



Attorney Advisor

U.S. Department of Justice, Environment and Natural Resources Division

Position Type: Full-time**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)**Job Location(s):** Washington, District of Columbia (United States)**Description:**

ATTORNEY ADVISOR

FEDERAL BUREAU OF PRISONS (BOP)
 MID-ATLANTIC REGION, FEDERAL CORRECTIONAL INSTITUTION, BECKLEY, WEST VIRGINIA
 ATTORNEY
 FEDERAL CORRECTIONAL INSTITUTION, 1600 INDUSTRIAL PARK ROAD
 BEAVER, WV 25813
 UNITED STATES

About the Office:

The legal practice at the Consolidated Legal Center (CLC) covers a wide variety of issues focusing on correctional law and litigation, either through administrative or litigation channels and includes but is not limited to such matters as inmates' reasonable access to the courts (through access to legal materials, legal correspondence, and attorney-client visits), conditions of confinement, medical care, diet and religious accommodations, housing assignments, hygiene and sanitation, discipline, civil commitment, and other mental health matters. On a daily basis the attorney will work alongside other attorneys and legal support staff. The attorney will also work closely with several different United States Attorneys' Offices handling litigation issues.

The position involves legal advice and litigation assistance that may arise out of several federal correctional institutions including: the Federal Correctional Institution in Beckley, West Virginia, the Federal Prison Camp in Alderson, West Virginia, the United States Penitentiary in Lee, Virginia, the Federal Correctional Institution in McDowell, West Virginia, and the Federal Correctional Institution in Gilmer, West Virginia.

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

Job Description:

The CLC Attorney position includes being involved in a legal office that oversees the legal advice and litigation assistance that may arise out of several federal correctional institutions including: the Federal Correctional Institution in Beckley, West Virginia, the Federal Prison Camp in Alderson, West Virginia, the United States Penitentiary in Lee, Virginia, the Federal Correctional Institution in McDowell, West Virginia, and the Federal Correctional Institution in Gilmer, West Virginia. The incumbent will be expected to provide advice and guidance to all levels of staff at these correctional facilities, including members of the Executive Staff. The incumbent will also be expected to communicate with defense attorneys, prosecutors, federal courts, and agency officials. The incumbent must have thorough knowledge of all aspects of BOP policy and practice as he/she may be required to appear in District Court on short notice to explain and advocate the agency's rationale for its correctional management decisions.

This is a primary law enforcement position. In accordance with 5 U.S.C. 3307, the maximum entry age of 36 has been established for initial appointment to a position in a Bureau of Prisons correctional institution. The duties of this position may at times require frequent and direct contact with individuals in confinement who are suspected or convicted of serious criminal offenses. It has also been determined that the duties of this position require experience and knowledge of the on-the-job responsibilities of a primary law enforcement officer working in a detention facility.

A prerequisite requirement of this position is the completion of "Institution Familiarization" and the satisfactory completion of a mandatory course in "Introduction to Correctional Techniques." The training emphasizes self-defense, firearms, security, hostage situations and cardiopulmonary resuscitation.

Because of the nature and mission of this position, it requires "hands-on" understanding of the operating problems encompassed in working within an institution. The incumbent may be called on to perform as a law enforcement officer in a correctional environment during training, emergency situations, times of staff shortages and under any other type of correctional operating crisis. Specific correctional responsibilities may include custody and supervision of inmates, responding to emergencies and institution disturbances, participating in fog and escape patrols, and assuming correctional officer posts when necessary. The incumbent may be required to shakedown inmates and conduct visual searches in their work or living area for contraband. The incumbent must be prepared to use physical control in situations where necessary, such as in fights among inmates, assaults on staff and riots or escape attempts.

Due to COVID-19, if selected, you may be expected to telework for an undefined period under the Department's evacuation authority, even if your home is located outside the local commuting area. Employees in this status may be notified of a requirement to report in person to the component workplace with an advance notice of not less than 30 days. Prior to a requirement to report to the workplace, employees may be eligible to request to continue to telework one or more days a pay period depending upon the terms of the component's telework policy.

Qualifications:

Required Qualifications: Applicants must have a J.D. degree, be an active member of the bar (any U.S. jurisdiction), and have at least one (1) year post-J.D. legal or other relevant experience.

Preferred qualification: Prior experience in correctional law is preferred.

Salary:

The possible salary range, including locality pay adjustments, is GS-12 (\$68,299 to \$88,792), GS-13 (81,216 to \$105,579) or GS-14 (\$95,973 to \$124,764).

Travel:

Some travel may be required.

Application Process:

Applicants must submit a cover letter (highlighting relevant experience), resume and a writing sample by May 17, 2022 to:

U.S. Department of Justice
Federal Bureau of Prisons
Mid-Atlantic Regional Office
302 Sentinel Drive, Suite 200
Annapolis Junction, Maryland 20701
Attention: Michael D. Frazier, Regional Counsel

It is preferred that you submit your application materials to mfrazier@bop.gov.

No telephone calls please. This position is open until filled, but no later than May 17, 2022.

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

Application Deadline:

Tuesday, May 17, 2022

Relocation Expenses:

Not authorized.

Number of Positions:

One

Updated May 2, 2022

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Department Policies

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

Equal Employment Opportunity: The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of race, color, religion, national origin, sex - including gender identity, sexual orientation, or pregnancy status - or because of age (over 40), physical or mental disability, protected genetic information, parental status, marital status, political affiliation, or any other non-merit based factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. For more information, please review our full EEO Statement.

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

Outreach and Recruitment for Qualified Applicants with Disabilities: The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy

announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with disabilities are encouraged to contact one of the Department’s Disability Points of Contact (DPOC) to express an interest in being considered for a position. See list of DPOCs.

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

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

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This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

Desired Class Level: Graduate/Alumni
Posting Date: May 5, 2022
Expiration Date: May 17, 2022
Contact: Patricia McKenna ENRD Counselor for Professional Development, Diversity and ADR P.O. Box 7611 Washington, District of Columbia 20044 United States
Resume Receipt: Other (see below)
How to Apply: Application Process: Applicants must submit a cover letter (highlighting relevant experience), resume and a writing sample by May 17, 2022 to:

U.S. Department of Justice
Federal Bureau of Prisons
Mid-Atlantic Regional Office

302 Sentinel Drive, Suite 200
Annapolis Junction, Maryland 20701
Attention: Michael D. Frazier, Regional Counsel

Additional Documents: Cover Letter

Requested Document Notes: Application Process:
Applicants must submit a cover letter (highlighting relevant experience), resume
and a writing sample by May 17, 2022 to:

U.S. Department of Justice
Federal Bureau of Prisons
Mid-Atlantic Regional Office
302 Sentinel Drive, Suite 200
Annapolis Junction, Maryland 20701
Attention: Michael D. Frazier, Regional Counsel

It is preferred that you submit your application materials to mfrazier@bop.gov.

ID: 9463

Clinical Instructor – JOB ID# 58279BR

Harvard University Law School

Position Type: Full-time

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

Job Location(s): Cambridge, Massachusetts (United States)

Description:

Business Title: Clinical Instructor – JOB ID# 58279BR

Job Summary: Transactional Law Clinics (TLC) is a curriculum based transactional practice law office and clinical education program of Harvard Law School. Each semester, law school students represent clients on a broad range of civil legal matters under the guidance of Clinical Instructors. TLC's legal practice includes general business, corporate, community economic development, non-profit, real estate, entertainment, and other transactional legal areas. TLC also includes two Student Practice Organizations (SPOs) – Recording Artists Project (RAP) and Harvard Law Entrepreneurship Project (HLEP).

Job-Specific Responsibilities:

As a Clinical Instructor, you will:

- Teach, mentor, supervise, evaluate, and structure the practice work of law school students and represent clients of the TLC and SPOs.
- Participate in the classroom component of TLC and be involved in assisting with curriculum development.
- Assist in the marketing and community outreach efforts of TLC and the SPOs by supporting the clinic's endeavors to develop and nurture relationships with various client communities, organizations, and client populations.
- Participate in office wide projects such as administration and in the clinic's program as a laboratory for innovation in practice and clinical legal education.
- Assist, as needed, in helping to guide the SPOs with various internal and external related matters, as requested by the Director.
- Perform other duties as assigned.

Basic Qualifications:

- Candidates must have earned a J.D. at least 3 years ago, have at least 3 years of relevant experience, and be admitted to the Massachusetts bar or eligible for temporary admission pursuant to Massachusetts Supreme Judicial Court Rule 3:04
- Additional Qualifications and Skills:

We are looking for people who have:

- Five years of relevant legal experience preferred
- Skills (derived either from an academic or law firm setting), disposition and desire necessary to work with law students and clinic colleagues in a team-oriented collegial academic setting.
- Experience with formal mentoring and supervision of law students, beginning attorneys, emerging and start-up companies, or other professionals.
- Demonstrated ability to manage clients and independently oversee a substantial case load.
- Strong oral and written communication, organizational skills, time management, case management and documentation skills.
- Motivation, initiative and demonstrated ability to work creatively within broad program goals.
- Strong motivation to learn and achieve superior professional practice and mentoring skills.

- Experience in real estate, community economic development, or in a start-up business environment is a plus.

Additional Information:

Our Clinical Instructors bring a range of talent and experience. While 3 years of experience is the minimum required to be considered this position, our team has been doing this work for 5 - 10+ years. HLS is committed to pay equity and annual salary is commensurate with the experience each individual brings.

This is a three-year term appointment with potential for renewal, subject to departmental funding and need.

We regret that Harvard Law School is unable to provide visa sponsorship for staff positions. All offers to be made by HLS Human Resources. Be a part of excellence and leadership in legal education and scholarship at Harvard Law School. We are a community of talented people from diverse backgrounds, lived experiences, and perspectives, dedicated to advancing the cause of justice all over the world. We value our differences and our diversity as a source of strength. We are committed to developing and inspiring our students and our workforce. Whoever you are, whatever you do, however you do it, Harvard Law School is a place where you can thrive.

Commitment to Equity, Diversity, Inclusion, and Belonging:

Harvard University views equity, diversity, inclusion, and belonging as the pathway to achieving inclusive excellence and fostering a campus culture where everyone can thrive. We strive to create a community that draws upon the widest possible pool of talent to unify excellence and diversity while fully embracing individuals from varied backgrounds, cultures, races, identities, life experiences, perspectives, beliefs, and values.

For more information and to apply, please visit:

<https://jobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?PageType=JobDetails&partnerid=25240&siteid=5341&Areq=58279BR>

Desired Class Level: Graduate/Alumni
Posting Date: May 5, 2022
Expiration Date: August 31, 2022
Contact: Human Resources Cambridge, Massachusetts United States
Resume Receipt: Other (see below)
How to Apply: https://jobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?PageType=JobDetails&partnerid=25240&siteid=5341&Areq=58279BR
ID: 9461

Criminal Defense Attorney - Roswell, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

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

Job Description:

Objectives Summary

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

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

This position qualifies for a geographical differential of \$6,760 annually.

Essential Functions

Criminal Defense Attorney PD2, PD3 or PD4:

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

Public Defender 2 (PD2):

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

Public Defender 3 (PD3)

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

Public Defender 4 (PD4)

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

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

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

Minimum Qualifications

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

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

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

Employment Requirements

Must possess and maintain a valid driver's license.

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

Default FLSA: Exempt.

Geographic Pay Differential: This position may qualify for Geographic Pay Differential. Please refer to the LOPD website, Geographic Differential, for more information.

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

This job advertisement may be used to fill multiple vacancies.

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

Benefits

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

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

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

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

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

Desired Class Level(s):	Graduate/Alumni
Posting Date:	May 5, 2022
Expiration Date:	June 11, 2022
Contact:	Elizabeth Holmes 505 Marquette Ave. NW Albuquerque, New Mexico 87102 United States
Resume Receipt:	Other (see below)
How To Apply:	https://www.governmentjobs.com/careers/lopndm/jobs/3333035/criminal-defense-attorney-40353-40348-80365?sort=Salary%7CAscending&page=3&pagetype=jobOpportunitiesJobs
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
Visual ID:	9458

Criminal Defense Attorney - Santa Fe, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

Job Location(s): Santa Fe, New Mexico United States

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

Essential Functions

Criminal Defense Attorney PD2, PD3 or PD4:

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

Public Defender 2 (PD2):

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

Public Defender 3 (PD3)

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

Public Defender 4 (PD4)

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

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

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

Employment Requirements

Must possess and maintain a valid driver's license.

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

Default FLSA: Exempt.

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This job advertisement may be used to fill multiple vacancies.

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

Desired Class Level(s): Graduate/Alumni

Posting Date: May 5, 2022

Expiration Date: June 11, 2022

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

Resume Receipt: Other (see below)

How To Apply: <https://www.governmentjobs.com/careers/lopdm/jobs/3324979/criminal-defense-attorney-48964-80368-3321-73273-30195-59916?sort=Salary%7CAscending&page=3&pagetype=jobOpportunitiesJobs>

Visual ID: 9457

Financial Services Associate

Nelson Mullins Riley & Scarborough

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

Nelson Mullins is adding a Financial Services Associate to its litigation group in the West Virginia office.

A Day in the Life

In the heart of downtown Huntington, our West Virginia office is within walking distance of the scenic Ohio River, Marshall University, and a variety of shopping and dining options. You will be joining a highly skilled team of attorneys who have substantial courtroom experience at the state and federal levels. Want to know more about the West Virginia office? Find out Why Nelson Mullins from Managing Partner of the West Virginia office, Marc Williams, or check out the office here.

All candidates are asked to submit the following application materials:

- Cover letter
- Resume
- Copy of law school transcript

We Know You

You have at least a year of corporate/transactional experience, with an emphasis in real estate. This position will also include some litigation, so you have gained general experience in this area as well. You are a first-rate communicator whose written and oral advocacy skills are outstanding. Excellent academic credentials are required, and West Virginia Bar admission strongly preferred.

Who We Are

At Nelson Mullins, we help advance our clients' business goals through flexibility, business sense, and tireless advocacy based on a deep understanding of their business worlds. A team of more than 900 attorneys, policy advisors, e-discovery professionals, and other business professionals work side-by-side with you towards shared goals. With more than 100 diversified practice areas, including government relations, and policy services, as well as our Encompass e-discovery and information governance services, the Firm provides lateral attorneys joining us with a broad bench from which to pull in practitioners who can team with you to provide client services.

Desired Class Level: Graduate/Alumni**Posting Date:** May 5, 2022**Expiration Date:** June 7, 2022**Salary Range:** 100,000+**Contact:** Ashley Taylor Lampkin

Legal Recruiter and Development Coordinator

1320 Main Street Meridian/17th Floor Columbia, SC 29201 Columbia, South Carolina 29201 United States

Resume Receipt: Other (see below)**How to Apply:** [https://careers-nelsonmullins.icims.com/jobs/2943/financial-services-associate/job?](https://careers-nelsonmullins.icims.com/jobs/2943/financial-services-associate/job?mobile=false&width=1713&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240)[mobile=false&width=1713&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240](https://careers-nelsonmullins.icims.com/jobs/2943/financial-services-associate/job?mobile=false&width=1713&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240)**Additional Documents:** Cover Letter, Unofficial Transcript**ID:** 9460

Judicial Law Clerk

Mercer County Court House (Mercer PA)

Position Type: Full-time

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

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

Description:

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

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

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

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

Interested candidates should submit the following:

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

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

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

Tel: (724) 662-3800 ext. 2516

Email: bmccleary@mcc.co.mercer.pa.us

Submissions will be accepted until May 20th, 2022 at 4:30 p.m.

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

Posting Date: May 5, 2022

Expiration Date: May 20, 2022

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

Resume Receipt: E-mail

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

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Litigation Attorney

Bowles Rice LLP (All office locations)

Position Type: Full-time**Practice Area(s):** Employment, Labor, Litigation**Geographic Preference:** Morgantown**Job Location(s):** Morgantown, West Virginia (United States)**Description:**

If you are a litigator looking for a lateral opportunity, we have the job for you. Bowles Rice LLP is seeking a highly motivated, mid-level litigation attorney to work in our Morgantown, West Virginia office as a member of our busy and thriving litigation team. The ideal candidate will be someone who has meaningful experience with drafting pleadings, preparing and responding to written discovery, interviewing witnesses, drafting motions and briefs, taking and defending depositions, and developing overall case strategy. A minimum of three years of relevant litigation experience is required, along with strong writing and analytical skills and a solid work ethic. Prior defense experience, especially in employment law, is highly preferred. Selected candidate must be licensed to practice law in West Virginia and able to pass all required background screening.

Bowles Rice, which recently celebrated its 100th anniversary, offers a competitive salary, an excellent benefits package that includes health, vision and dental insurance, disability and life insurance, and a very generous retirement plan, and much more. We also offer a professional work environment where your contributions are valued and appreciated. We are a large, regional, full-service law firm with six offices located throughout West Virginia, Pennsylvania, and Virginia, yet we maintain that small office comradery.

Bowles Rice promises a collegial office setting with highly functioning teams. Our culture is what sets us apart from our competition. If you are looking for a fulfilling career opportunity, then look no further as this is the firm for you.

Applicants should e-mail cover letter, résumé, and references to the Human Resources Department at: HRdepartment@bowlesrice.com, by facsimile to (304) 347-2191, or by mail to P.O. Box 1386, Charleston, WV 25325. All submissions are held in confidence. Qualified candidates will be contacted.

For more information, visit our website at www.bowlesrice.com.

An Equal Opportunity Employer

Desired Class Level: Graduate/Alumni**Posting Date:** May 5, 2022**Expiration Date:** July 5, 2022

Contact: Mr. Ben Thomas
Partner
600 Quarrier Street Charleston, West Virginia United States

Resume Receipt: E-mail**Default email for resumes.:** hrdepartment@bowlesrice.com**Additional Documents:** Cover Letter**ID:** 9465

Real Estate Finance Mid-Level Associate - Baltimore

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time**Job Location(s):** Baltimore, Maryland United States

Job Description: Our Baltimore office is seeking an attorney with 3-5 years of real estate finance experience to join our thriving national Finance Department. Qualified candidates will have a strong real estate finance background with excellent writing ability and experience working on complex, multi-party transactions. This is an excellent opportunity to join a growing team that will train, develop and mentor incoming associates. Active bar in MD preferred.

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

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

Physical Requirements:

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

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

Desired Class Level(s): Graduate/Alumni**Posting Date:** May 5, 2022**Expiration Date:** June 11, 2022

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

Resume Receipt: Other (see below)

How To Apply: <https://selfapply.ballardspahr.com/viRecruitSelfApply/ReDefault.aspx?FilterREID=1&FilterJobCategoryID=4&FilterJobID=646>

Additional Documents: Unofficial Transcript**Visual ID:** 8805

Trial Attorney

U.S. Department of Justice, Environment and Natural Resources Division

Position Type: Full-time**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)**Job Location(s):** Washington, District of Columbia (United States)**Description:**

TRIAL ATTORNEY

ENVIRONMENT AND NATURAL RESOURCES DIVISION (ENRD)

LAND ACQUISITION SECTION

ATTORNEY

150 M STREET, NE

WASHINGTON, DC 20002

UNITED STATES

ENRD-22-045-EXC

About the Office:

The Environment and Natural Resources Division (ENRD) of the U.S. Department of Justice is seeking experienced litigators for its Land Acquisition Section (LAS) in Washington, D.C. LAS is responsible for acquiring land and other real property on behalf of the United States through condemnation proceedings for purposes ranging from establishing national parks to expanding military training facilities.

Recent cases handled by LAS include the acquisition of land to create and expand national parks and forests such as the Flight 93 National Memorial in Pennsylvania, the Baca Ranch in New Mexico, and the Everglades National Park in Florida. LAS also has initiated numerous cases throughout the United States for military and national security reasons, including expansion of military training facilities, storage of the nation's Strategic Petroleum Reserve, and construction of border security infrastructure. In the last year, LAS worked with the Department of the Army to acquire land for the expansion of Arlington National Cemetery. The attorneys hired through this advertisement will focus on all aspects of their assigned cases and work in a collaborative team environment.

LAS seeks to attract, retain, and promote individuals of exceptional ability and talent from all walks of life to reflect the people it serves by drawing its workforce from all segments of society and from across the United States. For more information about the Land Acquisition Section, visit the Justice Department's website at: http://www.justice.gov/enrd/ENRD_las.html.

