, and real estate law. We are specifically looking for an attorney that is comfortable handling at a minimum basic family and criminal law litigation. It is a very strong plus if the candidate has knowledge of the real estate title closing industry and can or could perform closings in addition to any other areas that would expand the firm's service offering. This is a rare opportunity for a new associate to take over a new office and a solid existing caseload, benefiting from referrals based upon the firm's solid reputation in the region for over 30 years. This opportunity is suited to new graduates, as well as graduates/attorneys that have been practicing long enough to want more control over their work-life balance with no overhead considerations.</p> <p>Please send resume and brief cover letter to beau@noolawllc.com, ATTN: Beau Noonan, Esq. – Owner/Managing Partner – Subject: Oakland Attorney</p>
Desired Class Level:	Graduate/Alumni
Posting Date:	July 18, 2018
Expiration Date:	August 31, 2018
Contact:	Mr. Beau A. Noonan, Esq. Owner/Partner 61 Greene St. Cumberland, Maryland 21502 United States http://www.noolawllc.com
Resume Receipt:	E-mail
Default email for resumes.:	beau@noolawllc.com
Additional Documents:	Cover Letter
ID:	3583

Law Clerk
Supreme Court of Appeals of West Virginia (Charleston WV)

Position Type: Full-time
Geographic Preference: Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description: <p>Law Clerk position with Judge Anita Harold Ashley, in the 5th Circuit, which is comprised of Mason, Jackson, Roane, and Calhoun counties. The primary office location of the clerkship is in Spencer, WV (Roane Co.), but the clerk would be expected to travel with the Judge to other counties in the circuit on a relatively frequent basis, although the majority of time spent will be in the Spencer office.</p> <p>Applications should be sent using the instructions on the "www.courtswv.gov" website, found under the "employment" tab Circuit Judge Law Clerk Positions. While applications will be accepted until the vacancy is filled, applications received on or before August 1, 2018, will receive preference. The position, if not already listed, will be shortly and you can apply without the listing.</p> <p>If interested applicants have questions regarding the application process, please direct them to the administrative office of the West Virginia Supreme Court of Appeals, while questions regarding the specific nature of the position and the duties involved may be directed to myself, at 304-927-2372 or chance.chapman@courtswv.gov.</p>
Desired Class Level: Graduate/Alumni
Posting Date: July 17, 2018
Expiration Date: August 31, 2018
Contact: Chance Chapman Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305
Resume Receipt: E-mail
Default email for resumes.: chance.chapman@courtswv.gov
Requested Document Notes: Applications should be sent using the instructions on the "www.courtswv.gov" website, found under the "employment" tab Circuit Judge Law Clerk Positions
ID: 3579

Project Attorney
Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

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

Description:

Project Attorney

Orrick, Herrington & Sutcliffe LLP

Location: Wheeling, WV

Job#1330WH

Orrick currently has an excellent opening for a Project Attorney in the Global Operations Center (GOC) in Wheeling, WV.

Orrick is again one of the Fortune 100 Best Companies to Work For, the annual list that recognizes companies with extraordinary workplace cultures. Selected among hundreds of companies that Fortune considered this year, Orrick is one of only five law firms to make the 2018 list.

Orrick Analytics is a team of lawyers, statisticians and other professionals that uses state-of-the-art technology and probability modeling in document-heavy engagements. The type of work we do ranges from massive document reviews, including e-discovery, in litigation to large-scale contract reviews and other due diligence.

Unlike Legal Process Outsourcers (LPOs), our in-house team model offers the benefits of full integration with the litigation and transactional lawyers leading the engagement. We work together on a regular basis to ensure that the culling of data from documents is performed with the utmost care, and the purpose of the review always remains at the forefront.

Responsibilities

Are you looking to work in a dynamic team oriented work environment? As a Project Attorney in the Orrick Analytics group, you will share responsibility for ensuring discovery document review projects and transactions are performed in an efficient and effective manner. We work with litigation teams to understand project requirements and, teams of contractors and support staff to lead projects to completion.

- Project Attorneys are tasked with handling project intake, staffing, planning, budgeting, execution, documentation, communication and related project tasks.
- You will be responsible for due diligence and related transaction support.
- You have the responsibility to ensure the proper integration of technology at the project level.
- You will maintain knowledge of developments in technology including e-discovery to ensure project efficiency.
- We are devoted to the continuous improvement of the processes and methodologies we utilize to execute document review projects.