Job Description:

Successful applicants will litigate complex cases associated with the exercise of the United States government's power of eminent domain in federal district courts throughout the country. The Section is organized into teams in an effort to promote a collaborative and supportive environment. The Section's cases typically involve significant factual and expert discovery, a substantial motions practice, settlement negotiations, and trial. This position will allow the selected applicants to utilize their legal research, writing, and oral advocacy skills in all aspects of their assigned cases.

The legal and factual issues involved are often complex and can include the power of the United States to condemn under specific acts of Congress, ascertainment of the market value of property with millions of dollars at stake, and applicability of zoning and land use regulations. The work of the Section is critical to the ability of the federal government to function and serve the people. LAS offers a tremendous opportunity for those interested in complex civil litigation involving discovery, motion practice, settlement negotiations, work with sophisticated experts, and significant trial work. This position also offers an opportunity to work on title issues and with expert witnesses, including appraisers, land use consultants, and developers.

Due to COVID-19, if selected, you may be expected to telework for an undefined period under the Department's evacuation authority, even if your home is located outside the local commuting area. Employees in this status may be notified of a requirement to report in person to the component workplace with an advance notice of not less than 30 days. Prior to a requirement to report to the workplace, employees may be eligible to request to continue to telework one or more days a pay period depending upon the terms of the component's telework policy.

Qualifications:

LAS is looking for applicants with significant litigation experience, including discovery, motion practice, expert witness preparation and trial.

Successful applicants must have the following:

- At least 4 years of litigation experience to qualify for the GS-14 grade level.
- At least 5 years of litigation experience to qualify for the GS-15 grade level.

In addition to the above qualifications, applicants must possess a J.D. degree; be an active member of the bar (any jurisdiction), and be a U.S. citizen or national.

Additionally, qualified applicants must demonstrate the ability to work well in a collaborative, team-oriented environment, outstanding legal writing skills, and a commitment to the highest ethical and professional standards. Experience in civil litigation involving real property and work with expert witnesses is desirable, but not necessary.

Only experience and education obtained by the closing date of the announcement will be considered.

You must submit your application so that it will be received by 11:59 p.m. Eastern Time on the closing date.

Internet Sites:

For more information about the Environment and Natural Resources Division, visit the Justice Department's website at: <http://www.usdoj.gov/enrd>.

Note: The Selecting Official may select additional candidates if more positions become available within 90 days after the announcement closes.

Salary:

Years of experience will determine the appropriate salary level. The possible salary range is: GS-14 (\$126,233 - \$164,102), GS-15 (\$148,484 - \$176,300).

Travel:

You may be expected to travel for this position.

Application Process:

Your application (resume, writing sample, a brief statement of interest) and OF-306, Declaration for Federal Employment, and DD-214, if applicable, must be emailed to: ATTYAPPLY-LAS.ENRD@USDOJ.GOV Attention: Barry Weiner, Deputy Section Chief. Please reference vacancy announcement number ENRD-22-045-EXC in the subject line.

No telephone calls, please.

How You Will Be Evaluated

You will be evaluated based on your qualification for this position as evidenced by the experience you report relative to this position. Paid or unpaid experience will be considered.

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

Application Deadline:

Friday, June 3, 2022

Relocation Expenses:

Relocation expenses will not be authorized.

Number of Positions:

1

Updated May 4, 2022

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Department Policies

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

Equal Employment Opportunity: The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of race, color, religion, national origin, sex - including gender identity, sexual orientation, or pregnancy status - or because of age (over 40), physical or mental disability, protected genetic information, parental status, marital status, political affiliation, or any other non-merit based factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. For more information, please review our full EEO Statement.

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

Outreach and Recruitment for Qualified Applicants with Disabilities: The Department encourages qualified applicants with disabilities, including individuals with

targeted/severe disabilities to apply in response to posted vacancy announcements.

Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority.

Individuals with disabilities are encouraged to contact one of the Department's Disability Points of Contact (DPOC) to express an interest in being considered for a position. See list of DPOCs.

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

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

* * *

This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

Desired Class Level: Graduate/Alumni

Posting Date: May 5, 2022

Expiration Date: June 3, 2022

Contact: Patricia McKenna
ENRD Counselor for Professional Development, Diversity and ADR
P.O. Box 7611 Washington, District of Columbia 20044 United States

Resume Receipt: Other (see below)

How to Apply: Application Process:
Your application (resume, writing sample, a brief statement of interest) and OF-306, Declaration for Federal Employment, and DD-214, if applicable, must be emailed to: ATTYAPPLY-LAS.ENRD@USDOJ.GOV Attention: Barry Weiner, Deputy Section Chief. Please reference vacancy announcement number ENRD-22-045-EXC in the subject line.

Additional Documents: Cover Letter, Writing Sample

ID: 9462

Associate Attorney

Geoff McDonald & Associates, P.C. (Richmond, VA)

Job Type: Full-time

Job Location(s): Richmond, Virginia United States

Job Description: **Geoff McDonald and Associates is looking for an experienced attorney to join its growing practice. Qualified candidate will handle their own caseload of cases from pre-litigation, litigation, trial prep and trial.**

Preferred candidate has trial experience.

Candidate must have a Virginia law license.

The right attorney will have compassion and understanding for the clients they are working with. They will also have integrity and excellence for the work they will be doing for the firm. Must be able to adhere to the firm's core values and have strong, long-lasting client relationships.

Candidate must be able to autonomously handle a large volume of files, meet deadlines, create litigation plans, conduct discovery while maintaining exceptional client interaction. Experience handling Virginia workers' compensation cases a plus. Fluency in Spanish is a major plus.

At GMA, you will belong to a culture of innovation. We strive to improve, tirelessly. We invested in technology that makes you more efficient. Our attorneys and paralegals are equipped with software that enables them to help more people and achieve results faster.

The position will require managing a caseload of personal injury and other matters, including:

- **Evaluating potential new cases;**
- **Meeting with potential clients;**
- **Overseeing pre-litigation workup of cases;**
- **Conducting settlement negotiations;**
- **Filing complaints and other pleadings;**
- **Trials, depositions, and other court appearances;**
- **Overseeing disbursement of recoveries;**
- **Maintaining excellent client relations.**

Must have excellent attention to detail, stellar organization skills and the ability to not only communicate well but to fully grasp real-life implications that these cases have on our clients.

Applicants should have strong organizational skills, want responsibility, enjoy trial work, and have good people skills. Applicants should also be a team player and a strong desire to zealously advocate on behalf of their clients.

Interested applicants should submit a resume.

Salary will be commensurate with experience. Rich benefits package!

GMA was named a 2022 Top Places to Work by the Richmond Times Dispatch

Desired Class Level(s): Graduate/Alumni

Posting Date: May 4, 2022

Expiration Date: June 10, 2022

Contact: Chief Operating Officer Curtis J. Powell
Chief Operating Officer
8720 Stony Point Parkway Richmond, Virginia 23235 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: cpowell@mcdonaldinjurylaw.com

Additional Documents: Cover Letter

Visual ID: 9449

General Litigator

The Levicoff Law Firm (Pittsburgh, PA)

Position Type: Full-time

Practice Area(s): All Practice Areas

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

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

Description:

A general litigation practice firm based in Pittsburgh and practicing throughout western Pennsylvania and West Virginia is looking for associate attorneys **admitted to practice in West Virginia** with some practice experience. This is a high energy litigation firm, that is an excellent training ground for trial practice. Salary will be based on experience level, and qualifications. Excellent benefits and practice support. Chance to work closely with extremely experienced managing partners. Please email cover letter explaining interest and resume. A writing sample may also be submitted.

Desired Class Level: Graduate/Alumni

Posting Date: May 4, 2022

Expiration Date: August 16, 2022

Contact: Ms. Erin King
4 PPG Place, Suite 200 Pittsburgh, Pennsylvania 15222 United States
<https://www.levicofflaw.com>

Resume Receipt: E-mail

Default email for resumes.: EKing@LevicoffLaw.com

Additional Documents: Cover Letter, Writing Sample

Requested Document Notes: Writing sample is requested, not required.

ID: 9450

Independent Contractor

Uptown Law Firm (Greenville, SC)

Position Type: Full-time

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

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

Description:
UPTOWN Law Firm

Independent Contractor

Job Summary

Growing Real Estate Law Firm is seeking Attorney to perform real estate closings on a per-file basis throughout West Virginia.

Responsibilities and Duties

- Printing and reviewing closing documents and related title opinions.
- Conducting closings in a professional and courteous manner.
- Competently explaining terms and documents to borrowers.
- Scanning or faxing back documents for post-closing review.

Qualifications and Skills

- Required Experience, Skills and Qualifications.
- Active West Virginia Law License.
- Ability and willingness to travel.

Salary

\$150 - \$180 per closing.

Job location: West Virginia

APPLY NOW!

Send Resumes to lovely.brooks@theuptownlawfirm.com

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

Posting Date: May 4, 2022

Expiration Date: July 29, 2022

Contact: Lovely Brooks
Vendor Manager
1200 Woodruff Rd suite a-3 Greenville, South Carolina 29607 United States

Resume Receipt: E-mail

Default email for resumes.: lovely.brooks@theuptownlawfirm.com

ID: 9451

Real Estate Attorney

Ziegler and Ziegler, L.C. (Hinton, WV)

Position Type: Full-time

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

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

Description:

Position opening for real estate attorney in Hinton, West Virginia.

The law firm of Ziegler and Ziegler, L.C. is seeking to hire an attorney with real estate experience. Our firm is located in Hinton, West Virginia but the position may require travel to other counties. The candidate must be licensed to practice law in West Virginia or a law school graduate who plans to take the West Virginia State Bar exam in 2022.

Responsibilities include:

Performing title searches;
Reviewing title opinions;
Assessing title issues and opining on title curative matters;
Performing real estate closings;
Accurately acting as settlement agent;
Handling client funds;
Meeting with buyers, sellers, realtors, and lenders or loan officers;
Answering questions about real estate closings and title issues;
Insuring that title issues have been addressed;
Working with law firm staff;
Document preparation; and
Other duties as the managing attorney or founding attorneys assign.
Required skills include:

A license to practice law in West Virginia (or anticipation of receiving a license);
Experience or education in real estate law and transactions;
Ability to work independently;
Problem solving skills; and
Ability to do title searches.

Please send resumes, cover letters, writing sample, and transcripts to Anna Ziegler at anna.ziegler@zieglerandziegler.com or by mail to 110 James Street, Hinton, West Virginia 25951.

Desired Class Level: Graduate/Alumni

Posting Date: May 4, 2022

Expiration Date: August 31, 2022

Contact: Anna Ziegler
110 James Street Hinton, West Virginia 25951 United States

Resume Receipt: E-mail

Default email for resumes.: anna.ziegler@zieglerandziegler.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Requested Document Notes: Please send resumes, cover letters, writing sample, and transcripts to Anna Ziegler at anna.ziegler@zieglerandziegler.com or by mail to 110 James Street, Hinton, West Virginia 25951.

ID: 9452

Circuit Judge Law Clerk for the Honorable Judge Jacob Reger

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

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

Description:

The Administrative Office of
The Supreme Court of Appeals of West Virginia
Position Announcement
TWENTY-SIXTH Judicial circuit UPSHUR & LEWIS County
EMPLOYMENT OPPORTUNITY
Buckhannon, West Virginia
Position open until filled (Posted 5-3-2022)

The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Jacob E. Reger. This position works under the direct supervision of Judge Jacob E. Reger in the Twenty-Sixth Judicial Circuit, Upshur & Lewis County, WV. This is a salaried position. The position is described as follows:

Circuit Judge Law Clerk

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$50,946.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$59,538.00, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

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

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

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

Duties and Responsibilities:

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

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

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

Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

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

The Administrative Office of the Courts

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

West Virginia Courts

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

Equal Opportunity in Employment

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

Application Process

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

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

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

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

Desired Class Level: 3L, Graduate/Alumni

Posting Date: May 3, 2022

Expiration Date: June 3, 2022

Contact: Sarah Loftus
Law Clerk Program Coordinator
Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia
25305 United States

Resume Receipt: E-mail

Default email for resumes.: sarah.loftus@courtsww.gov

Additional Documents: Cover Letter, Writing Sample, Other Documents

Requested Document Notes: To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at sarah.loftus@courtsww.gov.

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

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

ID: 9443

Labor & Employment Associate

Clifton Budd & DeMaria LLP

Job Type: Full-time

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

Job Description: Management-side labor and employment firm in Manhattan is seeking an associate with at least three years of litigation experience and a demonstrated interest in labor law. The position's focus is employment litigation, where the associate will work with the employment litigation attorneys. There will be the opportunity to work in the other labor/employment areas in which we practice, including labor negotiations, employee benefits, and labor/employment advice and counsel.

New York bar admission is required.

Desired Class Level(s): Graduate/Alumni

Posting Date: May 3, 2022

Expiration Date: June 8, 2022

Contact: Ian Poulos
350 5th Avenue New York, New York 10118 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: iapoulos@cbdm.com

Additional Documents: Cover Letter, Writing Sample

Visual ID: 9439

Law Clerk - Judge Stephan Hansbury

New Jersey Courts

Position Type: Full-time

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

Job Location(s): Morristown, New Jersey (United States)

Description:

Immediate opening for a law clerk position with Judge Hansbury at Morris County vicinage, to finish the current 2021-2022 term through next court term August 2023. Please apply with (resume, cover letter, transcripts, writing sample) to Jessica Kwasnick at Jessica.Kwasnick@njcourts.gov. and cc Melodia Juillet melodia.juillet@njcourts.gov.

Judge information:

Judge Stephan Hansbury

Morris County Courthouse

Morristown, NJ 07963.

Civil Division

Desired Class Level: 3L, Graduate/Alumni

Posting Date: May 3, 2022

Expiration Date: June 3, 2022

Contact: Jessica Kwasnick
25 Market Street Trenton, New Jersey 08625 United States

Resume Receipt: Other (see below)

Default email for resumes.: jessica.kwasnick@njcourts.gov

How to Apply: See emails in description

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9440

Litigation Attorney

Taylor Law Office (Morgantown, WV)

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

Litigation Attorney

Description: Taylor Law Office has an immediate opening for a full-time litigation attorney. The ideal candidate should have at least three years of experience in insurance defense, but others with less experience are encouraged to apply. This individual should possess excellent client relationship skills, along with excellent written and oral communication skills. West Virginia Bar admission is required. The position requires significant client contact and the ability to excel when working independently. Superior client communication, writing, research, computer and organizational skills are a must. Attractive Benefits package, which includes Health Insurance, 401 (k) Plan, and Paid Vacation. This is an excellent opportunity to join a busy and growing practice area of an established firm.

Expiration Date: May 31, 2022**Contact:** Emily Taylor**How to Apply:** Interested applicants should send their cover letter and resume to:**Via Mail:**

Taylor Law Office

Attn: Emily Taylor

330 Scott Avenue, Suite 3

Morgantown, WV 26508

Via Email:

etaylor@taylorlawofficewv.com

Additional Documents: Two legal writing samples (no more than 10 pages), two or more references**Desired Class Level:** Graduate/Alumni**Posting Date:** May 3, 2022**Expiration Date:** May 31, 2022

Contact: Emily A Taylor
Office Manager
34 Commerce Drive, Suite 201 Morgantown , West Virginia 26501 United States
<http://taylorlawofficewv.com/>

Resume Receipt: E-mail**Default email for resumes.:** etaylor@taylorlawofficewv.com**Additional Documents:** Cover Letter, Writing Sample, Other Documents**Requested Document Notes:** Two legal writing samples (no more than 10 pages), two or more references**ID:** 9441

Mission Driven Associate Attorney Wanted

Zinda Law Group, PLLC

Job Type: Full-time

Job Location(s): Denver, Colorado United States

Job Description: Zinda Law Group is looking for a mission drive, ambitious and passionate Associate Attorney join our team in Denver. Our Associate Attorneys work alongside our Senior Attorneys on diverse personal injury dockets. From day one, our Associate Attorneys work directly with clients; draft demands, motions, and pleadings; and handle discovery. Once they've demonstrated their abilities, our Associate Attorneys take and defend depositions, argue motions in court, handle mediations, and take witnesses at trial. This is an excellent opportunity to gain hands-on training with a nationwide law firm.

This is a hybrid opportunity - our attorneys come into the office at least once a week.

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

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

Qualifications and Experience:

- 1+ years of experience preferred but recent law school graduates are encouraged to apply;
- Licensed and in good standing with the Colorado State Bar;
- Experience drafting and responding to motions;
- Substantial knowledge of Colorado Rules of Civil Procedure.

Compensation and Benefits:

- \$90,000 - \$115,000 base salary;
- Ability to work remotely;
- Opportunities for ongoing training and mentoring;
- Opportunities to advance and grow within the firm.
- Contingency fee referral bonus opportunities;
- Paid time off and paid holidays;
- IRA plan with company contribution match;
- Medical, vision, and dental insurance;
- Paid parental leave.

Proof of the Covid-19 vaccination is required.

To apply, please send a resume and cover letter though the following link:

<https://zdfirm.bamboohr.com/jobs/view.php?id=533>

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

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

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

Posting Date: May 3, 2022

Expiration Date: June 9, 2022

Contact: Christie Feyen

Public Finance Attorney - housing group

Hawkins Delafield & Wood LLP

Job Type: Full-time

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

Job Description: Hawkins Delafield & Wood LLP seeks an associate to join our single family and multifamily housing finance practice in our New York City office. We are a nine-office national law firm with a practice focused on financings addressing society's most pressing needs. Experience the daily professional and personal satisfaction of knowing that your participation in complicated, innovative transactions (many designated ESGs) will be instrumental in providing housing to lower-income borrowers and tenants across the country.

You will work on challenging transactions employing cutting-edge financial products. We are the nation's leading firm for sophisticated housing finance, and maintain this position through our unrelenting commitment to client service, professional excellence, integrity and collaborative issue-solving. We offer a collegial work setting, a problem-solving environment and extensive direct contact with clients and senior partners.

Candidates must have 0-4 years' experience, with 2+ years' experience in Big Law or other experience in transaction law or securities law a plus, and be motivated self-starters with excellent communication skills, a commitment to ethics and professional excellence, and the ability to thrive in a fast-paced environment. New York bar admission, or pending bar admission, is required.

If you are looking for a unique opportunity to build a career in public finance, and a career perhaps more fulfilling than the typical large firm practice, we want to hear from you.

Please send a resume, cover letter and law school transcript to Bradafshar@hawkins.com

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

Posting Date: May 3, 2022

Expiration Date: June 9, 2022

Contact: Bonnie Radafshar
One Chase Manhattan Plaza New York, New York 10005 United States

Resume Receipt: Online

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 9445

Attorney

WV Bureau for Child Support Enforcement (Romney, WV)

Position Type: Full-time

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

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

Description:

Two attorney vacancies in the Bureau for Child Support Enforcement.

Martinsburg (Berkeley County) and Parkersburg (Wood County).

Applicants must be admitted to the WV Bar and be active and in good standing.

To apply, applicants should log on to the WV The Division of Personnel site > Select Forms/Documents > select Application-Paper and Instructions.

On the Application, under Job Classes list Child Advocate Attorney. If interested in other government lawyer positions then also list Attorney 1 under Job Classes.

Candidates interested in being contacted for any opening, may select that they are willing to accept employment in all counties.

Desired Class Level: Graduate/Alumni

Posting Date: May 2, 2022

Expiration Date: June 2, 2022

Contact: Mr. David Welker
Deputy Commissioner
P.O. Box 1736 Romney, West Virginia 26757 United States

Resume Receipt: Other (see below)

How to Apply: <https://personnel.wv.gov/Pages/default.aspx>

ID: 9432

Circuit Judge Law Clerk

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

Job Location(s): Berkeley Springs, West Virginia (United States)

Description:

Page 1 of 2

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

TWENTY-THIRD JUDICIAL CIRCUIT MORGAN AND JEFFERSON COUNTY
EMPLOYMENT OPPORTUNITY
Berkeley Springs, West Virginia
Position open until filled (Posted 5-02-2022)

The Position

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

This position works under the direct supervision of Judge Debra McLaughlin in the Twenty-Third Judicial Circuit, traveling between Jefferson and Morgan County, WV. This is a salaried position for the term of one year with the opportunity to extend for one additional year if mutually agreed.

The position is described as follows:

CIRCUIT JUDGE LAW CLERK

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$50,946.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$59,538.00, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

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

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

All Circuit Judge Judicial Law Clerks must be or become members of the West Virginia State Bar. If the Clerk is not a member, they must obtain admission by reciprocity within one year, or sit for the Uniform Bar Examination (UBE) each time it is offered. The failure to pass the Uniform Bar Examination within two (2) attempts will result in a loss of employment. West Virginia Bar Examination/Uniform Bar Examination failures predating judicial employment count toward the two (2) attempts. Any person who has failed the West Virginia Bar Examination the UBE, or any bar examination, two (2) or more times is ineligible for these positions. Once a person passes the Uniform Bar Examination, the issue of bar examination failures is moot. Additionally, the minimum law school g.p.a. for these positions is 2.2.

Duties and Responsibilities:

Each law clerk might have a broad spectrum of duties to perform, as every judge has specific legal and administrative support that they require of their law clerk. Duties and

responsibilities may include, but are not limited to:

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

Page 2 of 2

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

Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

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

The Administrative Office of the Courts

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

West Virginia Courts

West Virginia has a Unified Court System, under which all state courts, including Intermediate

Court of Appeals, Circuit Courts, Magistrate Courts, and Family Courts, are supervised and

administered by the Supreme Court of Appeals. The Supreme Court of Appeals and its Administrative

Office are located in Charleston and housed in the State Capitol Complex. More information

about West Virginia's Courts can be found on our website at www.courtswv.gov.

Equal Opportunity in Employment

It is the policy of the West Virginia judiciary to provide equal opportunity in employment for all

persons, and to recruit, select, train, promote, retain, and discipline without regard to race,

color, sex, age, disability, religion, sexual orientation, or national origin. Further, it is the policy of the West Virginia judiciary to maintain a professional workplace in which individuals are accorded respect, and an environment free of harassment, including

verbal or physical conduct that creates an intimidating or hostile environment for any individual

on any prohibited basis. As an employer with an Equal Employment Opportunity/Affirmative Action

Plan, the Court complies with government regulations and related Equal Employment Responsibilities

where applicable.

Application Process

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

Program Coordinator at sarah.loftus@courtswv.gov.

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

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

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

Desired Class Level: Graduate/Alumni

Posting Date: May 2, 2022

Expiration Date: June 30, 2022

Contact: Sarah Loftus
Law Clerk Program Coordinator
Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia
25305 United States

Resume Receipt: E-mail

Default email for resumes.: sarah.loftus@courtswv.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

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

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

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

ID: 9434

Law Clerk 2022-2023

Judge Sohail Mohammed (New Jersey)

Position Type: Full-time

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

Job Location(s): Paterson, New Jersey (United States)

Description:

Presiding Judge Sohail Mohammed in our Criminal Division at our Passaic County vicinage is seeking a law clerk for 2022-2023 court term. If you know of any interested law school students please have them send their application materials (resume, cover letter, transcripts, writing sample) to Debra Ali at debra.ali@njcourts.gov. and cc me Melodia Juillet melodia.juillet@njcourts.gov. Also, they can apply directly to Judge Mohammed through the law clerk portal as well.

Judge information:

Judge Sohail Mohammed

Superior Court of New Jersey

77 Hamilton Street

Paterson, NJ 07505

Criminal Division

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

Posting Date: May 2, 2022

Expiration Date: June 30, 2022

Contact: Melodia Juillet

Administrative Office of the Courts

77 Hamilton Street Paterson, New Jersey 07505 United States

Resume Receipt: Other (see below)

How to Apply: please have them send their application materials (resume, cover letter, transcripts, writing sample) to Debra Ali at debra.ali@njcourts.gov. and cc Melodia Juillet at melodia.juillet@njcourts.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9435

Litigation Associate

Cole Schotz PC

Job Type: Full-time

Job Location(s): Boca Raton, Florida United States

Job Description: **COLE SCHOTZ P.C.**

LITIGATION ASSOCIATE- FLORIDA OFFICE:

Prominent mid-Atlantic law firm with multiple regional office locations seeks an associate with 3+ years' experience in commercial litigation for our Boca Raton, Florida office. FL bar is required. We have a sophisticated practice and offer an extraordinary opportunity for challenging, interesting, and rewarding work. We seek an individual devoted to meeting the highest standards of excellence and serving clients, and who wants to be part of an established and dynamic firm. Strong academic credentials and excellent oral and written communication skills are required. We offer a competitive starting salary and a comprehensive benefits program. Please e-mail resume for consideration to:

Gayle P. Englert

Chief Human Resources Officer

Cole Schotz P.C.

Court Plaza North

25 Main Street, P.O. Box 800

Hackensack, NJ 07602-0800

genglert@coleschotz.com

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

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

Cole Schotz is an Equal Opportunity Employer

Desired Class Level(s): Graduate/Alumni

Posting Date: May 2, 2022

Expiration Date: June 8, 2022

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

Resume Receipt: Email Resume, Online

Default email address for resumes: genglert@coleschotz.com

Visual ID: 9436

Real Estate Attorney

Cole Schotz PC

Job Type: Full-time

Job Location(s):

Dallas, Texas United States
Baltimore, Maryland United States
Wilmington, Delaware United States
Hackensack, New Jersey United States
New York, New York United States
Boca Raton, Florida United States

Job Description:

COLE SCHOTZ P.C.

REAL ESTATE ATTORNEY- NEW YORK, NEW JERSEY, DELAWARE, MARYLAND, FLORIDA AND TEXAS OFFICES:

Major Mid Atlantic law firm with multiple regional office locations seeks an attorney with 3 + years' experience with an emphasis on commercial acquisitions and dispositions, real estate financing or development. Bar admission in one or more states in which the Firm has an office and where the candidate desires to be resident is required. Strong academic credentials, excellent oral and written communication skills required. We offer a competitive starting salary and comprehensive benefits package. Please e-mail resume, which must include salary requirements, to:

Gayle P. Englert

Chief Human Resources Officer

Cole Schotz P.C.

Court Plaza North

25 Main Street, P.O. Box 800

Hackensack, NJ 07602-0800

genglert@coleschotz.com

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

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

Cole Schotz is an Equal Opportunity Employer

Desired Class Level(s): Graduate/Alumni

Posting Date: May 2, 2022

Expiration Date: June 8, 2022

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

Resume Receipt: Email Resume, Online

Default email address for resumes: genglert@coleschotz.com

Visual ID: 9437

Staff Attorney (St. Cloud)

Mid-Minnesota Legal Aid (Minneapolis, MN)

Job Type: Full-time**Job Location(s):** St. Cloud, Minnesota United States

Job Description: Mid-Minnesota Legal Aid (MMLA) is seeking a full-time Staff Attorney for its St. Cloud office. This position will represent clients on family law matters, prioritizing victims/survivors of domestic violence, sexual assault, stalking, and trafficking. This position is temporarily remote and will be a hybrid position upon any firm-wide office return.

As an equal opportunity employer, MMLA is committed to inclusive hiring and dedicated to diversity in our work and staff. We strongly encourage candidates of all identities, experiences, and communities to apply. We welcome information about how your experience can contribute to serving our diverse client communities. Applicants are encouraged to share in their cover letter how they can further our goal of equal justice for all. We are committed to a discrimination- and harassment-free workplace.

BACKGROUND: Mid-Minnesota Legal Aid is a 7-office, 180 employee, nonprofit law firm, providing free legal representation and services to people with low incomes, people with disabilities, and elderly Minnesotans. MMLA receives funds from federal, state, and local government, foundations, United Ways, and private donors.

RESPONSIBILITIES:

- Apply the principles of MMLA's Racial Justice Values Statement in all interactions.
- Provide legal services to clients on family law matters, including Order for Protection, marriage dissolution, and custody cases.
- Conduct community outreach to victims/survivors, meeting clients in safe locations in the community.
- Develop and maintain community partnerships to meet victim/survivor needs. This includes identifying partnerships/services, attending community meetings, and developing strategies to meet victim/survivor needs.
- Collaborate with grant partners to meet grant/project reporting requirements.
- Other duties as assigned.

QUALIFICATIONS:

Minimum Qualifications:

- Must be licensed to practice law in the State of Minnesota, eligible for admission by reciprocity, or sitting for the Minnesota bar exam in July 2022.
- Demonstrated commitment to the needs of clients with low incomes and other vulnerable clients.
- Excellent analytical and written and verbal communication skills.
- Ability to collaborate with MMLA team members while working semi-independently.
- Proficiency using Microsoft Office.

Preferred Qualifications:

- Legal training, knowledge of community resources, and experience with case management software.
- Diverse economic, social, and cultural experiences.
- Second language proficiency.

Mid-Minnesota Legal Aid offers a competitive salary and robust benefits package, including family medical and dental insurance, short- and long-term disability, life insurance, 403(b) with employer match, FSA, employee assistance programs, and generous paid time off.

APPLICATIONS: Submit resume, cover letter expressing interest in the position, and salary expectations online at <https://mylegalaid.org/employment>.

If you require a reasonable accommodation for completing this application, interviewing, or otherwise participating in our employee selection process, please contact Jolene Chestnut at jchestnut@mylegalaid.org.

Please direct all other inquiries to hr@mylegalaid.org.

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

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

Posting Date: May 2, 2022

Expiration Date: June 8, 2022

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

Resume Receipt: Other (see below)

How To Apply: <https://mylegalaid.org/employment>

Additional Documents: Cover Letter

Visual ID: 9433

Guam is calling - trial experience on a tropical island

Guam Attorney General

Job Type: Full-time

Job Location(s):
Guam

Job Description:

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

We are looking for lawyers, including recent graduates, who are licensed and in good standing and experienced attorneys looking for professional growth.

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

With alumni from over thirty law schools across the country, our Office has had great success in hiring professional and capable attorneys and we are looking to continue to build on that foundation.

For those just entering the profession, working here will provide unmatched opportunities for hands-on legal experience under the guidance and mentorship of the experienced attorneys on our team. For those more seasoned in the profession, our office provides opportunities to sharpen your skills or apply your skills in new areas of law.

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

General information can be found at our website: <http://oagguam.org/attorney-recruitment/>

For questions about the hiring process or employment benefits, please contact our Human Resources Office at humanresources@oagguam.org.

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

Posting Date: May 1, 2022

Expiration Date: June 7, 2022

Contact: Leevin Camacho
590 South Marine Corps Drive Tamuning 96913 Guam

Resume Receipt: Other (see below)

How To Apply: Applications are available online at <http://oagguam.org/employment-opportunities/>
General information can be found at our website: <http://oagguam.org/>
For questions about the hiring process or employment benefits, please contact our Human Resources Office at humanresources@oagguam.org.

Visual ID: 9430

Associate Governmental Program Analyst

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s):

Elk Grove, California United States
 Riverside, California United States
 Oakland, California United States
 Los Angeles, California United States
 Bakersfield, California United States
 Fresno, California United States

Job Description:

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

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

EMPLOYMENT TEAM 2

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

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

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

Desired Class Level(s): Graduate/Alumni

Posting Date: April 30, 2022

Expiration Date: June 6, 2022

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

Resume Receipt: Other (see below)

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

Additional Documents: Unofficial Transcript, Writing Sample

Visual ID: 9283

Staff Attorney

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

Position Type: Full-time**Geographic Preference:** Southwest (AZ, NM)**Job Location(s):** Albuquerque, New Mexico (United States)**Description:**

NMLA Staff Attorney position available in Gallup

New Mexico Legal Aid seeks a full- or part-time Staff Attorney for our regional office in Gallup. The Staff Attorney will represent clients in a variety of civil cases, primarily in McKinley and Cibola Counties and the Navajo Nation.

The Staff Attorney will focus on housing stability and eviction defense, but will handle cases for low-income individuals and families in a wide variety of poverty law areas including family law, public benefits, consumer issues, domestic violence law, tribal law and federal Indian law. We use a community lawyering model, so work will include participating in community activities, providing community education as well as outreach to eligible clients.

Our office is located in Northwest New Mexico, in a town that borders on the Navajo Nation and Zuni Pueblo and is close to the Arizona border. We have many hiking and biking locations in and near town, and are close to many beautiful areas such as Red Rock Park, El Morro National Monument, Canyon de Chelly and Cibola National Forest. Our community has high poverty and high needs but is rich in cultural, linguistic and artistic diversity.

The NMLA office in Gallup handles a wide range of creative, challenging and complex work. We are looking for highly motivated candidates who are passionate and strongly committed to helping NMLA better serve our client communities, including development of effective team strategies to handle complex advocacy and extended representation cases.

Requirements: Three years' experience as a licensed attorney preferred. Must be willing to take the Navajo bar exam if not already licensed in Navajo court. Must be willing to travel. Must be able to effectively use computer technology and remote communications systems, including shared on-line workspaces and web meeting and videoconferencing software, to effectively collaborate and co-counsel with staff located in multiple offices. Candidates also must possess excellent written and oral communication skills, the ability to manage multiple tasks, manage a caseload and build collaborative relationships within the staff and the community. Proficiency in Navajo or Spanish is a big plus.

Applicants may be subject to a background search. Please do not let this deter you from applying. NMLA is committed to a strong workforce and recognizes that people with marks on their records may still be able to perform admirably.

The position is covered by a collective bargaining agreement. Pay is set by a union scale, click here for salary scale. NMLA provides a generous benefits, holiday and leave package, learn more.

Send a current resume, and a letter of interest explaining what you would like to accomplish if you are selected for this position to: jobs@nmlegalaid.org

Salary: DOE, NMLA is an EEO Employer. Application Deadline: until filled. Applications will be reviewed on a rolling basis.

Desired Class Level: Graduate/Alumni**Posting Date:** April 29, 2022**Expiration Date:** May 29, 2022

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

Resume Receipt: E-mail**Default email for resumes.:** jobs@nmlegalaid.org**Additional Documents:** Cover Letter**ID:** 9429

IP TM/Copyright Associate - Philadelphia, D.C., Minneapolis

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s):

Philadelphia, Pennsylvania United States

Minneapolis, Minnesota United States

Washington, District of Columbia United States

Job Description:

Ballard Spahr's national IP practice seeks an associate with three to five years of experience in trademark and copyright counseling, prosecution, and litigation (including litigation before the Trademark Trial and Appeal Board), domain name disputes (both in court and ICANN proceedings), licensing, global brand enforcement, and false advertising. Ideal candidates will have top academic credentials and superb oral and written communication skills. The associate will be resident in our offices in Philadelphia, D.C., or Minneapolis.

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

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

Physical Requirements:

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

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

Desired Class Level(s): Graduate/Alumni

Posting Date: April 28, 2022

Expiration Date: June 4, 2022

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

Resume Receipt: Other (see below)

How To Apply: <https://selfapply.ballardspahr.com/viRecruitSelfApply/ReDefault.aspx?FilterREID=1&FilterJobCategoryID=4&FilterJobID=576>

Visual ID: 7886

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)

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

Description:

There is a Law Clerk position available with 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 salary is \$49,832.41, in addition to medical coverage, vacation time, and other benefits.

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

Patrick R. Grimm, Esq.

District Court Administrator

Washington County Courthouse

One South Main Street, Suite 1003

Washington, PA 15301

Or email the documents to: pene.cecil@washingtontcourts.us

At this time it is uncertain as to which judges this posting will pertain to, as there are several vacancies. This is a general posting for judicial clerkships with Washington County Court of Common Pleas. As a result,, your cover letter, you do not need to mention a specific judge, just your interest in clerkships with the Washington County Court of Common Pleas.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 28, 2022

Expiration Date: May 28, 2022

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@washingtontcourts.us

Additional Documents: Cover Letter, Unofficial Transcript

ID: 9424

Real Estate Associate

Nelson Mullins Riley & Scarborough

Position Type: Full-time**Practice Area(s):** Commercial**Geographic Preference:** Southeast (NC, SC, GA, FL, MS, AL, TN)**Job Location(s):** Atlanta, Georgia (United States)
Washington, District of Columbia (United States)**Description:****Overview**

Are you looking to join a tenured team at an AmLaw100 firm? Nelson Mullins is seeking a junior associate to join its Real Estate team in the Atlanta or Washington DC office.

A Day in the Life

Experienced in the areas of commercial real estate, development, investment, financing and leasing, you will spend your days representing national retailers, restaurant operating companies and corporate end users, private equity and institutional investors and other deal sponsors in the full gamut of investment and development transactions throughout the country and involving all asset classes. You will also work collaboratively with colleagues in our other offices across our national real estate platform.

All candidates are asked to submit the following application materials:

- Cover letter
- Resume
- Copy of law school transcript

We Know You

You have at least two years of meaningful commercial real estate experience in a mid-size to large organization. You have expertise in real estate investment and development with strong writing, analytical and communication skills. You have excellent academic credentials and are admitted to either the Georgia Bar or DC Bar.

Who We Are

At Nelson Mullins, we help advance our clients' business goals through flexibility, business sense, and tireless advocacy based on a deep understanding of their business worlds. A team of more than 900 attorneys, policy advisors, e-discovery professionals, and other business professionals work side-by-side with you towards shared goals. With more than 100 diversified practice areas, including government relations, and policy services, as well as our Encompass e-discovery and information governance services, the Firm provides lateral attorneys joining us with a broad bench from which to pull in practitioners who can team with you to provide client services.

Desired Class Level: Graduate/Alumni**Posting Date:** April 28, 2022**Expiration Date:** May 31, 2022**Salary Range:** 100,000+

Contact: Ashley Taylor Lampkin
Legal Recruiter and Development Coordinator
1320 Main Street Meridian/17th Floor Columbia, SC 29201 Columbia, South Carolina
29201 United States

Resume Receipt: Other (see below)**How to Apply:** <https://careers-nelsonmullins.icims.com/jobs/2904/real-estate-associate/job>**Additional Documents:** Cover Letter, Unofficial Transcript**ID:** 9426

Assistant Public Defender

Public Defender Corporation for the 5th Judicial Court (Ripley, WV)

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

"The Public Defender Corporation for the 5th Judicial Circuit of WV seeks applications for the full time position of Assistant Public Defender. There are positions available in both the Spencer, WV (Roane County) and Ripley, WV (Jackson County) offices. This position will be responsible for felony cases, juvenile abuse and neglect hearings, and juvenile delinquencies. Applicants must be licensed to practice law in the State of West Virginia. Previous experience preferred but all candidates are welcome to apply. The preferred candidate has the following skills: excellent communication skills, both verbal and written; skills of persuasion and negotiation; strong time management and organizational skills; detail-oriented; strong computer skills and competency; and professional attitude and strong personal ethics.

Please submit resume and cover letter to Kevin Postalwait at kevin.postalwait@wvdefender5.com P.O Box 797, Ripley WV 25271. This position is available until filled. A job interview is required and granting of an interview is not an offer or guarantee of employment.

The Public Defender Corporation 5th Judicial Circuit is an Equal Employment Opportunity employer. We do not discriminate based upon race, religion, color, national origin, sex (including pregnancy, childbirth, reproductive health decisions, or related medical conditions), sexual orientation, gender identity, gender expression, age, status as a protected veteran, status as an individual with a disability, genetic information, political views or activity, or other applicable legally protected characteristics."