Qualifications

- A Juris Doctor and successful bar passage and admission to practice in good standing in a U.S. jurisdiction is required.
- Some practice experience preferred.
- Significant document review experience, including experience making privilege determinations and preparing privilege logs.
- A successful Project Attorney will possess strong supervisory and team-building skills.

- Two years of experience in project lead or supervisory roles, preferably of both small and large teams.
- Excellent communication and interactive skills at all levels and a shown ability to work with a wide variety of personality types.
- Planning and organization skills are important in this role, including the ability to meet deadlines and to lead multiple projects concurrently.
- Do you have the ability to problem solve and make decisions? A can-do approach in these areas is crucial.
- Proficiency in spreadsheet and other office software, as well as litigation support and document review software.
- Good writing skills.

Orrick is a leading global law firm with a particular focus on serving companies in the technology, energy and financial sectors. We are recognized worldwide for delivering the highest-quality, legal advice and for our culture of innovation and collaboration.

Our formula for success is simple—we provide quality service to our clients and we hire the brightest and most talented individuals at every level. As an employer of choice we will provide our employees with challenging work, training opportunities, team oriented culture, and the opportunity to work with the best talent in the legal profession.

Our GOC 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.

Orrick offers a friendly work environment, competitive salary, and excellent benefits.

Please visit www.orrick.com for more information about the firm.

To submit your resume and cover letter for this position, please visit our Project Attorney listing at www.orrick.com/careers/.No phone calls please.

All qualified applicants will receive consideration for employment without regard to race, sex, color, religion, national origin, sexual orientation, gender identity, protected veteran status, or on the basis of disability.

Desired Class Level: Graduate/Alumni
Posting Date: July 13, 2018
Expiration Date: August 31, 2018
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: https://orrick.com/careers/
Additional Documents: Cover Letter, Unofficial Transcript
ID: 3578

Judicial Law Clerk

Thirty-First Judicial Circuit of Virginia (Prince William County, Manassas & Manassas Park)

Position Type: Full-time
Geographic Preference: Mid-Atlantic (DE, MD, DC, VA)
Description: <div>Judges Tracy C. Hudson Carroll A. Weimer, Jr. Steven S. Smith Kimberly A. Irving THIRTY-FIRST JUDICIAL CIRCUIT OF VIRGINIA RE: Judicial Law Clerk Recruiting - Term August 2019-2020 The Thirty-First Judicial Circuit Court of Virginia, for the cities of Manassas, Manassas Park and Prince William County, is accepting applications for multiple Judicial Law Clerk positions for the term commencing August 2019. Typically, these positions are for a one year period. The responsibilities for a law clerk are diverse and include legal research, review of interlocutory motions, and the drafting and review of legal opinions. Law clerks review civil files and proposed orders, provide daily and weekly briefings on criminal and civil dockets, and may be required to manage scheduling for cases assigned to a specific judge. They also assist with serious criminal matters including capital cases. Applicants for these positions must plan to graduate from law school by June of 2018 and are expected to take the Virginia Bar exam. Applications must be postmarked by September 10, 2018. Interviews will be conducted by the Circuit Court judges in late September and early October 2018. For consideration, please submit a cover letter, resume, transcript, any letters of recommendation and optional writing sample to: The Honorable Judges of the Thirty-First Judicial Circuit Court of Virginia Attn: Charlie Glenn 9311 Lee Avenue, Third Floor Manassas, VA 20110</div>
Desired Class Level: Graduate/Alumni
Posting Date: July 10, 2018
Expiration Date: September 10, 2018
Contact: Charlie Glenn The Honorable Judges of the Thirty-First Judicial Circuit of Virginia. Attn: Susan Freche 9311 Lee Avenue, Third Floor Manassas, Virginia 20110
Resume Receipt: E-mail
Default email for resumes.: cglenn@vacourts.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 3574

Attorney

Robert Dunlap Esquire, PLLC (Beckley, WV)