Deadline May 30

Desired Class Level: Graduate/Alumni**Posting Date:** April 27, 2022**Expiration Date:** May 30, 2022

Contact: Mr. Kevin B. Postalwait
Chief Defender
P.O. Box 797 Ripley, West Virginia 25271 United States

Resume Receipt: E-mail**Default email for resumes.:** kevin.postalwait@wvdefender5.com**Additional Documents:** Cover Letter**ID:** 9411

Contract Specialist

Department of Energy (Washington, DC)

Job Type: Full-time**Job Location(s):**

Pittsburgh, Pennsylvania United States

Golden, Colorado United States

Morgantown, West Virginia United States

Washington, District of Columbia United States

Albany, New York United States

Idaho Falls, Idaho United States

Job Description:

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

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

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

As a Contract Specialist, you may:

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

You must meet the Basic Requirement listed in the "Education Requirements" section and the "Specialized Experience" to qualify for this series as described below. **SPECIALIZED EXPERIENCE REQUIREMENTS:** A qualified candidate's online application and resume must demonstrate at least one year of specialized experience equivalent to the next lower grade level in the Federal service. Specialized experience for this position is defined as: **GS-07:** You must have one year of experience at a level of difficulty and responsibility equivalent to the GS-05 grade level in the Federal service. Experience is defined as: Assisting in developing appropriate solicitation packages that meet all legal, regulatory, and policy requirements in response to the needs of the agency; Identifying applicable business practices and market conditions that evaluate bid/offer or responsiveness, contractor responsibility, and contractor performance; Assisting with the evaluation of contractual agreements within a set timeframe, in order to ensure technical protocol. **OR Education:** Applicants may substitute education for the required experience. To qualify based on education for this grade level you must have successfully completed one full academic year of graduate education or law school or superior academic achievement. **OR Combination of education and experience:** A combination of education and experience may be used to qualify for this position as long as the applicant possess specialized experience and graduate education beyond the first year of graduate study that together meet the requirements for this position. **GS-09:** You must have one year of experience at a level of difficulty and responsibility equivalent to the GS-07 grade level in the Federal service. Experience is defined as: Assisting in developing appropriate solicitation packages that meet all legal, regulatory, and policy requirements in response to the needs of the agency; Identifying applicable business practices and market conditions that evaluate bid/offer or responsiveness, contractor responsibility, and contractor performance; Assisting with the evaluation of contractual agreements within a set timeframe, in order to ensure technical protocol; Conducting a variety of routine, limited analyses requiring professional knowledge of contract management. **OR Education:** have successfully completed two full academic years of progressively higher level graduate education or masters or equivalent graduate degree or LL.B. or J.D. B. **OR Combination of**

Education and Experience: A combination of education and experience may be used to qualify for this position as long as the applicant possess specialized experience and graduate education beyond the first two years of graduate study that together meet the requirements for this position. GS-11: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-09 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: applying acquisition, contract and procurement regulations to prepare solicitations containing appropriate provisions, clauses, terms and conditions that communicate requirements to industry; evaluating responses to solicitations for price reasonableness, compliance with terms and conditions, and adequacy of competition; coordinating contract/financial assistance actions with appropriate program/project managers to ensure contract information and documentation is accurate, complete and timely; and/or ensure acquisitions are compatible with overall mission, objectives, and projected program requirements and are consistent with mission requirements. OR FOR THE GS 11- have successfully completed a 3 full academic years of progressively higher level graduate education or Ph.D. or equivalent doctoral degree NOTE: There is no substitution of education for specialized experience at the GS-12 and above. GS-12: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-11 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: evaluating responses to solicitations for price reasonableness, compliance with terms and conditions, and adequacy of competition; applying acquisition, contract and procurement regulations to prepare solicitations containing appropriate provisions, clauses, terms and conditions that communicate requirements to industry; and/or administering contracts to include contract scope determinations, contract modifications, supplemental agreements, justifications, approval reviews/fair opportunity evaluations and claims disputes, and contract terminations. GS-13: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-12 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: analyzing, evaluating, approving, or redirecting the strategy, plans, and techniques of pre-award and post-award functions involving highly specialized acquisitions; evaluating responses to solicitations for price reasonableness, compliance with terms and conditions, and adequacy of competition; conducting acquisition planning and contract pre-award functions to include: determining method of procurement and contract type, documenting the acquisition strategy, and obtaining appropriate approvals; administering contracts to include contract scope determinations, contract modifications, supplemental agreements, justifications, approval reviews/fair opportunity evaluations and claims disputes, and contract terminations; and/or interpreting and applying relevant laws, regulations, policies, standards, or procedures to specific contracting issues. GS-14: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-13 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: planning, establishing, or reviewing contracts, programs, policies, or procedures; negotiations techniques to conduct contract negotiations and deal with high level business and industry; evaluating or implementing contracting programs; leading or supervising contracting professionals providing contracting services for the acquisition of a wide range of supplies, services and/or construction; and/or contracting experience that demonstrated the ability to perform the full range of highly complex pre-award and post award activities utilizing a variety of types of contracts. GS-15: Applicants must also possess at least one year of specialized experience at or equivalent to the GS-14 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: developing acquisition strategies and directing or managing procurements; providing staff advisory services in one or more of the specializations in this occupation; overseeing contractual actions and phases of the contract program; reviewing and analyzing the effects of proposed legislation and other regulations on acquisition programs; serving as an agency technical authority in the areas of acquisition and procurement; and/or developing policies, procedures, and guidelines pertaining to procurement. OPM Qualification Standards for the GS-1102 series can be found at the following website: OPM Qualification Standards for the GS-1102 series.

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

Posting Date: April 27, 2022

Expiration Date: June 3, 2022

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

Resume Receipt: Other (see below)

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

Visual ID: 9412

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

Department of Energy (Washington, DC)

Job Type: Full-time**Job Location(s):**

Albany, Oregon United States

Pittsburgh, Pennsylvania United States

Morgantown, West Virginia United States

Idaho Falls, Idaho United States

Washington, District of Columbia United States

Golden, Colorado United States

Job Description:

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

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

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

Multiple locations exist including remote work.

Desired Class Level(s): 3L, Graduate/Alumni**Posting Date:** April 27, 2022**Expiration Date:** June 3, 2022

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

Resume Receipt: Other (see below)**How To Apply:** <https://www.usajobs.gov/job/650901500#>**Visual ID:** 9413

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

Department of Energy (Washington, DC)

Job Type: Full-time**Job Location(s):**

Morgantown, West Virginia United States

Golden, Colorado United States

Idaho Falls, Idaho United States

Albany, Oregon United States

Pittsburgh, Pennsylvania United States

Job Description:

If you're looking to join a diverse and inclusive team of people committed to public service and who share your passion to deliver planet-changing solutions to the climate crisis-you've come to the right place. DOE's Clean Energy Corps is made up of the staff from more than a dozen offices across DOE-all working together to research, develop, demonstrate, and deploy solutions to the world's greatest challenge.

This series covers positions managing, supervising, leading, and/or performing administrative and management work.

- Vacancies filled under this public notice may have varying levels of promotion potential and supervisory level, if any.
- Positions may be filled as permanent, term, or temporary with a full-time or part-time work schedule.

As a Grants Management Specialist, you will:

- Prepare documentation required for Funding Opportunity Announcements for financial assistance awards (grants and cooperative agreements). Negotiates all aspects of awards in accordance with applicable regulations. Provides expert advice on the mechanisms to develop agreements for highly specialized and complex research and development. Resolves conflicts regarding terms and conditions, intellectual property rights, cost-sharing provisions, and proprietary information provisions.
- Evaluate financial conditions, business integrity, ability, and capacity of financial assistance applicant to manage Federal funds. Perform cost/price analysis of applications, modifies/amends, and closeout awards as necessary. Prepare the most complex awards in accordance with DOE policies and procedures.
- Administer agreements during the pre-award, active, closeout and auditing stages and ensures compliance with applicable laws, regulations, and policies. Work closely with Project Directors throughout the award process to ensure the ultimate transaction will accomplish the intended programmatic mission and continues such effort throughout closeout.
- Interpret the impact of changes in applicable laws and regulations on the administration process. Identifies and resolves problems. Ensure award actions meet both the legal and supervisory review requirements. Project are typically multi-year in length with multiple budget periods, various funding sources, and several different partners.
- Implement policies and procedures in accordance with applicable regulations and guidance, and serves as the focal point for interpretation of these policies and procedures with recipients and DOE program/project staff. Ensure that current, accurate, and complete data is entered into electronic data systems, as applicable. Participate, as needed, in process improvement teams, peer reviews of financial assistance actions, and performs collateral duty assignments.

Multiple locations available including remote.

Desired Class Level(s): 3L, Graduate/Alumni**Posting Date:** April 27, 2022**Expiration Date:** June 3, 2022**Contact:** Morgan McKnight

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

Resume Receipt: Other (see below)**How To Apply:** <https://www.usajobs.gov/job/650901800#>**Visual ID:** 9414

Associate Attorney

alliantgroup

Job Type: Full-time

Job Location(s): Houston, Texas United States

Job Description: alliantgroup's Tax Controversy Services team has defended clients in more than 500 state and federal audits and in tax-related litigation, often sustaining a large percentage of the claims. We serve clients in numerous industries including manufacturing, aerospace, architecture/engineering, electrical contracting, software, life sciences, chemical, brewing, apparel, and agriculture.

As an **Associate Attorney**, you will defend small and mid-size companies against the IRS and taxing authorities. This is a great opportunity to utilize your litigation background in a client focused environment as well as gain a specific, highly valued skill set.

Responsibilities:

- Evaluate evidence, develop realistic evaluations of cases and position our clients to prevail
- Develop, evaluate and implement defense strategies and represent clients in all IRS and state taxing audits and examinations
- Gather, review and analyze all required documentation and prepare primary responses to IRS requests
- Draft and prepare information for presentation to the IRS and State Taxing Authorities
- Serve as the main point of contact between clients and taxing authority and provide exceptional client service

Requirements:

- Outstanding verbal and written communication skills required
 - Collaborative, self-motivated, competitive, and highly professional
 - 15%-25% travel required
-

Desired Class Level(s): Graduate/Alumni

Posting Date: April 26, 2022

Expiration Date: June 2, 2022

Contact: Director Talent Acquisition Kandace Spivey
Director Talent Acquisition
3009 Post Oak Boulevard Houston, Texas 77056 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: kandace.spivey@alliantgroup.com

Visual ID: 9407

Circuit Judge Law Clerk for the Honorable Judge Gregory L. H

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

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

Description:

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

SIXTH Judicial circuit CABELL County

EMPLOYMENT OPPORTUNITY

Huntington, West Virginia

Position open until filled (Posted 4-25-2022)

The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Gregory L. Howard. This position works under the direct supervision of Judge Gregory L. Howard in the Sixth Judicial Circuit, Cabell County, WV. This is a salaried position. The position is described as follows:

Circuit Judge Law Clerk

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$50,946.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$59,538.00, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

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

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

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

Duties and Responsibilities:

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

- Perform legal research,

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

Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

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

The Administrative Office of the Courts

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

West Virginia Courts

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

Equal Opportunity in Employment

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

Application Process

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

- Cover Letter,
- Resume,

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

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

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

Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: April 26, 2022
Expiration Date: June 30, 2022
Contact: Sarah Loftus Law Clerk Program Coordinator Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States
Resume Receipt: E-mail
Default email for resumes.: sarah.loftus@courtswv.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 9406

CORPORATE/COMMERICAL REAL ESTATE ASSOCIATE

Moore & Van Allen (Charlotte, NC)

Job Type: Full-time

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

Job Description: Moore & Van Allen's Charleston office is seeking an Associate for its Corporate / Commercial Real Estate team.

The Charleston Office Commercial Real Estate practice represents real estate developers, investors, and corporations (including national retailers and manufacturers) in connection with the construction, purchase, refinancing, leasing, and selling of raw land, condominiums, apartment complexes, retail shopping centers, stand-alone retail facilities office complexes, and manufacturing and distribution centers. They also represent financial institutions in connection with both construction and real estate acquisition loans.

The ideal candidate will have one to three years of commercial real estate lending or commercial real estate experience to join our commercial real estate practice. Candidates should have excellent written and verbal communication skills and excellent academic credentials. Must be eligible to be admitted to the South Carolina State Bar.

Desired Class Level(s): Graduate/Alumni

Posting Date: April 26, 2022

Expiration Date: June 1, 2022

Contact: Mollie Clark
New Associate Recruiting Manager
100 N Tryon St Charlotte, North Carolina 28202 United States

Resume Receipt: Other (see below)

Default email address for resumes: charlotterecruiting@mvalaw.com

How To Apply: <https://lawcruit.micronapps.com/sup/JobPostingDetails.aspx?lawfirm=MW4ybw==&JobId=MW1nM24IMjU2MA==&at=OF9DRw==>

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 9404

Employee Benefits Associates

Blake and Uhlig PA

Job Type: Full-time**Job Location(s):** Kansas City, Kansas United States**Job Description:**
Employee Benefits Associate

Blake & Uhlig P.A., a twenty attorney Kansas City law firm representing multiemployer employee benefit plans and labor unions, seeks an attorney for its employee-benefits practice. This position primarily involves providing advice to clients and plan service providers on compliance with ERISA, PPACA, HIPAA, and other federal and state laws impacting employee-benefit plans; plan document drafting (plan documents/amendments, summary plan descriptions, and plan policies); and attending client meetings.

Prior experience working with qualified retirement plans, self-funded health and welfare plans, and/or LLM in tax or tax certificate preferred.

Blake & Uhlig offers a competitive salary and outstanding benefits package, including a profit sharing plan, a 401(k) with matching contributions, a HRA, and fully paid for medical and dental insurance. Blake & Uhlig is committed to Equal Opportunity and to considering applications from all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, disability, or religion. Email cover letter, resume, writing sample and law school transcript to: hiringpartners@blake-uhlig.com.

Employee Benefits Staff Attorney (Remote Work Position)

Blake & Uhlig, P.A., a twenty attorney Kansas City law firm representing multiemployer employee benefit plans and labor unions, seeks an experienced attorney to assist with its growing employee benefits practice.

Blake & Uhlig is happy to offer this position as a remote work position for qualified applicants who have at least three (3) years of relevant experience. Position responsibilities include drafting documents and providing legal advice for defined benefit plans, defined contribution plans and self-funded health and welfare plans. The position will focus primarily on drafting documents in compliance with ERISA, PPACA, HIPAA, the IRC and other federal and state laws impacting employee benefit plans.

As a remote position, the position allows flexibility in work hours. Consistent with the remote nature of the position, the successful candidate will be primarily dedicated to plan document drafting, including plan documents, plan amendments, summary plan descriptions, and plan policies.

While this is a remote position, Blake & Uhlig offers a supportive and collegial environment. The successful candidate will be able to work independently and also be part of a virtual team. Blake & Uhlig recognizes that applicants may not wish to remain in a remote position indefinitely, and opportunities exist for the right candidate to grow and expand with our firm.

Blake & Uhlig offers a competitive salary and outstanding benefits package, including a profit sharing plan, a 401(k) with matching contributions, a HRA, and fully paid for medical and dental insurance. Blake & Uhlig is committed to Equal Opportunity and to considering applications from all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, disability, or religion. Email cover letter, resume, writing sample and law school transcript to: hiringpartners@blake-uhlig.com.

Desired Class Level(s): Graduate/Alumni**Posting Date:** April 26, 2022**Expiration Date:** June 2, 2022**Contact:** Partner Michelle Levine Graves
Partner
753 State Avenue Kansas City, Kansas 66101 United States**Resume Receipt:** Email Resume, Online**Default email address for resumes:** hiringpartners@blake-uhlig.com**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample**Visual ID:** 9410

Labor and Employment Associate | Nationwide

Ballard Spahr LLP (Philadelphia, PA)

Job Type: Full-time

Job Location(s):

Denver, Colorado United States
Philadelphia, Pennsylvania United States
Las Vegas, Nevada United States
Washington, District of Columbia United States
New York, New York United States
Mount Laurel Township, New Jersey United States
Minneapolis, Minnesota United States
Baltimore, Maryland United States
Los Angeles, California United States
Wilmington, Delaware United States
Boulder, Colorado United States
Salt Lake City, Utah United States
Sioux Falls, South Dakota United States
Atlanta, Georgia United States
Phoenix, Arizona United States

Job Description:

We are seeking an attorney with three or more of experience in labor and employment law to join the Labor and Employment Practice Group of the Litigation Department in any of our 15 offices nationwide. Experience with employment litigation in state and federal courts; administrative practice before local, state and federal agencies; transactional matters involving labor and employment issues; and/or advice and counseling is preferred, but not required. Experience in traditional labor matters, including labor arbitrations, negotiations, and unfair labor practice charges would be a plus. Our Litigation Department is our largest practice group and represents a wide range of local, national and international clients in all types of complex litigation and regularly represent clients in local, state and federal courts, at both the trial and appellate levels. Active bar license in the location for which you wish to be considered is preferred. This is an excellent opportunity for professional growth in a collegial environment in one of the top-rated Labor and Employment practices in the region. Superior academic credentials and strong communication skills are required.

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

Ballard Spahr offers an excellent benefits package which includes medical, prescription drug, dental and vision coverage; life insurance, short and long-term disability; 401(k) retirement savings plan; and a generous paid time off program. Additional benefits provided are health care and dependent care flexible spending accounts, and a health savings account; firm subsidized emergency child and elder care services; family and medical leave; employee assistance program; and a pre-tax transportation program. The base salary for this position will range from \$125,000 - \$325,000 depending upon experience.

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

Physical Requirements:

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

•The physical requirements described here are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary functions.

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

Desired Class Level(s): Graduate/Alumni

Posting Date: April 26, 2022

Expiration Date: June 1, 2022

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

Resume Receipt: Other (see below)

How To Apply: <https://selfapply.ballardspahr.com/viRecruitSelfApply/ReDefault.aspx?FilterREID=1&FilterJobCategoryID=4&FilterJobID=694>

Additional Documents: Unofficial Transcript

Visual ID: 9402

Tax Associate

Moore & Van Allen (Charlotte, NC)

Job Type: Full-time**Job Location(s):**

Charleston, South Carolina United States

Job Description:

Moore & Van Allen's Charleston office is seeking a Tax Associate to join its Wealth & Estate Planning practice group.

As one of the East Coast's largest and most experienced private wealth practices, Moore & Van Allen's Wealth and Estate Planning group provides sophisticated, proactive and personable estate, tax, charitable and business planning for our clients—high net-worth individuals and families, senior executives of public companies and closely-held businesses. We routinely implement creative, cutting-edge solutions for business succession, tax planning, estate planning, charitable planning and asset protection planning that add significant value for our clients. We represent clients in numerous jurisdictions, with a particular emphasis on the Southeast.

Qualified candidates must have 2-4 years of experience in trusts, estates and tax planning and be licensed to practice in SC. An LLM in taxation a plus or possess a CPA license and/or background in accounting or finance. Top academic credentials required. Competitive compensation and benefits package.

Desired Class Level(s): Graduate/Alumni**Posting Date:** April 26, 2022**Expiration Date:** June 1, 2022**Contact:** Mollie ClarkNew Associate Recruiting Manager
100 N Tryon St Charlotte, North Carolina 28202 United States**Resume Receipt:** Other (see below)**Default email address for resumes:** charlotterecruiting@mvalaw.com**How To Apply:** <https://lawcruit.micronapps.com/sup/JobPostingDetails.aspx?lawfirm=MW4ybw==&JobId=MW1nM28=&at=OF9DRw==>**Additional Documents:** Cover Letter, Unofficial Transcript**Visual ID:** 9403

Attorney IV

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s): United States

Job Description: Under the direction of the Assistant Chief Counsel, the Attorney IV will perform the most sensitive and complex legal work including assignments involving cases of the highest degree of difficulty in accordance to the Fair Employment and Housing Act, Ralph Civil Rights Act, Unruh Civil Rights Act and the Disabled Persons Act.

Desired Class Level(s): Graduate/Alumni

Posting Date: April 22, 2022

Expiration Date: May 29, 2022

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

Resume Receipt: Online

Visual ID: 9219

DHHR Legislative Affairs Counsel

WV Department of Health and Human Resources (Charleston)

Position Type: Full-time**Practice Area(s):** GOVERNMENT/SERVICE**Job Location(s):** Charleston, West Virginia (United States)**Description:**

This position develops and manages the Department's legislative program to ensure the programmatic goals of the DHHR and its bureaus and offices are achieved. The position is a member of the executive team charged with managing the Department's communications with members of the W. Va. Legislature and U.S. Congress and with influencing statutory changes impacting the Department's management of the state's health and human resources.

Specific responsibilities include, but are not all inclusive:

- Keep the Secretary's Office current and fully informed on all state and federal legislative matters;
- Engage with the secretary, deputy secretaries, general counsel, and bureau commissioners to identify legislative needs and formulate legislative proposals for submission to the Governor's Office;
- Proposes strategies to amend and improve statutes and legislative rules;
- Responsible for building legislative interest and understanding of legislation introduced by the Department annually;
- Establish and manage key relationships with other state agencies, elected officials at all levels, and advocates to maintain day-to-day understanding of state activities and possible impact to DHHR;
- Maintain a constant presence developing, building, and expanding relationships with public officials in the Capitol building as the Department's main point of contact;
- Identify and secure bill sponsors and create educational fact sheets and documentation in support of legislative and budget initiatives;
- Communicate the Department's positions on bills to members of the Legislature, and ensure effective oral and written communication with key legislators, particularly those on the Department's committees of reference;
- Respond to requests from legislators and legislative staff in a timely and professional manner;
- Provide weekly legislative updates to DHHR staff during the legislative session;
- Attend and participate in legislative liaison meetings to maintain close coordination with other state agencies and the Governor's Office on all legislative issues;
- Identify, develop, and lead strategic policy initiatives to advance department goals in collaboration with the secretary, deputy secretaries, general counsel, and bureau commissioners;
- Engage with various boards and commissions of the Department and other agencies to determine legislative needs or advice on policy directions;
- Represent the Department's interests on state legislative matters with external stakeholders;
- Coordinate with and coach Department staff to prepare for appearances at legislative committees or other meetings and hearings;
- Work with DHHR's Budget Director to develop strategies to achieve the Department's financial goals by securing passage of its budget requests;
- Coordinate and assist the Budget Director with fiscal notes, and develop communications on fiscal impacts as necessary;
- Assist in analyzing, researching, and formulating official legislative testimony, PowerPoint presentations and talking points;
- Periodically testify before the Legislature on the Department's behalf;
- Monitor federal legislative proposals and policies; and
- Oversee timetable and drafting of bills, rules, annual reports, and legislative audit responses.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

1. Four years of professional experience in a governmental, public affairs, or business organization with primary responsibility for the research, development, planning and review of legislative and/or regulatory programs.

AND

2. Must be admitted to the practice of law in the state of West Virginia.

PREFERRED QUALIFICATIONS

- Understanding of the functions of DHHR and its role in state government
- Understanding of the state's legislative process

- Understanding of federal and state laws, policies, and issues affecting the Department
- Experience advocating complex issues on behalf of an entity at the Legislature
- Experience drafting statutes, legislative rules, annual reports, and audit responses
- Understanding of the principles of public administration
- Experience developing and implementing public policy
- Proficiency in oral and written communication
- Ability to problem solve and execute decisions
- Ability to work in a complex political environment
- Excellent government relations, negotiation, and consensus building skills
- High energy, maturity, independent judgment, and leadership skills

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 22, 2022

Expiration Date: May 13, 2022

Salary Range: 80,000 - 89,999

Contact: Lisa A Kirkpatrick
Recruitment and Retention Specialist
One Davis Square Suite 400 Charleston, West Virginia 25301 United States
<https://dhr.wv.gov/Pages/default.aspx>

Resume Receipt: E-mail

Default email for resumes.: dhrjobs@wv.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9399

Associate Attorney

Willow Corporate and Legal Advisors (Bridgeport, WV)

Position Type: Full-time

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

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

Description:

Willow Legal Advisors

Job posting – Associate Attorney

Willow Legal Advisors is a virtual law firm which currently engages in the practice areas of corporate law (including negotiating agreements for large private equity firms and as counsel for local businesses) and estate planning and is seeking an attorney to assist in transactional work, including drafting agreements and other documents.

Although WLA is a virtual firm, our team meets in person regularly in Bridgeport, WV. A great candidate for this position would be someone who is detail-oriented, professional, self-motivated, responsible and able to communicate effectively via email. Experience level 1-4 years.

Please send a resume, cover letter, writing sample, transcript and list of references to Claire Sellers at claire@willow-advisors.com.

Deadline for applying: June 1

Desired Class Level: Graduate/Alumni

Posting Date: April 21, 2022

Expiration Date: June 1, 2022

Contact: Claire Sellers

440 East Main Street, Suite 104 Bridgeport, West Virginia 26330 United States

Resume Receipt: E-mail

Default email for resumes.: claire@willow-advisors.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9394

Biotech corporate attorney

Arbor Biotechnologies, Inc. (Cambridge, MA)

Job Type: Full-time

Job Location(s): Cambridge, Massachusetts United States

Job Description:

Position Overview:

Arbor is seeking a biotech corporate attorney to join our legal team to support Arbor's gene editing technology and therapeutic programs. The attorney in this position will interface with every department of the company (Leadership, Finance, Operations, R&D, Business Development and People Operations) to manage a variety of legal issues, including general corporate matters, compliance with international/regional/local laws, securities, and contract transactions involving internal and external technology and strategic collaborations. The attorney will also manage and work closely with external counsel to execute on a variety of transactions. We are looking for a critical thinker who can develop and implement solutions, appropriately analyze and manage risks, multitask, and communicate well. Most importantly, we seek a team member who is willing to integrate into every aspect of the company from research to business execution.

Job Primary Responsibilities:

- Provide legal advice, risk assessment and assistance with financing, due diligence, and general corporate matters (board meeting minutes, governance instruments, resolutions, etc.).
- Draft, review and negotiate agreements such as blanket terms and conditions, service agreements, manufacturing agreements, supply and quality agreements, confidentiality agreements, consulting agreements and other misc. contracts.
- Work proactively with internal and external teams to contractually manage and protect Arbor's business, including working closely with R&D and Operations while managing outside counsel(s) to proactively identify and mitigate potential risks and negotiate positions favorable to Arbor.

[LinkedIn job listing](#)

Job Other Responsibilities:

- Work with internal and external teams to develop and implement corporate policies
- Approach transactions with a strategic mindset by anticipating future business, competitive and legal risks, and identify creative solutions and opportunities.
- Develop a deep knowledge of Arbor's existing and planned research and development programs, business activities, and product candidates to proactively protect Arbor's interests.
- Counsel internal clients, including senior management, members of research & development, and business development teams on legal risks and business-oriented solutions.
- Train internal client groups, promoting legal compliance and educating personnel on implications of risks on various functions within the organization.
- Develop an understanding of Arbor's technologies to evaluate and balance both legal and business factors when providing advice.
- Keep abreast of developing legal trends, laws and regulations that intersect with Arbor's current and planned business activities.

Job Requirements:

- JD required
- MA State bar (or attainable within 2-3 years)

- 2-3+ years' experience in corporate law with a law firm or corporation
- Ability to understand, analyze, and communicate complex technologies in oral and written form
- Strong interpersonal skills
- Some experience with due diligence
- Strong attention to detail

Preferred Experience:

Ability to work collaboratively with other Legal group members, BD team members, and the R&D organization, and successfully manage outside counsel

Ability to balance and prioritize multiple tasks, and to respond effectively to rapidly changing priorities and deadlines

Desired Class Level(s): Graduate/Alumni

Posting Date: April 20, 2022

Expiration Date: May 22, 2022

Contact: VP, Head of IP and Legal Kelly Morgan
VP, Head of IP and Legal
20 Acorn Park Drive, Tower 500 Cambridge, Massachusetts 02140 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: kmorgan@arbor.bio

Visual ID: 9385

Misdemeanor Attorney Position

Cochise County (Bisbee, AZ)

Position Type: Full-time

Geographic Preference: Southwest (AZ, NM)

Job Location(s): Bisbee, Arizona (United States)

Description:

OFFICE OF THE
COCHISE COUNTY ATTORNEY
P.O. Drawer CA
Bisbee, Arizona 85603

MISDEMEANOR ATTORNEY POSITION

The Cochise County Attorney's Office is seeking a prosecutor to handle a misdemeanor case load in rural Cochise County to include Bisbee and Douglas. The attorney will work out of the main office in Old Bisbee and a county car will be provided for travel to the Justice Courts for court coverage. The candidate must be able to work well under their own initiative to handle 2-3 justice courts with limited supervision. We encourage newly licensed attorneys to apply, but also experienced attorneys who enjoy the type of "front line" work that is done every day in our misdemeanor courts. The salary and job classification are dependent upon experience. The starting salary range is \$75,000-\$90,000.

***This job is eligible for the Federal Student Aid Public Service Loan Forgiveness (PSLF):

<https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

For a complete job description and online application please visit the Cochise County website at:

<https://www.governmentjobs.com/careers/cochise/jobs/3519279/deputy-county-attorney-i-ii-or-iii?pagetype=jobOpportunitiesJobs>

The Cochise County Attorney's Office is located in picturesque historic "Old" Bisbee, with a satellite office in Sierra Vista. Most of the attorneys choose to live in Sierra Vista and commute to Old Bisbee, a scenic 30- minute drive across the San Pedro River Valley. Sierra Vista is situated at the base of the Huachuca Mountains, home to some of the best hiking, mountain biking, and birding in the country. The Sonoita/Elgin and Willcox wine countries are easily accessible from the Sierra Vista area, and Tucson is a little over an hour drive.

Cochise County has an amazing year-round climate, and is also home to the Chiricahua Mountains, Historic Tombstone, and Parker Canyon Lake. The local Cochise County bench and bar are very collegial, and as attorneys we enjoy a pleasant work environment.

The Attorney III position requires four years of legal experience, while the Attorney II position requires two years of legal experience. The Attorney I position does not have a minimum years of practice requirement. Criminal law experience is preferred. Applicants must submit the online application via the Cochise County Website. Resumes and cover letters may also be submitted directly to Chief Criminal Deputy Lori Zucco at: lzucco@cochise.az.gov

WVU Law alumnus, Rachel E. Raynes '14, Deputy County Attorney, Cochise County Attorney's Office

Is happy to chat with anyone who might have questions about the position.

(520) 432-8700

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

Posting Date: April 20, 2022

Expiration Date: June 30, 2022

Contact: Rachel E. Raynes
Deputy County Attorney
Cochise County 1415 Melody Lane, Building F (Arizona Superior Court, Cochise Co. P.O.
Box 204) Bisbee, Arizona 85603 United States

Resume Receipt: Other (see below)

How to Apply: Applicants must submit the online application via the Cochise County Website. Resumes and cover letters may also be submitted directly to Chief Criminal Deputy Lori Zucco at: lzucco@cochise.az.gov

Additional Documents: Cover Letter

ID: 9388

Corporate Innovation Attorney

Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

Position Type: Full-time

Practice Area(s): Corporate

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

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

Description:

What you need to know: Successful applicants will be required to provide proof of being fully vaccinated against COVID-19 prior to the commencement of employment. Applicants who wish to apply for a medical, religious accommodation or any other accommodation required under applicable law can do so later in the process (accommodations are not guaranteed and are decided on a case by case basis).

Orrick currently has an excellent opportunity for a **Corporate Innovation Attorney**. This position could be based in **any of our U.S. offices** (Austin; Boston; Houston; Los Angeles; New York; Menlo Park; Orange County, Portland, Sacramento; San Francisco; Santa Monica, Seattle, Washington DC or Wheeling, WV) and consideration given for **100% remote US locations**.

Are you a self-starter with a high level of initiative and drive? Would you like to be part of a high performing collaborative team and complete projects that have a significant impact on the delivery of legal services to clients? If so, this may be the position for you!

Responsibilities:

The M&A and Private Equity (MAPE) group is midway through the process of redesigning, from the ground up, its workflows and how it delivers legal services to clients. The Corporate Innovation Attorney will support MAPE in those efforts and over time may contribute to and manage similar projects in other Corporate practice groups as needed.

Lead efforts to develop and improve the use of practice content to streamline the delivery of legal services, including:

- Maintaining and automating MAPE's precedent library, and creating new precedent
- Coordinating the maintenance and organization of deal documents and libraries for MAPE and other corporate practice groups
- Identifying relevant practice content in collaboration with the firm's Research & Information team, including third-party resources and forms, and integrating them into practice workflows
- Identifying additional areas of opportunity for practice content sharing and creation, and process improvements
- Overseeing the MAPE-focused training curriculum and coordinating the delivery of training programming

Support, coordinate and lead projects to develop and improve client-facing solutions, including:

- Streamlining and improving client/deal intake and scoping
- Designing and improving solutions to share deal metrics and data with client and team
- Capturing and leveraging deal and experience data to improve future transactions

Support, coordinate and lead projects to streamline and improve the delivery of legal services within MAPE and other corporate practice groups, including:

- Supporting the firm's data strategy, including tracking deal data, monitoring usage of practice content and resources, and capturing experience data
- Leading projects to digitalize the practice, including automation, data capture and use of online resources
- Understanding the firm's available resources and technology, and developing best practices and other programs to drive teams and tasks to the "right" resources (whether people, process or technology)
- Serving as a one-on-one resource for practice resource questions and issues

Regularly evaluate MAPE's efficient delivery of legal services through internal data, external benchmarking and monitoring trends in market

Educate MAPE and other corporate practice group attorneys and legal professionals on practice content, client-facing solutions, firm resources, technology, and other initiatives to improve legal services, and lead efforts to improve utilization, as needed

Communicate and consult with administrators, attorneys, paralegals and staff on practice content, efficiency, client solutions, legal service initiatives and projects

Develop and maintain case studies for MAPE and other corporate practice groups for use

in marketing and business development, and develop and maintain portal pages and other resources for practice resources

Qualifications:

- Juris doctorate (J.D.) from an accredited university or college and admission to practice in good standing in a US jurisdiction required.
- Minimum of four (4) years of experience as an M&A attorney in a large law firm.
- Superior written and verbal communication skills with demonstrated ability to present complex ideas to attorneys, managers, clients, and the general public in layman's terms.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization and/or specific direction exists.
- Familiarity with best practices and technology to manage workflows, documents and communications.
- Understanding of the importance and relevance of knowledge management, practice and project management and efficiency to help the firm meet its overall business plan.
- Excellent analytical, project management, prioritization, and organization skills.
- Ability to work independently with good judgment, handle multiple tasks simultaneously, and quickly prioritize projects.
- Ability to work collaboratively at all organizational levels.
- Flexible team player with ability to approach problems with a sense of ownership, enthusiasm, and innovation.
- Strong interpersonal and customer service skills, coupled with a positive outlook; public relations and diplomacy skills must be excellent.
- Availability to travel as necessary.
- Desire and ability to work beyond the position's written duties and assist on other projects and initiatives, as needed.

Who is Orrick? Orrick is a global law firm focused on serving the technology & innovation, energy & infrastructure and finance sectors. Founded more than 150 years ago in San Francisco, Orrick today has offices in 25+ markets worldwide. We are recognized worldwide for delivering the highest-quality legal advice through our diverse teams and for our culture of innovation and collaboration. Financial Times selected Orrick as the Most Digital Firm of 2020, and in the past five years, the Most Innovative Law Firm of the Year three times and runner-up twice. For the seventh year in a row, Fortune named Orrick to its 2022 list of the 100 Best Companies to Work For. Learn more about our awesome employee experience here: Fortune 100 Great Place To Work certified company*.

Orrick offers a collaborative work environment, competitive salary, and excellent benefits, from wellness and mindfulness programs to social impact opportunities, professional staff affinity group communities and generous paid time off.

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

Colorado Residents Only: Please use the following link for information required by the Colorado Equal Pay for Equal Work Act: <https://www.orrick.com/en/Careers/021REM>

No phone calls please.

We are an Equal Opportunity Employer.

Consistent with the SF Fair Chance Ordinance, an arrest and conviction record will not automatically disqualify a qualified applicant from consideration.

Qualified applicants with criminal histories will be considered for the position in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.

Desired Class Level: Graduate/Alumni

Posting Date: April 19, 2022

Expiration Date: June 19, 2022

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: How to Apply: If you are searching for a chance to create an impact, you have a little grit and you love working with a team, we want to talk with you. To submit your resume and cover letter for this position, please visit our Staff and Paralegal Opportunities Listings at <https://www.orrick.com/en/Careers/Paralegals-and-Staff>.

Additional Documents: Cover Letter

ID: 9384

Medical-Legal Partnership Attorney

Mid-Minnesota Legal Aid (Minneapolis, MN)

Job Type: Full-time

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

Job Description: Mid-Minnesota Legal Aid (Legal Aid) is seeking a full-time attorney for its St. Cloud office to staff a Medical/Legal Partnership with 4 CentraCare Clinics in western Stearns and Todd Counties.

The attorney will be based in Legal Aid's St. Cloud office and will maintain a regular presence in each of the partner clinics. St. Cloud is a city of 60,000, located 65 miles northwest of Minneapolis/St. Paul. The Legal Aid office is a mid-sized law office with 13 attorneys and a staff of 36 that provides civil legal representation to low-income people in nine central Minnesota counties. The Medical/Legal Partnership's purpose is to work as part of the medical team to address social issues that are adversely impacting patient health. Individual representation of patients may cover a variety of civil legal issues including housing, family, access to disability benefits, public benefits, or immigration.

As an equal opportunity employer, Legal Aid is committed to inclusive hiring and dedicated to diversity in our work and staff. We strongly encourage candidates of all identities, experiences, and communities to apply. We welcome information about how your experience can contribute to serving our diverse client communities. Applicants are encouraged to share in their cover letter how they can further our goal of equal justice for all. We are committed to a discrimination- and harassment-free workplace.

RESPONSIBILITIES:

- Apply the principles of Legal Aid's Racial Justice Values Statement in all interactions
- Develop, strengthen, and maintain relationships with the client community and partners at the partner Clinics
- Work with the clinic's medical staff to identify legal issues adversely impacting their patients and make referrals to the MLP
- Screen clients for a wide range of legal needs and, in consultation with the supervising attorney, determine whether the clients should be served through advice, brief service, or full representation and provide the appropriate level of representation

QUALIFICATIONS:

- Must be licensed to practice law in the State of Minnesota, eligible for admission by reciprocity, or willing to sit for the next Minnesota bar exam
- Demonstrated interest in and commitment to the needs of low-income/vulnerable clients
- Creativity and the desire to work semi-independently
- Ability to collaborate with MMLA team members
- Excellent analytical and written and verbal communication skills
- Proficiency using Microsoft Office required
- Legal training, knowledge of community resources, and experience with case management software preferred
- Diverse economic, social, and cultural experiences preferred
- Language proficiency, particularly in Spanish, Somali, or Vietnamese, preferred

SALARY: \$53,500 to \$58,500 per year, depending on experience, plus benefits. Benefits include family medical and dental insurance, short- and long-term disability, life insurance, 403(b) with employer match, FSA, employee assistance programs, and generous paid time off.

APPLICATIONS: Submit resume, cover letter expressing interest in the position, and three job-related references online at <https://mylegalaid.org/employment> by May 6, 2022, or until position is filled.

If you require a reasonable accommodation for completing this application, interviewing, or otherwise participating in our employee selection process, please contact Jolene Chestnut at jchestnut@mylegalaid.org.

Please direct all other inquiries to hr@mylegalaid.org.

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

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

Posting Date: April 19, 2022

Expiration Date: May 26, 2022

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

Resume Receipt: Other (see below)

How To Apply: <https://mylegalaid.org/employment>

Additional Documents: Cover Letter

Visual ID: 9381

Assistant Public Defender

Law Offices of Public Defender Carlos J. Martinez

Job Type: Full-time

Job Location(s): Miami, Florida United States

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

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

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

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

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

Requirements/Qualifications:

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

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

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

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

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

Salary and Benefits:

- \$60,000 upon admission to the Florida bar.

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

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

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

Veterans are encouraged to apply.

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

Posting Date: April 18, 2022

Expiration Date: May 25, 2022

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

Resume Receipt: Other (see below)

How To Apply: Complete an Application for Employment at <https://www.pdmiami.com/public-defender/careers-and-internships/attorney-recruiting.page> and submit your resume, cover letter and writing sample, all in PDF format, to jobs@pdmiami.com. Please include information in your cover letter to support your qualifications for this position. Due to the volume of applications, please do not call or make inquiries via email. How you will be evaluated: Your submitted application materials will be reviewed to determine compliance with application requirements, level of position-relevant work experience, education and training. After your application materials have been reviewed, you may be required to participate in a selection interview. Candidates who do not reside in Miami-Dade County may be interviewed initially via Skype or other electronic means.

Additional Documents: Writing Sample

Visual ID: 9378

Junior Litigation Associate

Burns White LLC (Pittsburgh)

Position Type: Full-time

Practice Area(s): Litigation

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

Description:

Burns White seeks to hire a junior litigation associate to join its Wheeling, WV office. The ideal candidate will have 1-3 years of litigation experience. Candidates must be licensed to practice in West Virginia, Pennsylvania and/or Ohio Bar membership is a plus, but not required. Candidates should also have a strong knowledge of county, state, and federal courts and related rules of civil procedure. Excellent oral and written communication skills, strong organizational skills, attention to detail and the ability to multi-task are prerequisites. Candidates must be self-starters with the ability to work individually and in teams.