Position Type:	Full-time
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Small firm (2 attorneys, 7 employees total) specializing in civil litigation, family law, criminal law, small amount of personal injury. Interest, and some experience in civil litigation helpful.
Desired Class Level:	Graduate/Alumni
Posting Date:	July 3, 2018
Expiration Date:	August 31, 2018
Contact:	Robert Dunlap Owner/Partner 208 Main Street Beckley, West Virginia 25801
Resume Receipt:	E-mail
Default email for resumes.:	robertdunlapesq@gmail.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	3563

Compliance Analyst, Verbatim
Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

Position Type: Full-time
Practice Area(s): Corporate
Description: <p>Verbatim is the premier managed service provider of subsidiary compliance solutions to multinational organizations. We support the complex compliance needs of the world's largest and most sophisticated multinational corporations. We are a team of compliance professionals armed with subject matter expertise, global jurisdictional reach, and a robust, customizable technology platform. We are dedicated to the coordination and execution of substantive and routine corporate governance and compliance matters, focusing on global secretary matters exclusively which frees clients to concentrate internal resources on more strategically significant issues and initiatives.</p> <p>Verbatim is a wholly-owned subsidiary of Orrick, Herrington & Sutcliffe LLP, a leading global law firm. Verbatim does not engage in the practice of law; our employees act as compliance coordinators while managing lawyers in more than 130 jurisdictions. Legal advice concerning corporate law compliance is provided by legal advisors coordinated by Verbatim.</p> <p>Verbatim currently has openings at Orrick's Global Operation Center in Wheeling, WV for Compliance Analysts. This position has potential remote work / telecommuting opportunities on a part-time basis after 6 months in the role.</p> <p>As a Compliance Analyst, you will be responsible handling corporate compliance, subsidiary maintenance, incorporation, dissolution and general corporate housekeeping activities for the global subsidiaries of multinational clients. The Compliance Analyst prepares corporate documents and dedicatedly leads the entire matter process (from initiation through completion and publication in a web-based compliance platform), probes for cross-selling opportunities, and develops positive working relationships with clients. This position requires excellent project management skills, the ability to lead local counsel as well as good knowledge of international corporate requirements and procedures.</p>
Responsibilities: <ul style="list-style-type: none">• Provides consultative service as the initial point of contact for client inquiries.• Dedicatedly leads matters through the entire lifecycle by establishing a matter with each request.• Establish yourself as a subject matter expert and trusted business partner.• Develops and maintains knowledge of the clients, Verbatim and industry as a whole by attending and fully engaging in formal and informal training/mentoring sessions; engaging in self-directed learning• Controlling counsel fees by managing local counsel to provide services within proposed budget• Represents Verbatim by developing and maintaining comprehensive knowledge of industry trends and general business and financial acumen through various sources and initiatives.
Requirements: <ul style="list-style-type: none">• 4 – year BS/BA degree or equivalent work experience required, paralegal certificate from an ABA approved paralegal program preferred. JD degree a plus.• Strong analytical and critical thinking/problem solving skills, attention to detail and accuracy• Knowledge of corporate law and in-house/law firm experience is needed.• Excellent communications skills (written, verbal and relationship building).• Confirmed ability to handle and prioritize complex and concurrent projects adapting to a dynamic and high-energy department with multiple deadlines.• Experience with legal database systems e.g., Two-Step, ICSA, CT or Bridgeway a plus.• Proficiency with MS Office Suite (Word, Excel, PowerPoint, & Outlook).• Commitment to Verbatim's core values and client service standards. <p>To submit your resume and cover letter for this position, please visit Orrick's Paralegal and Professional Staff listing at www.orrick.com/careers/.</p> <p>No phone calls please.</p> <p>All qualified applicants will receive consideration for employment without regard to race, sex, color, religion, national origin, sexual orientation, gender identity, protected veteran status, or on the basis of disability.</p>

Desired Class Level: Graduate/Alumni
Posting Date: June 28, 2018
Expiration Date: August 28, 2018
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 Orrick's Paralegal and Professional Staff listing at https://www.orrick.com/Careers .
Additional Documents: Cover Letter
ID: 3555

Administrative Director of Courts
Supreme Court of Appeals of West Virginia (Charleston WV)

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

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 06/14/18)

The Supreme Court of Appeals of West Virginia has an immediate professional opportunity for an Administrative Director of Courts in Charleston, West Virginia. This position directly reports to the Chief Justice of the Supreme Court of Appeals, as well as the other Justices.