Burns White completes criminal background screenings and requires proof of COVID-19 vaccination (including booster when eligible) for all new hires as a condition of employment.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 18, 2022

Expiration Date: May 18, 2022

Contact: Jessica Gangjee

Burns White Center 48 26th Street Pittsburgh, Pennsylvania 15222 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@burnswhite.com

Additional Documents: Cover Letter

ID: 9379

Corporate/Mining, Oil and Gas, and Energy Associate (#690)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

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

Job Description: Dorsey & Whitney LLP is seeking an associate with two to four years of experience to join our Salt Lake City office, providing support to our Regulatory Affairs Practice Group on mining, oil and gas, and energy mergers, acquisitions, joint ventures, and other transactional matters. This associate will have the opportunity to work on national and international natural resource-related transactions with teams of Dorsey lawyers located across our 19 offices with an emphasis on nationally-based energy companies, unique Canadian/U.S. commerce intersections and Asian-Pacific international markets. Dorsey's Natural Resource Practice Group enjoys a strong and frequent working relationship among a string of offices that runs from Anchorage, through Seattle, Salt Lake City, and Denver to Washington, D.C. Dorsey has decades of experience successfully completing hundreds of deals and billions in worldwide transactions. Our firm has ranked in the top 25 in U.S. M&A deals completed for over 20 years, with a solid understanding of transactions of all sizes and complexity.

Qualified candidates will have:

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

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

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

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

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

Dorsey participates in E-Verify.

About Dorsey

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

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

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

- Healthcare

- Technology

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

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

- Mansfield Certification Plus (Diversity Lab)

- Best Law Firms for Women (National Association of Female Executives and Flex-Time Lawyers)

- 100% rating on the Corporate Equality Index (Human Rights Campaign)

- Gold Standard Certification (Women in Law Empowerment Forum)

- Adoption Advocate (Dave Thomas Foundation for Adoption)

How to Apply

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

Desired Class Level(s): Graduate/Alumni

Posting Date: April 16, 2022

Expiration Date: May 23, 2022

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

Resume Receipt: Other (see below)

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

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 8919

Law Clerk

Judiciary of the U.S. Virgin Islands

Job Type: Full-time

Job Location(s):

U.S. Virgin Islands

U.S. Virgin Islands

Job Description:

JUDICIAL BRANCH OF THE VIRGIN ISLANDS

St. Croix and St. Thomas/St. John District

EXTERNAL

NOTICE OF JOB OPPORTUNITY

LAW CLERK I

Nature of Work

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

Essential Functions *(Any one position may not include all of the duties listed, nor do the examples cover all the duties which may be performed)*

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

Knowledge, Abilities and Skills

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

Working Conditions

Work is performed primarily in an office setting or a courtroom.

Physical Demands

Work is essentially sedentary with occasional walking, standing, bending, and transferring items under 25 pounds such as papers and files. Positions may require periods of extended sitting or computer use.

Qualifications *(Any combination of training and work experience which indicates possession of the knowledge, abilities and skills listed above. An example of an acceptable qualification for this position is:)*

Graduation from an accredited law school.

Licensure and Certification

None

Salary

\$58,995

To apply, please submit a letter of application **indicating the specific judge**, current resume (including three references), official final transcript, and at least two (2) writing samples, along with any other relevant documents, no later than, April 15, 2022, to:

Nissa Bailey, MPA
Employee Relations Coordinator
Judicial Branch of the Virgin Islands
R.H. Amphlett Leader Justice Complex
P.O. Box 929
Christiansted, VI 00821
Phone: 340-713-6648 / Fax: 340-713-6605
E-mail: human.resources@vicourts.org

The Judicial Branch of the Virgin Islands is an equal opportunity employer.

Desired Class Level(s): 3L, LLM, Graduate/Alumni
Posting Date: April 15, 2022
Expiration Date: May 22, 2022
Contact: Nissa Bailey 161B Crown Bay St. Thomas, 00802 U.S. Virgin Islands
Resume Receipt: Email Resume, Online
Default email address for resumes: human.resources@vicourts.org
How To Apply: human.resources@vicourts.org
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
Visual ID: 9160

Attorney

Jackson Kelly, PLLC (West Virginia: Bridgeport Charleston Martinsburg Morgantown,WV and Denver, CO, Evansville, IN, Lexington, KY Akron, OH Pittsburgh, PA)

Position Type: Full-time

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

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

Description:

Are you a motivated attorney with real estate or corporate transactional experience looking to make a change? The Charleston, West Virginia office of Jackson Kelly PLLC has openings in our real estate and corporate transactional practices for attorneys looking for the opportunity to work with great clients on challenging matters. Jackson Kelly is a highly regarded regional law firm with over 150 attorneys and offices in six states and the District of Columbia. One of the 10 oldest law firms in the country, 2022 marks Jackson Kelly's 200th anniversary. At Jackson Kelly you will find yourself working in collegial environment surrounded by excellent colleagues, both within Charleston and across our firm wide platform, and will have the opportunity to work not only with our local clients, but also the opportunity to work on cross-office matters of significance. Jackson Kelly offers competitive compensation commensurate with experience, along an excellent benefit package that include health, vision, and dental insurance, life insurance, a 401(k) plan, and more. If this sounds interesting, please inquire confidentially by sending your resume and cover letter to Danielle Waltz.

Thank you.

April Caserta | Recruiting Coordinator/HR Assistant | Jackson Kelly PLLC

500 Lee Street East, Suite 1600 | Charleston, WV 25301-3202 |
www.JacksonKelly.com

Office: (304) 340-1061 | Fax: (304) 340-1130 | APCaserta@JacksonKelly.com | V-card

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

Posting Date: April 14, 2022

Expiration Date: May 31, 2022

Contact: Danielle Waltz
Member
500 Lee Street East Suite 1600 Charleston, West Virginia 25301 United States

Resume Receipt: E-mail

Default email for resumes.: dwaltz@jacksonkelly.com

Additional Documents: Cover Letter

ID: 9372

Director - Bar Review (NYC, Boston, DC, SoCal) - REMOTE

Quimbee

Job Type: Full-time

Job Location(s): United States

Job Description:

Quimbee is looking for talented directors who know how to capitalize on the popularity of Quimbee's study aids to sell our newer bar review products! Join an amazing team of talented and dedicated professionals who truly are committed to providing the best legal content to our law students for their ongoing professional growth and success!

This is a hybrid opportunity with part of the time spent working from your home office and the other part of the time requiring travel to area law schools. We follow law school semesters so travel would be about four days a week during the academic year (meaning no travel during summers!).

This role requires a collaborative and innovative leader with excellent networking and relationship building skills. You will work to build and earn trust and respect from leading academic success professionals in area law schools, establishing yourself as a true business partner in the common quest to help their law students succeed in law school and beyond. You will mentor, build, and develop a student representative sales team, who will emulate your business savvy while also developing their networking and relationship-building skills.

Who You Are

A true relationship manager. You can talk to anyone, make friends easily, and love to nerd out about the law with people who can teach you a thing or two. You are passionate about maintaining the relationships you create.

A confident and stylistic presenter. You truly engage audiences with your presence, deliver sharp and lively presentations, and keep them coming back for more.

An excellent communicator. You communicate clearly, effectively, and politely with your teammates. In fact, you believe in "overcommunicating," because you understand that lack of communication is the root cause of a dysfunctional team.

A project manager at heart. You can juggle multiple projects and personalities, manage a pipeline of tasks and deadlines, and track deliverables like a pro.

A detail-oriented, tech-savvy, self-starter. You're comfortable with technology generally and eager to learn. You're disciplined and motivated and the kind of person who doesn't need someone looking over your shoulder to make sure you're doing your job.

Responsibilities

- Identify, target, and enroll students based on goals and objectives
- Demonstrate the unique features and benefits of Quimbee Bar Review
- Create and conduct sales presentations
- Host promotional events and tabling
- Identify students and create a diverse student representative team
- Educate the student representatives on the features and benefits of Quimbee Bar Review
- Actively work with student representatives to bring brand awareness
- Actively work with student representatives on lead generation
- Develop and nurture relationships with key administrators at the law schools
- Deliver great customer service to the students enrolled in the course during delivery

Requirements

- J.D. from an ABA-accredited law school
- Must have taken the bar exam and passed the California bar exam
- Must have knowledge of the different components of the bar exam
- Excellent presentation and public speaking skills
- Strong leadership skills
- Desire and readiness to travel to assigned law schools

Preferred Qualifications

- Previous sales experience as a law school student rep and/or in another sales capacity
- Ability to work in a fast-paced environment
- Experience creating sales strategies and executing according to plan

Benefits

- Profit share. We set aside a percentage of profits each year and then pay them out across the team.
- Group health-insurance coverage.
- 401k matching up to 4% (100% matching up to 3% and 50% between 3% and 5%).
- Unlimited paid time off. Our philosophy is that if you feel you need time off (for example, because of overwork, sickness, personal matters, etc.), we're not going to question that. We just ask that you don't abuse it and that you give us at least two weeks notice if you plan to be away.

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

Posting Date: April 14, 2022

Expiration Date: May 20, 2022

Contact: Mr. Matthew Sellers
CEO

964 Bridlepath Lane Charlotte, North Carolina 28211 United States

Resume Receipt: Other (see below)

How To Apply: <https://apply.workable.com/quimbee/j/5CB1F7D654/>

Visual ID: 9366

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)

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

Description:

THIRTY-FIRST JUDICIAL CIRCUIT OF VIRGINIA
PRINCE WILLIAM COUNTY
CITIES OF MANASSAS AND MANASSAS PARK

CHAMBERS OF
KIMBERLY A. IRVING
JUDGE

CIRCUIT COURT CHAMBERS 9311 LEE AVENUE
MANASSAS, VIRGINIA 20110
TELEPHONE: (703) 792-6171

RE: Expedited Request
Judicial Law Clerk Recruiting - Term August 2022-2023

The Virginia General Assembly recently approved a seventh judge for the Thirty-First Judicial Circuit Court. The Court is soliciting applications from third year students who are expecting to graduate by June 2022 to serve as a Judicial Law Clerk for the new judge commencing in August 2022.

The responsibilities of 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. Applicants for this position must plan to graduate from law school by June of 2022 and are expected to take the Virginia Bar examination in July 2022.

The court will begin reviewing applications and interviewing prospective candidates as applications are received and ranked. The Court encourages applicants to apply early. The final deadline for applications will be May 15, 2022, with interviews to follow shortly thereafter.

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

Sincerely,
o/
Kimberly A. Irving
Chief Judge

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

Posting Date: April 14, 2022

Expiration Date: May 15, 2022

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 United States

Resume Receipt: Other (see below)

How to Apply:

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

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9373

Associate Attorney

Penn Stuart (Abingdon, VA & Bristol, TN)

Position Type: Full-time

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

Job Location(s): Bristol, Tennessee (United States)
Abingdon, Virginia (United States)
Johnson City, Tennessee (United States)

Description:

PennStuart seeks attorneys for its office in **Abingdon, VA**. We seek associates who possess strong academic credentials and excellent research, writing, and communication skills. The firm has a team approach to client service, and associates quickly gain client contact and responsibility.

Applicants should be highly motivated. Experience in commercial law, litigation, and insurance defense is a plus.

PennStuart is a regional, multi-state firm offering a collegial work environment and competitive salary. Paid health, life, and disability insurances; industry-leading retirement and 401K, and relocation assistance.

PennStuart seeks attorneys for its office in **Bristol, TN**. We seek associates who possess strong academic credentials and excellent research, writing, and communication skills. The firm has a team approach to client service, and associates quickly gain client contact and responsibility.

Applicants should be highly motivated. Experience in real estate, acquisitions, commercial law, and litigation is a plus.

PennStuart is a regional, multi-state firm offering a collegial work environment and competitive salary. Paid health, life, and disability insurances; industry-leading retirement and 401K, and relocation assistance.

PennStuart seeks attorneys for its office in **Johnson City, TN**. We seek associates who possess strong academic credentials and excellent research, writing, and communication skills. The firm has a team approach to client service, and associates quickly gain client contact and responsibility.

Applicants should be highly motivated. Experience in real estate, acquisitions, commercial law, and litigation is a plus.

PennStuart is a regional, multi-state firm offering a collegial work environment and competitive salary. Paid health, life, and disability insurances; industry-leading retirement and 401K, and relocation assistance.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 13, 2022

Expiration Date: May 4, 2022

Contact: Missy Bellamy
Director of Operations
208 E. Main Street P.O. Box 2288 Abingdon, Virginia 24212 United States

Resume Receipt: Accumulate Online

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9364

Attorney

Greater Bakersfield Legal

Job Type: Full-time**Job Location(s):**

Bakersfield, California United States

Job Description:

Greater Bakersfield Legal Assistance, Inc. seeks an attorney to work in its Fair Housing Law Project to reduce the incidences of housing discrimination and reduce and/or eliminate systemic barriers to fair housing in Bakersfield and Kern County.

Staff attorneys are expected to use the full range of potential forums to address relevant issues for our clients including all aspects of litigation, including but not limited to, court hearings, trials, and appellate and federal court representation. Staff attorneys pay special attention to identifying legal solutions for those who suffer from disparate treatment or disproportionate burdens of poverty based on special needs, disability, race, ethnicity, language barriers, or other obstacles. In addition to representing clients directly, attorneys are also expected to work to expand access to justice for low-income persons through varied activities such as community legal education, outreach, training, technical assistance, and collaboration with the private bar, local community, and client groups, human and social service agencies, and local justice systems and government agencies

Qualification Questions:

1. Degree from a law school and an active member of the California Bar, or a member of the Bar of another state and willing to take the California Bar at the next available opportunity.
2. Strong motivation to represent people of low income and to explore creative solutions to problems faced by our client population.

Desired Class Level(s): Graduate/Alumni**Posting Date:** April 12, 2022**Expiration Date:** May 19, 2022**Contact:** HR Manager Rhonda Higgins
HR Manager

615 California Ave Bakersfield, California 93304 United States

Resume Receipt: Email Resume, Online**Default email address for resumes:** recruitment@gblla.org**Additional Documents:** Cover Letter, Writing Sample**Visual ID:** 9361

Bankruptcy & Creditors' Rights

Burns White LLC (Pittsburgh)

Position Type: Full-time

Practice Area(s): Bankruptcy

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

Description:

Burns White seeks an Attorney to lead the Bankruptcy and Creditors' Rights practice group in its Pittsburgh office. The ideal candidate will have 7-10 years of experience representing corporate debtors, financial institutions and other secured and unsecured creditors. Experience in both the creditor and debtor sides is a plus as well as prior experience handling corporate and real estate matters. Candidate must be licensed to practice in Pennsylvania. Excellent oral and written communication skills, strong organizational skills, attention to detail and the ability to multi-task are prerequisites. Candidates must be self-starters with the ability to work individually and in teams.

Burns White completes criminal background screenings and requires proof of COVID-19 vaccination (including booster when eligible) for all new hires as a condition of employment.

Desired Class Level: Graduate/Alumni

Posting Date: April 12, 2022

Expiration Date: May 12, 2022

Contact: Jessica Gangjee

Burns White Center 48 26th Street Pittsburgh, Pennsylvania 15222 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@burnswhite.com

Additional Documents: Cover Letter

ID: 9167

Litigation Associate - Pittsburgh

Burns White LLC (Pittsburgh)

Position Type: Full-time

Practice Area(s): Litigation

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

Description:

Burns White seeks a Litigation Associate to join its Pittsburgh office. The Associate will support attorneys in our Commercial Litigation, Insurance Coverage and Professional Liability practice groups.

The ideal candidate will have 3-5 years of experience with complex commercial disputes, class action and insurance coverage matters.

Strong high-level research and writing skills.

Candidates must be licensed in Pennsylvania.

Excellent oral and written communication skills, strong organizational skills, attention to detail and the ability to multi-task are prerequisites.

Candidates must be self-starters with the ability to work individually and in teams.

Burns White completes criminal background screenings and requires proof of COVID-19 vaccination (including booster when eligible) for all new hires as a condition of employment.

Desired Class Level: Graduate/Alumni

Posting Date: April 12, 2022

Expiration Date: May 12, 2022

Contact: Jessica Gangjee

Burns White Center 48 26th Street Pittsburgh, Pennsylvania 15222 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@burnswhite.com

Additional Documents: Cover Letter

ID: 9359

Senior Litigation Associate

Burns White LLC (Pittsburgh)

Position Type: Full-time

Practice Area(s): Litigation

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

Description:

Burns White seeks an Associate to join its Pittsburgh office. The Associate would support attorneys in our Commercial Litigation and Employment practice groups.

The ideal candidate will have 5-8 years of experience with a background in complex commercial litigation, drafting and responding to discovery and initial pleadings, drafting and arguing motions, as well as taking and defending depositions.

Prior experience with employment and business litigation matters is a plus.

Candidates must be licensed to practice in Pennsylvania.

Excellent oral and written communication skills, strong organizational skills, attention to detail and the ability to multi-task are prerequisites.

Candidates must be self-starters with the ability to work individually and in teams.

Burns White completes criminal background screenings and requires proof of COVID-19 vaccination (including booster when eligible) for all new hires as a condition of employment.

Desired Class Level: Graduate/Alumni

Posting Date: April 12, 2022

Expiration Date: May 12, 2022

Contact: Jessica Gangjee

Burns White Center 48 26th Street Pittsburgh, Pennsylvania 15222 United States

Resume Receipt: E-mail

Default email for resumes.: jobs@burnswhite.com

Additional Documents: Cover Letter

ID: 9358

Staff Attorney

Southwestern PA Legal Services (Washington, PA)

Position Type: Full-time

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

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

Description:

Southwestern PA Legal Aid is a non-profit organization in the Pennsylvania Legal Aid Network (PLAN). Our mission is to stabilize and improve the families, housing, and finances of low-income and other vulnerable southwestern Pennsylvania residents through legal advice, representation, and other assistance. We are seeking a staff attorney for our Fayette County office.

As a member of our team, you will:

- Advise and represent parents and other custodians in family and juvenile matters related to juvenile dependency and child custody or support
- Advise and represent our clients in housing and domestic abuse matters
- Maintain a commitment to advocate for the rights of our low-income community

This position will be full-time with benefits but with a prohibition against the outside practice of law. Flexible work schedules are permitted, when possible, though court appearances will be required as determined by the Fayette County Court of Common Pleas. You must be licensed to practice in Pennsylvania.

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

Send resume and at least two references to:

Brian V. Gorman

Executive Director

brian.gorman@splas.org

Desired Class Level: Graduate/Alumni

Posting Date: April 11, 2022

Expiration Date: May 11, 2022

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

Resume Receipt: E-mail

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

Additional Documents: Other Documents

Requested Document Notes: Send resume and at least two references to:

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

ID: 9356

Clean Energy Legal Fellow, Legal & Regulatory

Environmental Defense Fund

Job Type: Full-time, Fellowship

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

Job Description:

Job Description

EDF offers internships and fellowships for students and recent graduates in a variety of programs and departments throughout the organization. The ultimate goal of our internship and fellowship program is to provide high-quality experiences (including relevant projects and opportunities for networking) that form the foundation for any individual who is serious about pursuing an environmental career.

Program Overview

The U.S. Legal & Regulatory team envisions a world in which people from all backgrounds and experiences feel connected to the environmental challenges we face and are engaged in creating durable, equitable solutions. We are dedicated to achieving that vision in our work, helping achieve clean air for all. The U.S. Legal & Regulatory team works out of the Washington, D.C., and Boulder, CO offices.

EDF works to reduce the climate, health, and environmental impacts of the current energy system while accelerating the transition to a low carbon energy economy with clean energy access for all. We are focused on reducing reducing greenhouse gas emissions from pipelines and associated infrastructure, reducing reliance on natural gas, and avoiding overinvestment in long-lived gas infrastructure. Before federal agencies, EDF is advocating for enhanced oversight of pipelines to reduce methane emissions and improve public safety. Before state public utility commissions, EDF is working to harmonize gas utility oversight with state climate policies and laws.