Administrative Director of Courts

Position Purpose: This position performs highly responsible administrative work in directing the administrative activities of the Supreme Court and carrying out the duties set forth in Article VIII, § 3 of the West Virginia Constitution and West Virginia Code Chapter 51. Primary areas of responsibilities include: Security Services; Communications and Public Information; Legal Services, including Library and Human Resources Services; Technology Services; Finance, Accounting and Administration Support, including Payroll and Facilities Management; Education and Outreach Programs; Probation Services; and Court Services and Support, including Children and Juvenile Services, Circuit, Family, Magistrate, and Specialty Courts, including Drug and Business Courts. The Administrative Director also serves as a liaison to advisory groups of committees, of justices, judges, administrators that provide recommendations and advice for policy-making, business practice change, and service delivery.

Minimum Qualifications:

- Bachelor's Degree from an accredited institution with a degree in judicial administration, business administration, public administration, law, or a related administration field. Juris Doctorate or advanced degree highly preferred.
- At least ten (10) years of progressively responsible experience in legal administration, court administration, and/or related judicial experience is highly preferred, but not mandatory.
- At least ten (5-10) years of supervisory experience preferred.

Skills and Knowledge:

- Licensed to practice law in West Virginia (highly preferred).
- Ability to interact with the public and government officials in a variety of situations and circumstances.
- Ability to organize, direct, and coordinate administrative activities in a manner conducive to full performance and high morale.
- Knowledge of the organization, functions, responsibilities, and procedures of the courts.
- Knowledge of court procedures, legal documents, laws, and legal factors pertaining to the West Virginia judiciary highly desirable.
- Knowledge of modern principles and practices of public administration.
- Ability to express ideas on a variety of subjects, including legal and technical, clearly and concisely, orally and in writing.
- Demonstrated leadership acumen with high ethics and the ability to perform ad hoc problem solving in fast paced, high pressure situations.

Primary Duties and Responsibilities include:

- Supports the Supreme Court of Appeals of West Virginia in discharging its responsibility to provide for the administration of justice.
- Implements the rules, orders, and policies of the Court as they apply to court administration as well as enforces all Chief Justice directives and state statutes related to courts within the West Virginia Judicial System.
- Develops and implements strategic plans designed to ensure a shared vision and values throughout the Courts of West Virginia.
- Develops, promotes, and enforces statewide administrative practices and procedures under the direction and approval of the Supreme Court of Appeals. Engages in continuing examination and evaluation of existing administrative practices and procedures toward making recommendations for improvements.
- Leads and directs with integrity the employees of the Administrative Office of the Supreme Court through oversight of employee selection, employment, performance management, and termination processes, executed in accordance with the law and sound human resources management principles.
- Prepares the state judicial budget following principles of cost-effectiveness, efficiency, and transparency. Monitors expenditures to ensure compliance with the budget.
- Gathers and analyzes a variety of reports and statistics, and makes recommendations for appropriate action in support of the principles of the Supreme Court of Appeals.
- Participates in appropriate and assigned legislative, executive, public, and other extracurricular activities toward promotion of the efforts of the Supreme Court and its administration of justice, including the delivery of speeches, papers, and other materials to diverse groups. Represents the Supreme Court in non-judicial matters with outside entities such as law enforcement, news media, committees, bar associations, and other groups having an interest in the courts of West Virginia, and administrative matters such as delivery of probation and related services, and the high overriding goal of administration of justice in West Virginia.
- Performs other duties as assigned

Criminal Background Check: Successful candidates must submit to criminal background check and a drug screen.

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), 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 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: June 15, 2018
Expiration Date: August 31, 2018

Contact: Joan Mullins
Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305

Resume Receipt: E-mail

Default email for resumes.: Billie.T.Catlett@wv.gov

Additional Documents: Cover Letter

ID: 3532

2018-19 Daniel J. Curtin, Jr. Fellowship
American Planning Association - Daniel J. Curtin, Jr. Fellowship

Position Type:	Fellowship
Geographic Preference:	West (CA, NV, UT, CO, MT, WY)

Description:

CALL FOR APPLICATION SUBMISSIONS FOR THE PLANNING & LAW DIVISION

DANIEL J. CURTIN, JR. FELLOWSHIP
2018-2019 ACADEMIC YEAR

Daniel J. Curtin

San Francisco native Daniel J. Curtin, Jr., a former member of the American Planning Association (“APA”); an expert on the California General Plan, planning law, and land use regulations; and retired partner and of counsel in the Walnut Creek office of Bingham McCutchen LLP, died in 2006. A well-known author, his long list of publications — frequently cited by the California Courts — includes Curtin’s California Land Use and Planning Law, a preeminent treatise on California land use law, which is in its 27th edition; and Bargaining for Development: A Handbook on Development Agreements, Annexation Agreements, Land Development Conditions, Vested Rights, and the Provision of Public Facilities, with David L. Callies and Julie A. Tappendorf (Environmental Law Institute, 2003). (Source: Northern California APA website).

The Program

The Planning and Law Division (“PLD”) of the APA serves those who seek to understand the diverse legal issues that affect the planning profession. The legal issues underlying the planning of our cities and communities are important and essential components in the education and training of those who would become professional planners and land use practitioners. The purpose of the PLD’s Daniel J. Curtin, Jr. Fellowship Program (“Fellowship Program”) is to foster increased interest in the study of land use planning and its interrelationship with the law at the advanced undergraduate, graduate, and law school levels. This will provide increased participation in the planning profession, and ultimately, greater service to communities across the nation. The Fellowship Program is open to third and fourth year undergraduate students, master’s degree students, and certain law students. One fellowship with a stipend of \$2,500 is awarded per academic year. The stipend includes a \$1,500 award and a \$1,000 APA membership and Annual Conference stipend. The term of the fellowship is approximately ten months (the typical length of two semesters or three quarters), from mid-October to mid-August, and will include approximately 100 to 200 total hours of work. The fellow will conduct his/her fellowship duties remotely, i.e., from where he/she lives or attends school.

Fellowship Responsibilities & Benefits

If selected for an award by the PLD Fellowship Committee, the fellow’s responsibilities may include, but are not limited to, assisting with PLD membership recruitment and retention activities, creating web resources for membership, and significant involvement in PLD’s Early Career Program Committee. Fellowship benefits include contact with a network of nationally recognized leaders in the field; access to newsletters, webinars, educational sessions and online resources featuring current legal issues and trends relevant to planning; participation in planning and law networking events; and opportunities for leadership and volunteerism in the planning and law field.

Eligibility

Eligible applicants shall be students who intend to work as practicing planners or legal practitioners in the public or private sector and are:

- Citizens of the United States; and
 - Students during the 2018-19 academic year who are:
 - o Third or fourth year undergraduate students enrolled in a planning program accredited by the PAB (“Planning Accreditation Board”);
 - o First or second year graduate students enrolled in a planning program accredited by the PAB; or
 - o First or second year students enrolled in a three-year ABA-accredited law school program.*
 - o First, second, or third year students enrolled in a four-year ABA- accredited law school program.***
- Law students entering their final year of law school may not apply due to conflicts between bar exam studies and the ability to complete the

fellowship.

Application Requirements

Applicants for the Fellowship Program shall complete the attached application form and shall submit all of the following electronically, except for the official transcript:

- o A personal and background statement written by the student, describing his/her interest in a career in planning and the law, and describing what impact the student wants to make in the planning and law field. The statement should be single-spaced, with one-inch margins and 12-point font, and no longer than 1,000 words.

- o One letter of recommendation in support of the student's application and career goals;

- o Transcripts of current course of study: Students should include an unofficial

transcript in the electronic application and have an official transcript sent under separate cover by mail. Second year law students should submit law school transcripts, second year planning students should submit planning school transcripts, and first year law or planning students should submit undergraduate

transcripts. Students should request official transcripts with adequate time for receipt by the PLD Fellowship Program Administrator no later than September 15, 2018;

- o A resume of work experience and background;

- o Verification of student enrollment (for current students) or a copy of an acceptance letter from a PAB accredited graduate planning school or a law school (for incoming students); and

- o The student's signature on the application form.

Incomplete applications will not be reviewed by the PLD Committee. To verify the status of your application, send a request to bconnolly@ottenjohnson.com.