Legal Fellows on the U.S. Legal & Regulatory team provide essential contributions to the team's work securing clean air and climate protections. We aim to make our Legal Fellows' experience relevant, challenging, and rewarding. Our Legal Fellows have directly contributed towards landmark cases over the years and have supported activities including: U.S. Supreme Court litigation, D.C. Circuit litigation over greenhouse gas regulation and regulation of health-harming pollutants under the Clean Air Act, legal and technical comments and public testimony on major Clean Air Act rulemakings, and legal and policy analysis to support protections for low-income and frontline communities from air pollution. Legal Fellows work in a high-intensity, fast-paced, multi-disciplinary setting to formulate and implement strategies, laws, and policies.

Overall Function

The Legal Fellow will work on federal and state regulatory policy advocacy and litigation focused on securing and defending protections to reduce climate- and health-harming pollution from the energy sector and reduce reliance on natural gas; restoring and strengthening the role of foundational science and economics in federal agency actions; and securing action to advance environmental justice. As a member of the U.S. Legal & Regulatory team, the Legal Fellow may also be asked to support our other efforts to reduce air pollution from major sources through litigation, regulatory advocacy, and legislation.

Key Responsibilities

Tasks may include but are not limited to:

- Conduct legal and factual research on climate and energy issues, including federal and state authorities to regulate methane pollution from the energy sector.
- Conduct legal and factual research to support advocacy for rigorous policies regarding the role of public health science and assessment of clean air health benefits in federal and state agency actions.
- Contribute to litigation filings and administrative comments, particularly with respect to the energy sector, local gas utilities, and policies affecting the use of science and economics in federal rulemakings.
- Assess the impacts of recent court decisions on U.S. Legal & Regulatory team

- priorities.
- Evaluate the health and environmental implications of pending rulemakings and legislation.
- Draft public-facing documents such as fact sheets and blog posts about legal and policy issues.
- Represent EDF at public hearings before government agencies.
- Provide other support to the team's litigation efforts and regulatory advocacy.
- Support environmental justice initiatives, particularly related to the use of the Clean Air Act to reduce pollution in overburdened communities.
- Participate in advancing EDF Diversity, Equity, and Inclusion goals in which people from all backgrounds and experiences feel connected, included, and empowered to address environmental and organizational challenges in alignment with EDF values.

Qualifications

We seek recent law school graduates and recent law clerks interested in working on cutting-edge climate and clean air issues. Other qualifications include:

- Licensed to practice law or actively seeking admission to the Bar of any state or DC.
- A Juris Doctorate (J.D.) from an accredited Law School.
- Demonstrated commitment to public interest law and to advocacy for climate and public health protections.
- Interest or experience in administrative law, federal regulatory processes, and federal clean air law.
- Interest or experience in reducing pollution from the power sector and major industrial sectors.
- Interest or experience in the intersection between law and science, particularly with respect to the role of health and climate science in federal regulations.
- Ability to collect, analyze, and interpret legal data and prepare reports of findings.
- Excellent legal research, analytical, writing, and advocacy skills.
- Ability to establish and maintain strong working relationships with internal and external allies.
- Ability to work both independently and as a leader or member of teams in a dynamic and creative environment with colleagues and partners of varied backgrounds and experience.
- Ability to multi-task, prioritize, and meet deadlines.
- Excellent written and oral communication skills.
- Demonstrates self-awareness, cultural competency and inclusivity, and ability to work with colleagues and stakeholders across diverse cultures and backgrounds.

Location

Washington, D.C. (hybrid or remote work will be considered)

Term

The term for the Legal Fellow position is one year. Start date is flexible, June 2022 preferred.

Application Materials

Interested applicants should attach their cover letter and resume to the EDF application, together with a writing sample, unofficial law school transcript, and list of three references. In your cover letter, please describe your interest in environmental law and policy work, and any coursework and professional experience relevant to the qualifications.

Environmental Defense Fund is an equal opportunity employer where an applicant's qualifications are considered without regard to race, color, religion, sex, national origin, age, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or any other basis prohibited by law.

Interested applicants should attach their cover letter and resume to the EDF application, together with a writing sample, unofficial law school transcript, and list of three references. In your cover letter, please describe your interest in environmental law and energy work, and any coursework and professional experience relevant to the qualifications.

Posting Date: April 8, 2022

Expiration Date: May 15, 2022

Contact: Fahad Huq
257 Park Avenue South, 17th Floor New York, New York 10010 United States

Resume Receipt: Other (see below)

How To Apply: <https://www.edf.org/jobs/clean-energy-legal-fellow-legal-regulatory>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9354

Circuit Judge Law Clerk

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

Job Location(s): Berkeley County, West Virginia (United States)

Description:

TWENTY-THIRD JUDICIAL CIRCUIT BERKELEY COUNTY
EMPLOYMENT OPPORTUNITY

Martinsburg, West Virginia

Position open until filled (Posted 4-6-2022)

The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge Bridget Cohee. This position works under the direct supervision of Judge Bridget Cohee in the Twenty-Third Judicial Circuit, Berkeley County, WV. This is a salaried position. The position is described as follows:

CIRCUIT JUDGE LAW CLERK

Pay Scale: The annual salary for those who are not members of the West Virginia State Bar is \$50,946.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$59,538.00, plus benefits.

Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

Position Purpose: The Circuit Court Law Clerk will be responsible for providing legal support to Judge Bridget Cohee. The position is a unique opportunity to learn court operations from the inside out and gain invaluable "real life" practical experience while working in a challenging, high volume, highly-variable, and fast-paced environment. Judge Cohee's docket consists of half of Berkeley County's abuse and neglect and juvenile cases; a quarter of Berkeley County's civil and felony criminal cases; and miscellaneous actions such as family court appeals, expungements, name changes, and wedding ceremonies. Judge Cohee is also the presiding judge over Berkeley County's Juvenile Drug Court, and her law clerk will have an opportunity to participate in treatment team meetings and assist with drug court hearings.

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

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

Duties and Responsibilities:

Each law clerk might have a broad spectrum of duties to perform, as every judge has specific legal and administrative support that they require of their law clerk.

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

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

Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

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

The Administrative Office of the Courts

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

West Virginia Courts

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

Equal Opportunity in Employment

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

Application Process

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

- Cover Letter,
- Resume,
- Law School Transcript,
- Writing Sample,
- References (at least three, including current contact information),
- Signed Court Employment Application (available on Court website), and
- If selected, applicant must provide a signed release of information form provided by the Court.

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

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

Desired Class Level: 3L, Graduate/Alumni
Posting Date: April 7, 2022
Expiration Date: May 24, 2022
Contact: Sarah Loftus Law Clerk Program Coordinator Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States
Resume Receipt: E-mail
Default email for resumes.: sarah.loftus@courtswv.gov
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
Requested Document Notes: To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at sarah.loftus@courtswv.gov . <ul style="list-style-type: none"> • Cover Letter, • Resume, • Law School Transcript, • Writing Sample, • References (at least three, including current contact information), • Signed Court Employment Application (available on Court website), and • If selected, applicant must provide a signed release of information form provided by the Court.
ID: 9347

Creative and Digital Strategies Associate

National Women's Law Center (Washington, DC)

Job Type: Full-time

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

Job Description:

The Position

The National Women's Law Center (NWLC) seeks a Creative and Digital Strategies Associate to help implement and support our digital advocacy and campaign work. The Associate's primary duties will be to help execute NWLC's email program, including coding, launching, testing, and reporting on digital advocacy and fundraising emails, and to help manage and post content on our website. This position is term-limited position for one year.

The Organization

The National Women's Law Center fights for gender justice "in the courts, in public policy, and in our society" working across the issues that are central to the lives of women and girls.

We use the law in all its forms to change culture and drive solutions to the gender inequity that shapes our society and to break down the barriers that harm all of us "especially women of color, LGBTQ people, and low-income women and families.

For almost 50 years, we have been on the leading edge of every major legal and policy victory for women. Find out more at NWLC.org.

Responsibilities

- Assist with implementing NWLC's email and SMS program, including preparing and coding daily e-mail blasts, action alerts, donation forms, SMS messages, and other features in NWLC's e-CRM and SMS program, as well as managing imports/exports, queries, and constituent record maintenance and inquiries.
- Prepare metrics from a variety of online sources to produce regular digital analytics reports.
- Help maintain NWLC's website and blog, using WordPress, including designing landing pages, ensuring accessibility, updating images and tags, and uploading content.
- Contribute to content decisions for the website, email, blog, and social media channels, including working with Communications staff and program teams to determine the best way to package information and present it to NWLC's audiences.
- Troubleshoot other web/email technical issues as needed.

Qualifications

A candidate must possess:

- Experience, especially in the digital communications field, preferably with an emphasis on email advocacy.
- Fluency in MS Office programs, including Excel.
- Experience with e-CRMs (such as EveryAction, Salsa, Action Network, or Blue State Digital).
- Experience in WordPress (or similar a CMS) and basic HTML skills.
- A strong eye for detail, including proofreading skills, and a thoughtful, analytical approach to managing complex tasks.
- Excellent communication skills.
- Ability to act quickly and effectively in rapid response environments.
- Demonstrated commitment to working on gender and racial equity and centering communities of color.

Additional preferred skills and knowledge:

- Â· Ability to pick up new technology and platforms.
- Â· Experience writing across platforms (especially email) and for diverse audiences.
- Â· Experience working with Mobile Commons or another SMS program.
- Â· An interest in social media and willingness to trend-spot and experiment.
- Â· Demonstrated experience and judgment working both collaboratively and independently.

Key Relationships

This role will report to the Senior Manager of Creative and Digital Strategies, in the Marketing and Communications Department, and work closely with all members of the Content/Creative Team.

Compensation & Benefits

A minimum salary of \$51,973 will be provided to the successful candidate who has experience directly relevant to this role, consistent with the National Womenâ€™s Law Centerâ€™s compensation framework.

The Center offers a comprehensive benefits package, and four weeks of annual vacation.

NWLC is a non-profit organization whose headquarters and staff are based in Washington, D.C., with our office located in historic Dupont Circle. However, due to the COVID-19 public health emergency, all NWLC staff are temporarily working remotely. We continue to monitor public health guidance and keep safety, science, and flexibility top of mind as we evaluate what reopening looks like for our team.

Classification

NWLC recognizes a staff bargaining unit, NWLC United, affiliated with the Nonprofit Professional Employees Union/IFPTE Local 70, a union for non-profit workers. This position is included in NWLCâ€™s bargaining unit. Specific employment terms are subject to collective bargaining.

How to Apply

To apply for this position, please forward a cover letter and resume. Resumes should include exact start and end dates (month and year) of employment. Please send application materials via e-mail to CDSAssociate2022@nwlc.org and include the position title in the subject line. Applications accepted until position is filled.

The National Womenâ€™s Law Center is an Equal Opportunity/Affirmative Action employer and values a diverse workforce. We strongly encourage and seek applications from people with disabilities; people of all gender identities and sexual orientations; people of color; and veterans.

Reasonable Accommodations

If you require reasonable accommodations during any part of the hiring process, please email us at ldiala@nwlc.org.

Desired Class Level(s): 3L, Graduate/Alumni
Posting Date: April 7, 2022
Expiration Date: May 14, 2022
Contact: HR Programs Associate Danielle Abrams 11 Dupont Circle Northwest Washington, District of Columbia 20036 United States
Resume Receipt: Other (see below)
How To Apply: CDSAssociate2022@nwlc.org
Additional Documents: Cover Letter
Visual ID: 9346

Visiting Assistant Professor- Law School

Creighton University (Omaha, Nebraska)

Position Type: Full-time

Geographic Preference: Upper Midwest (KS, NE, ND, SD)

Job Location(s): Omaha, Nebraska (United States)

Description:

Creighton University School of Law invites applicants for a visiting assistant professor position to teach in the Law School's legal research and writing program. The visitor position is a two-year, full-time position. The position would begin on July 1, 2022, and end on June 30, 2024. The visitor would teach two courses each semester in Creighton's LRW program.

Creighton University School of Law, located in Omaha, Nebraska, was founded in 1904, not just to prepare lawyers but to develop leaders with a commitment to social justice. The law school is rooted in the Jesuit Catholic tradition of educating the whole person and empowers its graduates to find their place in the world, so that they contribute to the greater good through leadership and service.

Applicants for this visiting assistant professor position must possess a J.D. degree, along with a strong academic record and exceptional legal research and writing skills, and they must be dedicated to creating an inclusive experience for the diverse set of students they will teach to foster each student's learning, development, and decision making. Applicants should have two or more years of experience in teaching, a clerkship, and/or in law practice.

Applicants should be aware that the position is for a fixed term of two years. It is possible the Law School will hire a permanent faculty member to teach in the legal writing program in future years. An individual in the visitor position will be eligible to apply for any permanent position advertised during or after the period of their visit.

The position is benefits-eligible and offers a competitive compensation package.

Qualifications:

Applicants for this visiting assistant professor position must possess a J.D. degree, along with a strong academic record and exceptional legal research and writing skills, and they must be dedicated to creating an inclusive experience for the diverse set of students they will teach to foster each student's learning, development, and decision making. Applicants should have two or more years of experience in teaching, a clerkship, and/or in law practice.

Physical Requirements:

Seeing: 75 – 100%

Hearing: 75-100%

Standing/Climbing/Mobility: 25-49%

Lifting/Pulling/Pushing: 0-24% (pound: 10 lbs.)

Fingering/Grasping/Feeling: 75 – 100%

Travel: No

Exposure to Blood Borne pathogens: No

AAP/EEO Statement:

Creighton University is committed to providing a safe and non-discriminatory educational and employment environment. The University admits qualified students, hires qualified employees and accepts patients for treatment without regard to race, color, religion, sex, marital status, national origin, age, disability, citizenship, sexual orientation, gender identity, gender expression, veteran status, or other status protected by law. Its education and employment policies, scholarship and loan programs, and other programs and activities, are administered without unlawful discrimination.

Disclosure Statement:

This description describes the general nature of work to be performed and does not include an exhaustive list of all duties, skills, or abilities required. Regular, reliable attendance is an essential function and all employees are required to follow any other job-related instructions and to perform any other job-related duties as requested by their supervisor. Employees may also be required to work in excess of normal working hours as workloads and seasonal activities necessitate. A complete description is available in the Human Resource office located at 3006 Webster Street Omaha, NE. Creighton University reserves the right to modify duties, responsibilities and activities at any time with or without notice.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: April 7, 2022

Expiration Date: May 7, 2022

Resume Receipt: Other (see below)

How to Apply: <https://creighton.referrals.selectminds.com/jobs/visiting-assistant-professor-law-school-2792?et=FVCXidHZ>

ID: 9349

Senior Manager for Campaigns

National Women's Law Center (Washington, DC)

Job Type: Full-time

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

Job Description:

The Position

The National Women's Law Center seeks an experienced organizer and communicator who is passionate about shifting power and culture, to support issue campaigns central to our work to advance gender justice.

The Senior Manager for Campaigns, centered on the Marketing & Communications team, will develop and implement compelling, creative, and effective issue advocacy campaigns using both digital and on-the-ground tools to advance federal and state policies that would improve the lives of families and workers on issues related, but not limited to, the fight for affordable, high-quality child care.

The Organization

The National Women's Law Center fights for gender justice in the courts, in public policy, and in our society working across the issues that are central to the lives of women and girls.

We use the law in all its forms to change culture and drive solutions to the gender inequity that shapes our society and to break down the barriers that harm all of us especially those who face multiple forms of discrimination, including women of color, LGBTQ people, and low-income women and families.

For almost 50 years, we have been on the leading edge of every major legal and policy victory for women, and we need you with us to continue this fight.

Responsibilities

- Conceptualize and execute multi-channel campaigns strategies that forward the Center's legislative, policy, and narrative change goals specific to advancing affordable, high-quality child care for families in the United States;
- Work closely with colleagues on issue-focused program teams to advance key policy goals both nationally and at the state level;
- Collaborate with the Director of Community Partnerships to facilitate story collection and related products from grantees, partner organization, and individuals most directly affected by our work;
- Manage and nurture relationships with other movement organizations, working in sync to coordinate on national days of action, campaigns, etc.;
- Mobilize in rapid response moments to elevate campaign messaging and secure key narrative and policy wins;
- Develop and write campaign plans, action alerts, social media content, blog posts, toolkits, and other related materials;
- Organize and manage occasional on-the-ground activations and events in collaboration with Senior Manager of Events, and other partner organizations;
- Coordinate meetings, conference calls, speaking opportunities, and other NWLC-hosted events;
- Project manage and coordinate efforts among team members working on these issues, including but not limited to graphic design, press, etc.;
- Manage relationships with consultants and other vendors.

Qualifications

The candidate must possess:

- A minimum of 5 years of relevant work experience particularly in running issue advocacy and/or local campaigns, organizing, and/or digital advocacy;
- Demonstrated ability to grasp key policy messages and effectively communicating them to a variety of audiences, especially across digital channels;
- Ability to scale campaigns and mobilize partners and audiences in rapid response moments;
- Experience in effectively building and maintaining relationships with coalition partners and other stakeholders;
- Demonstrated commitment to working on gender and racial equity and centering communities of color and other historically marginalized

- communities in their approach to work and executing key responsibilities;
- Strong writing skills and experience writing across platforms and for diverse audiences.

Additional preferred skills and knowledge:

- Ability to tie pop culture moments with policy priorities to create relatable public narratives;
- A sense of humor and desire for both a collegial team environment and the ability to work independently;
- Experience working on economic justice, or gender justice-related issues.
- Solid interpersonal skills, and experience building relationships across organizations and coalitions;
- Can work effectively in a fast-paced, collaborative team;
- Works effectively in moments of rapid response;
- Experience working in a policy forward setting, 501(c)4 organization, and/or on political campaigns.

Key Relations

The Senior Manager for Campaigns reports to the Director of Campaigns. Additionally, the key focus areas of Income Security and Child Care will require this person to collaborate closely with for the Law Center's Income Security and Child Care teams.

Compensation & Benefits

A minimum salary of \$79,020 will be provided to the successful candidate who has at least 5 years of experience directly relevant to this role, consistent with the National Women's Law Center's compensation framework.

The Center offers a comprehensive benefits package, and four weeks of annual vacation.

NWLC is a non-profit organization whose headquarters and staff are based in Washington, D.C., with our office located in historic Dupont Circle. However, due to the COVID-19 public health emergency, all NWLC staff are temporarily working remotely. We continue to monitor public health guidance and keep safety, science, and flexibility top of mind as we evaluate what reopening looks like for our team.

Classification

NWLC recognizes a staff bargaining unit, NWLC United, affiliated with the Nonprofit Professional Employees Union/IFPTE Local 70, a union for non-profit workers. This position is included in NWLC's bargaining unit. Specific employment terms are subject to collective bargaining.

How to Apply

To apply for this position, please forward a cover letter, resume and at least 3 samples of design work across media. Resumes should include exact start and end dates (month and year) of employment. Please send application materials via e-mail to srmgrcc2022@nwlc.org and include the position title in the subject line. Applications accepted until position is filled.

The National Women's Law Center is an Equal Opportunity/Affirmative Action employer and values a diverse workforce. We strongly encourage and seek applications from people with disabilities; people of all gender identities and sexual orientations; people of color; and veterans.

Reasonable Accommodations

If you require reasonable accommodations during any part of the hiring process, please email us at ldiala@nwlc.org.

Desired Class Level(s): Graduate/Alumni

Posting Date: April 6, 2022

Expiration Date: May 13, 2022

Contact: HR Programs Associate Danielle Abrams
11 Dupont Circle Northwest Washington, District of Columbia 20036 United States

Resume Receipt: Other (see below)

How To Apply: srmgrcc2022@nwlc.org

Additional Documents: Cover Letter, Other Documents

Additional Documents Notes: 3 samples of design work across media

Visual ID: 9343

Associate Attorney

Ott & Associates Co., LPA

Job Type: Full-time

Job Location(s): Cleveland, Ohio United States

Job Description: **Full Time Associate Position**

Job Location:

Ott & Associates Co., LPA
1300 E. 9th Street, Ste 1520
Cleveland, Ohio 44114

Job Description:

Successful, AV rated small downtown firm seeking licensed attorney with 2 or more years experience in civil litigation and/or collections and an interest in real estate and business law.