Selection Criteria The PLD Fellowship Committee, appointed by the PLD Chair, will review applications and determine the award winner. Applications will be judged using the following criteria, listed in order of importance:

- Commitment to planning and the law as reflected in personal statement and resume;
- Academic achievement and/or improvement;
- Letter of recommendation; and
- Professional presentation.

As part of the selection process and at the sole option of the PLD Fellowship Committee, the top five applicants may be required to participate in a telephone interview with members of the PLD Fellowship Committee. If required by the PLD Fellowship Committee, the applicant's performance in the telephone interview will serve as an additional criterion for determination of the award. The Award Process

- The PLD Fellowship Committee meets in September to review applications and to identify and award a fellowship recipient.
- An alternate is chosen in the event the selected recipient for a PLD fellowship is unable to return to school or if a student recipient fails to submit a written acceptance within the stated period after being notified of award.
- Award recipient is required to provide a written acceptance of the award to the PLD Chair within ten (10) days of receiving an award notification letter.
- The PLD Fellowship Program Administrator will announce the name of the award recipient by October 15, 2018.

- Upon receipt of these required materials, the first \$500.00 of the award will be paid to the student by PLD. The next \$500.00 of the award will be paid to the student at the beginning of the Spring 2018 semester (or at the mid-point of the Winter quarter, if the student is on the quarter system), contingent upon the student maintaining a satisfactory level of work in the Fellowship Program, as determined by the PLD Chair. The remaining balance of the award (\$500.00) will be paid in the last month of the fellowship term, contingent upon (a) receipt by the PLD Chair of a written report from the school stating that the student is still enrolled, and (b) the student maintaining a satisfactory level of work in the Fellowship Program, as determined by the PLD Chair.

- It is the responsibility of the applicant/recipient to notify PLD of any change in address for any and all notices and student membership services.
- Staff will notify the appropriate APA Chapter President of fellowship recipient in their area. Chapters are encouraged to involve recipients in Chapter activities and provide mentoring.

Deadline

The application submittal deadline for the Fellowship Program is September 15, 2018. All application information must be received by the PLD Fellowship Program Administrator by that date. Applications must be submitted electronically in a single PDF file and emailed to Brian J. Connolly, Esq., Secretary/Treasurer of the PLD, at bconnolly@ottenjohnson.com. PDF files should be titled in accordance with the following example: "JDoeCurtinFellowApp2018."

Additionally, official transcript must be received by September 15, 2018 at the following address:

Brian J. Connolly, Esq
Otten Johnson Robinson Neff + Ragonetti, P.C.
950 17th Street, Suite 1600
Denver, CO 80202

Incomplete applications will not be reviewed by the Committee.

Desired Class Level:	1L, 2L, Graduate/Alumni
Posting Date:	June 7, 2018
Expiration Date:	September 15, 2018
Contact:	Brian J. Connolly Secretary/Treasurer of PLD Otten Johnson Robinson Neff & Ragonetti Suite 1600 17th Street Denver, Colorado 80202 United States
Resume Receipt:	E-mail
Default email for resumes.: ebono@law.du.edu	
Additional Documents:	Cover Letter, Unofficial Transcript
ID:	3514

Law Clerk 2019-2020

NJ Courts (Trenton, NJ)

Position Type:	Full-time
Practice Area(s):	All Practice Areas
Description:	<p>Law Clerk 2019-2020</p> <p>Court Term: August 26, 2019 through August 31, 2020</p> <p>Salary Information</p> <p>Supreme Court - \$65,580</p> <p>Superior Court Appellate Division - \$59,875</p> <p>Superior Court Assignment Judge - \$54,886</p> <p>Superior Court Chancery Division, General Equity - \$54,886</p> <p>Superior Court Chancery Division, Family - \$50,562</p> <p>Superior Court Law Division (Civil and Criminal) - \$50,562</p> <p>Tax Court - \$50,562</p> <p>Salaries listed are based on a 53 week court term. These are salary levels for the 2018-2019 Court Term. The salaries for the 2019-2020 Court Term are to be determined based on funding availability.</p> <p>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.</p> <p>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.</p> <p>As of June 18, 2018, 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 25, 2018.</p> <p>To apply for a clerkship, please click here http://www.judiciary.state.nj.us/public/lawclerks.html (available June 18, 2018).</p> <p>For questions regarding clerkships, please email LawClerkFAQ@njcourts.gov</p> <p>Qualifications</p> <p>Law clerks must have graduated from an American Bar Association-approved law school and must not have practiced law by the time of their law clerk appointment.</p> <p>The Judiciary's law clerkship program is intended for recent law school graduates (defined as graduating law school within the past four (4) years) who have not yet engaged in the practice of law. Selected candidates will be required to provide an official, final law school transcript, not a photocopy, which includes the date of graduation from their law school at the time of hire. Excellent writing and analytical skills are essential.</p>

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://njcourts.gov/public/assets/access/codeofconduct_hr.pdf

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://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. Applicants who indicate "see resume" or enter their initials to acknowledge that they have skipped the Work History and Education sections will not be considered, unless they do not possess any education history or work experience. 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: 3L, LLM, Graduate/Alumni
Posting Date: June 5, 2018
Expiration Date: March 30, 2019
Contact: Lauren Morales 25 Market Street Trenton, New Jersey 08611
Resume Receipt: Other (see below)
How to Apply: https://www.governmentjobs.com/careers/njjudiciary/jobs/2069251

ID: 3511

Bilingual (Chinese) Law Clerk/ Attorney

Lerner Law (Brooklyn, NY)

Position Type: Full-time	
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)	
Description:	
Robert N. Lerner	
ATTORNEY AT LAW	
828 64th St., 2nd Fl., Rm. 2A	
BROOKLYN, NEW YORK 11220	
TEL: (718) 748-2500	
FAX: (718) 504-4902	
E-mail: RNL.LERNERLAW@GMAIL.COM	
Date: March 19, 2018	
Bilingual (Chinese)	
Law Clerk/ Attorney	
I have operated a general practice law office in Brooklyn, NY for over 20 years.	
My office provides a unique opportunity to become acquainted with solo, general practice. My practice includes: probate, criminal, personal injury, immigration, matrimonial, real estate law, and civil litigation.	
Most of my clients are Chinese and have limited English skills, so the primary requirement is that the applicant be fluent in Chinese.	
JOB DESCRIPTION	
Hours:	Flexible
Responsibilities:	Legal research, document drafting, court appearances.
Language Skill:	Fluent Chinese-required
Salary:	Negotiable
CONTACT: ROBERT N. LERNER, ESQ. (As set-forth in the letterhead)	
Desired Class Level: Graduate/Alumni	
Posting Date: March 20, 2018	
Expiration Date: August 31, 2018	
Contact: Robert N. Lerner Owner/Attorney 828 64th Street, Suite 2A NY 11220 Brooklyn, New York	
Resume Receipt: E-mail	
Default email for resumes.: rnl.lernerlaw@gmail.com	
ID: 3344	

Litigation Associate (Charleston, WV)
Step toe & Johnson, PLLC (Morgantown, Charleston, Bridgeport, WV)

Position Type:	Full-time
Practice Area(s):	Litigation
Geographic Preference:	Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)
Description:	Step toe & Johnson PLLC is seeking an experienced litigation associate for its Charleston, WV office. Qualified candidates should have litigation experience commensurate with time in practice, strong writing and analytical skills, excellent academic credentials, and a desire to appear in court. Experience with litigation in federal courts and experience with complex, high-profile, high-dollar litigation is particularly helpful. We offer a competitive starting salary and a comprehensive benefits package, along with opportunity for advancement. Step toe & Johnson is among the NLJ’s Top 250 law firms, with 13 offices in 6 states. In addition to litigation, Step toe & Johnson’s core strengths include energy, transactional, and labor and employment law, with over 300 attorneys working in 40 practice areas. With roots dating back more than a century, the firm has a long history of success borne of focused client service and congenial working relationships with the firm.
Desired Class Level:	Graduate/Alumni
Posting Date:	December 21, 2017
Expiration Date:	December 1, 2018
Contact:	Claire Ellis Coordinator, Recruiting & Professional Development P.O. Box 1616 United Center, 1085 Van Voorhis Rd., Suite 400 Morgantown, West Virginia 26507-1616
Resume Receipt:	E-mail
Default email for resumes.:	Claire.Ellis@Step toe-Johnson.com
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
ID:	3210