Our firm's practice areas include:

- Condominium/Community Association Law
- Commercial/Residential Real Estate
- Litigation

Associate Attorney Responsibilities include (but are not limited to the following):

- Trial preparation and Court Appearances
- Attendance at board meetings for community associations
- Drafting and preparing contracts, motions, briefs, judgments, letters and memoranda
- Legal Research using Lexis

Period of Employment:

Permanent, immediate start date

Pay Type:

Salary is negotiable, based on experience

Benefits:

- Simple IRA Retirement Account
- Simple IRA Retirement matching
- Dental insurance
- Health insurance
- Paid time off

How to Apply:

Send resume, cover letter, transcript, writing sample and salary requirements to Beth Pfeiffer, Firm Administrator, via email at bpfeiffer@ottesq.com (please reference "Associate Position" when applying)

Attorneys must be licensed and in good standing with the Ohio State Bar. Candidates must have drive, excellent speaking skills, a willingness to succeed, and ability to handle a large workload with a variety of litigation under minimal supervision. Must be available for after-hours meetings and hearings as necessary.

Desired Class Level(s): Graduate/Alumni

Posting Date: April 5, 2022

Expiration Date: May 12, 2022

Contact: Firm Administrator Beth Pfeiffer
Firm Administrator
1300 E 9th St Cleveland, Ohio 44114 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: bpfeiffer@ottesq.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9336

Deputy Disciplinary Counsel (remote or in-person)

Judiciary of the U.S. Virgin Islands

Job Type: Full-time**Job Location(s):** U.S. Virgin Islands**Job Description:****NATURE OF WORK:**

Deputy Disciplinary Counsel is a full-time position within the Office of Disciplinary Counsel of the Supreme Court of the Virgin Islands under the direction and supervision of the Chief Disciplinary Counsel. The Deputy Disciplinary Counsel receives, screens, investigates and, as necessary, prosecuting complaints made against attorneys, judges and persons who may be engaged in the unauthorized practice of law consistent with the rules of the Supreme Court of the Virgin Islands. In the absence of the Chief Disciplinary Counsel may assumes the duties and responsibilities for the Office of Disciplinary Counsel. Work is performed with limited supervision but with significant independent judgment and initiative and is reviewed by the Chief Disciplinary Counsel.

DUTIES AND RESPONSIBILITIES:

(Any one position may not include all of the duties listed, nor do the examples cover all the duties which may be performed)

- Receives complaints regarding alleged ethical misconduct by a lawyer or judge, screens complaints of misconduct by a lawyer or judge by assessing whether, "if true," the complaint alleges conduct in violation of the ethical rules applicable to lawyers or judges; dismiss complaints that do not meet the "if true" threshold, meaning there is no allegation of a possible viable case of misconduct by a lawyer or judge in consultation with the Chief Disciplinary Counsel, Commission, and/or any other panels;
- Investigates and assists in the prosecution of attorney discipline, judicial discipline, and unauthorized practice of law matters of complaints in accordance with the rules of the Supreme Court of the Virgin Islands;
- Contacts and interviews witnesses regarding alleged misconduct, and obtaining other evidence, including documents, or statements under oath where beneficial;
- Issues letters of caution where appropriate to remind lawyers or judges or those engaged in the Unauthorized Practice of Law to be more attentive to obligations under the Rules of Professional Conduct, the Code of Judicial Conduct, or other rules governing ethical conduct after consultation with the Chief Disciplinary Counsel and/or Commission or panels;
- Notifies complainants about the disposition of the complaints, including the ability to seek review of the disposition; file formal charges when directed to do so; obtain and review responses from the subject lawyer or judge to the formal charges that were filed and served; prosecute formal charges, performing legal research, preparing memoranda of law, and preparing opening statements and closing arguments; participate in the hearing by presenting an opening statement, calling witnesses to testify, examining or cross-examining witnesses, presenting a closing argument, and presenting memoranda of law to include legal research, drafting the brief in accordance with the Appellate Court Rules;
- Prepares for oral arguments before the Supreme Court, including reading the entire record and all briefs, preparing detailed notes, and updating all legal research; engaging in practice; attending and participating in oral arguments before the Supreme Court, including presentation of the case and responding to questions from members of the Court; receiving and reviewing the opinion the Court files following oral argument and deciding whether to seek rehearing;
- Initiates and prosecutes proceedings before the Boards, Commission and the Supreme Court to enforce orders related to disciplinary proceedings by receiving information on potential noncompliance, reviewing related files and documents, performing legal research, drafting the petition and related documents, filing the petition with the court, reviewing any documents filed in response, preparing a reply if necessary, attending any hearings scheduled before the Supreme Court, engaging in oral arguments before the Court, receiving and reviewing any decision by the Court, and requesting rehearing if necessary.
- Maintains an appropriate caseload ensuring high quality work;

- Maintains properly kept records including receipt of complaints, screening, investigation, and filing of formal charges in lawyer discipline; compile statistics to aid in the administration of the system including, but not limited to, a log of all complaints received, investigative files, and statistical summaries of docket processing and case dispositions to include total complaints carried forward from prior year, total complaints received during current year, disposition of each complaint, budget and financial reporting;
- Engages in discussion and assistance with the IOLTA Board;
- Initiates filings to the Court for matters related to the Annual Registration Statement and Fees;
- Maintains the permanent records of discipline, disability, and unauthorized practice matters;
- Meets with the Chief Disciplinary Counsel regarding matters on pending cases;
- Represents the Office of Disciplinary Counsel by speaking at and participating in various CLE programs, law schools, bar associations, committees, programs and other local and national professional organizations. Prepare materials and make presentations at seminars, including performing legal research, drafting materials, and drafting PowerPoint presentations, assisting with the preparation of materials, reviewing all materials prepared by other presenters, attending and presenting instruction on various ethics related topics, and evaluating presentations by other presenters. Participate in Professionalism presentations by preparing materials and giving lectures at the Virgin Islands Bar or other law related organizations.
- Performs all other duties as assigned at the direction of the Chief Disciplinary Counsel, Commission, or the Supreme Court.

MINIMUM QUALIFICATIONS:

Graduation from an American Bar Association (ABA) accredited law school and member in good standing with the Virgin Islands Bar. A minimum of five years of legal experience trying cases, preparing and arguing appellate cases and management of cases. Some trial, appellate, governmental and disciplinary experience is preferred. Reputation for integrity and no history of disciplinary offenses as an attorney or in any other capacity (Certificate of Good Standing and Authorization and Release Form-Request for Disciplinary Action).

POSITION FACTORS:

- Knowledge of the rules of professional conduct and related case law, procedural rules and rules of evidence.
- Knowledge of the Judicial Branch's mission, policies and operations.
- Knowledge of federal and state laws, including statutes, rules and caselaw.
- Excellent written and verbal communication skills including public speaking, drafting correspondence, memoranda or briefs and oral arguments before the Supreme Court or the Commission.
- Excellent interpersonal and conflict management skills.
- Proficient in the use of office equipment, including standard computers and computer software.
- Ability to compile data for reporting purposes and the preparation of complex technical reports.
- Ability to maintain high standards of personal and professional integrity.
- Ability to investigate, analyze, draw valid conclusions and formulate recommendations based on the data.
- Ability to comprehend, interpret, and apply complex technically oriented laws, regulations, rules and policies.
- Possess innovative problem solving and technology skills, as well as a solution-oriented commitment to continuous quality improvement and implementing enhanced technology efficiencies.
- Ability to work in an autonomous environment with excellent self-direction, initiative, and motivation.

LICENSURE AND CERTIFICATION:

Virgin Islands Bar membership in good standing.

Submissions that do not include the requested documents will not be considered. The Court will only contact applicants selected for interviews.

Any applicant who needs a reasonable accommodation shall advise the Court's ADA Coordinators.

Graduation from an American Bar Association (ABA) accredited law school and member in good standing with the Virgin Islands Bar. A minimum of five years of legal experience trying cases, preparing and arguing appellate cases and management of cases. Some trial, appellate, governmental and disciplinary experience is preferred. Reputation for integrity and no history of disciplinary offenses as an attorney or in any other capacity (Certificate of Good Standing and Authorization and Release Form-Request for Disciplinary Action).

Desired Class Level(s): Graduate/Alumni
Posting Date: April 5, 2022
Expiration Date: May 12, 2022
Contact: Nissa Bailey 161B Crown Bay St. Thomas, 00802 U.S. Virgin Islands
Resume Receipt: Other (see below)
Default email address for resumes: human.resources@vicourts.org
How To Apply: www.vicourts.org
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
Additional Documents Notes: Certificate of Good Standing Authorization and Release Form-Request for Disciplinary Action
Visual ID: 9342

Staff Attorney

The UCLA School of Law (Los Angeles, CA)

Position Type: Full-time

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

Job Location(s): Los Angeles, California (United States)

Description:

UCLA School of Law is hiring a Staff Attorney for the Immigrant Family Legal Clinic to begin in spring or summer of 2022. The position is open to recent law graduates, with a preference for attorneys with two to five years of practice experience. The position is a one-year contract, with potential for extension.

The UCLA Immigrant Family Legal Clinic is a unique partnership between the UCLA School of Law and the Los Angeles Unified School District. Located on the campus of the Robert F. Kennedy Community Schools in the heart of Koreatown, the clinic serves students at the six public schools on the campus, as well as their family members. We provide individual representation in cases involving immigration relief and workers' rights. We also offer legal consultations involving a wider range of legal topics, including housing, public benefits, and criminal justice. In addition, we organize programming and enrichment opportunities related to social justice and legal rights for teachers, students, and families in the RFK community. We collaborate with non-profit organizations and legal service providers in Koreatown on efforts to empower and serve the broader community. In partnership with the UCLA School of Law's Center for Immigration Law and Policy, we also develop policy research and advocacy projects that address needs for systemic reform identified through our docket and outreach work.

The Staff Attorney will be primarily based on the RFK school campus in Koreatown, 701 S. Catalina St., and will have three major areas of responsibility:

Direct Representation and Docket Management - The Staff Attorney will provide direct representation and assist with the overall management of the clinic's docket. This includes providing representation for the clinic's existing clients throughout the year, including during transitions between semesters and over the summer. Our docket focuses primarily on removal defense for unaccompanied minors and recently arrived families (particularly claims for asylum and Special Immigrant Juvenile Status) and humanitarian visas (particularly labor-related U/T visas).

Legal Consultation and Limited Scope Services - The Staff Attorney will provide one-time, free and confidential legal consultations to RFK students and family members, and coordinate and supervise law students on these consultations. The majority of our consultations involve immigration matters, but a sizable number respond to other related legal problems facing immigrant families, including workers' rights, housing, access to public benefits, and encounters with law enforcement. Some of these consultations will involve limited scope representation and/or preparing warm referrals to partner organizations.

RFK Outreach and Community Education - The Staff Attorney will be the primary attorney consistently on-campus at RFK. They will be responsible for continuing to develop and deepen our relationships with teachers and administrators at RFK and other LAUSD schools, as well as with community partners. Responsibilities will include: Planning and presenting regular outreach presentations in the school for teachers, administrators, students, and parents. Meeting regularly with a range of community partners to develop shared initiatives and referral networks. Working with the Clinic Director to develop policy research and advocacy initiatives responsive to the needs and interests of the RFK community.

Qualifications

J.D. and licensed to practice law in California or taking the bar in summer 2022

Fluency in Spanish

Experience working with low-wage workers, immigrants, refugees, or victims of trauma

Knowledge of immigration law and familiarity with workers' rights

Strong communication skills, with particular sensitivity to cultural differences

Experience working in interdisciplinary settings with minimal direct supervision

Willingness to work irregular hours (some nights and weekends)

Salary: Commensurate with Experience, plus benefits through UCLA

To apply: Please submit a resume and cover letter through the UCLA career system [HERE](#) (if the link does not take you directly to the job posting, it is #35780). Interviews will be conducted on a rolling basis, so applicants are encouraged to send in materials as soon as possible. If you have any questions about the position, please contact Nina Rabin, rabin@law.ucla.edu.

Desired Class Level: 3L, LLM, Graduate/Alumni
Posting Date: April 5, 2022
Expiration Date: June 30, 2022
Contact: Nina Rabin Box 951476 Los Angeles, California 90095-1476 United States
Resume Receipt: Other (see below)
How to Apply: https://hr.mycareer.ucla.edu/applicants/jsp/shared/frameset/Frameset.jsp?time=1649180573916 emailto:mycareer@ucla.edu
Additional Documents: Cover Letter
ID: 9341

Assistant Public Defender

Public Defender Corporation for the 4th Judicial Circuit (Parkersburg, WV)

Position Type: Full-time

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

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

Description:

Assistant Public Defender

4th Judicial Circuit Public Defender Corporation (Parkersburg, WV)

The Public Defender Corporation for the 4th Judicial Circuit seeks applications for the full-time position of Assistant Public Defender. The available position will work primarily out of Parkersburg, WV and will be responsible for felony, misdemeanor, juvenile, abuse and neglect cases. Applicant must be licensed to practice law in the state of West Virginia. The preferred applicant should have no less than three years of courtroom experience and the following skills: excellent communication skills, skills of persuasion and negotiation, strong time management and organizational skills.

Please submit resume and cover letter to Angela Brunicardi Doss, 320 Juliana Street, Suite 101, Parkersburg, WV 26101 or via email to abdoss@wvpc4.com. The position is available until filled.

The 4th Circuit Public Defender Corporation is an Equal Employment Opportunity employer. We do not discriminate based upon race, religion, color, national origin, sex, sexual orientation, gender identity, gender expression, age, status as a protected veteran, status as an individual with a disability, genetic information, political views or activity, or other applicable legally protected characteristics.

Desired Class Level: Graduate/Alumni

Posting Date: April 4, 2022

Expiration Date: May 4, 2022

Contact: Angela Brunicardi-Doss320 Juliana Street, Suite 101 Parkersburg, West Virginia 26101 United States

Resume Receipt: E-mail

Default email for resumes.: abdoss@wvpc4.com

Additional Documents: Cover Letter

ID: 9330

Associate Attorney

Silver Miller

Job Type: Full-time

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

Job Location(s): United States

Job Description: Silver Miller -- the leading cryptocurrency investor law firm in the country -- is looking for a hard-working, creative-thinking, and detail-oriented Associate Attorney (2-4 years of relevant practice) to assist in prosecuting financial fraud/commercial litigation cases, including cases in the emerging world of cryptocurrency litigation. Salary and benefits commensurate with experience. Compensation package includes incentives for bringing in new cases to the firm. Hire will be working in the firm's new South Florida office and will be trained by Senior Attorney in all aspects of handling cases from intake through trial. Not a remote working opportunity.

Strong research and writing skills. Federal court experience is a plus.

Desired Class Level(s): Graduate/Alumni

Posting Date: April 4, 2022

Expiration Date: May 11, 2022

Contact: David Silver
11780 West Sample Road Coral Springs, Florida 33065 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: DSilver@SilverMillerLaw.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9328

Attorney – Health Policy (Remote)

Sequel Legal

Job Type: Full-time

Job Location(s): United States

Job Description: Sequel Legal is seeking an ambitious health policy attorney with strong interpersonal and communication skills. The ideal candidate will have excellent analytical and writing abilities and the capacity to take minimal direction and deliver results.

Our health policy attorney will have the opportunity to advance solutions to two of our nation's most pressing policy challenges: 1) access to high-quality, affordable health care and 2) the substance use disorder and drug poisoning crisis.

Essential duties of the remote health policy attorney include:

- Advising clients on health and drug policy, including access to treatment through federal, employer-sponsored, and marketplace health insurance plans;
- Providing legal research and analysis, particularly focused on state and federal bills and statutes, and agency proposals and regulations affecting health care;
- Drafting legal memos, model legislation, public comments, letters, white papers, and issue briefs;
- Analyzing news and policy developments, drafting summaries, and recommending client responses;
- Researching and writing scholarly articles focusing on health-related topics, potentially for publication in legal or policy journals;
- Critically evaluating evidentiary records, case law, corporate policies, and professional rules and guidelines;
- Preparing oral presentations and related PowerPoint slides for policy briefings and other speaking engagements;
- Communicating regularly with clients and issue advocates to exchange information and advance common goals;
- Reporting regularly on program progress and responses from policy makers and the public; and
- Other duties as assigned.

The following qualifications are preferred:

- J.D. degree from an accredited U.S. law school;
- License to practice law in one or more states, or admission pending the results of a February 2022 bar exam; qualification to waive into the DC Bar;
- Minimum of one year of experience in health law and policy or working for a legislative office (inclusive of internships);
- Interest in working with not-for-profit clients;
- Thorough knowledge of and adherence to the D.C. Rules of Professional Conduct;
- A professional demeanor and excellent writing, speaking, and interpersonal abilities;
- Proficiency in Office 365 (Word, Excel, and PowerPoint);
- Strong planning and time management skills, including successfully carrying out multiple projects simultaneously and completing projects in a timely manner;
- Dedicated, deadline driven, efficient, organized, and attentive to details;
- Excellent writing abilities, including grammar, punctuation, and spelling;
- Journal or equivalent writing experience;
- Capacity to engage with colleagues in constructive and collaborative ways; and
- Willingness to accept corrective feedback with a positive attitude.

This position requires a commitment of 40 hours per week. Sequel Legal is located in Washington, DC, and Alexandria, VA, but this position is remote.

Desired Class Level(s): Graduate/Alumni

Posting Date: April 4, 2022

Expiration Date: May 11, 2022

Contact: Principal Attorney Michael Barnes
Principal Attorney
1455 Pennsylvania Avenue Northwest Washington, District of Columbia
20004 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: mbarnes@sequelhl.com

Additional Documents: Cover Letter, Writing Sample, Other Documents

Additional Documents Notes: In addition to or within your cover letter, please include your salary request.

Visual ID: 9331

Remote Legal Editor and Instructor

AmeriBar (Tallahassee, FL)

Position Type: Part-time

Practice Area(s): All Practice Areas

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

Description:

Are you looking for an alternative to traditional law practice? We have a part-time to full-time position available for an attorney with exceptional communication and legal research/writing skills. Our organization is located in Tallahassee, but the position is remote. Excellent proofreading and editing skills are required; prior editing experience is preferred (professional or academic).

Desired Class Level: Graduate/Alumni

Posting Date: April 4, 2022

Expiration Date: August 31, 2022

Contact: Mr. Alex Nakis
Executive Director
1242 Timberlane Road Tallahassee, Florida 32312 United States
<https://ameribar.com>

Resume Receipt: E-mail

Default email for resumes.: jobs@ameribar.com

ID: 9332

UAC Staff Attorney- Bronx Legal Services

Legal Services NYC (New York, NY)

Job Type: Full-time**Job Location(s):** Bronx, New York United States

Job Description: Bronx Legal Services' Housing Unit is hiring attorneys for its **spring and fall classes** to work as part of New York City's Universal Access to Counsel in Housing Court initiative (UAC), which seeks to provide legal assistance to all tenants facing eviction in court. UAC attorneys will litigate cases in housing court, administrative forums, appellate courts, and other state and federal courts on behalf of people facing eviction. Attorneys may also litigate affirmative cases challenging agencies and actors who threaten Bronx residents' ability to obtain and retain affordable housing.

Bronx Legal Services is the largest provider of free civil legal services in the borough and is part of Legal Services NYC's network of local programs throughout New York City. Bronx Legal Services' mission is to advance society's promise to the most vulnerable members that they are entitled to equal access to our legal system. Housing Unit attorneys will develop expertise in housing court practice, public benefits, and housing programs and subsidies. The attorneys will be expected to perform community outreach and provide legal information, advice, and counsel, both in clinical and informal settings. The attorneys will also be expected to perform trainings for other advocates, tenant associations, community members, and community groups. We are looking for candidates who are excited to work in a fast-paced environment and to use creative strategies in the pursuit of justice.

The anticipated start date for this position is April 2022 and September 2022

Bronx Legal Services is looking for law school graduates who are admitted to practice law in New York State or are eligible for admission for its spring and fall classes, and law students expecting to graduate in May 2022 and registered for the Bar Exam for its fall class. Additionally, the successful candidate will have: • A commitment to public service and an understanding of the legal problems and needs of the poor; • The ability to communicate effectively with a low-income client community; • Excellent analytical, writing, and communication skills; • Strong organizational skills and ability to handle a diverse, fast-paced, and high-volume caseload. • Experience in housing, landlord/tenant and or related advocacy, preferred; and • Fluency in Spanish or another language commonly spoken in the communities we serve is strongly preferred.

Desired Class Level(s): Graduate/Alumni**Posting Date:** April 4, 2022**Expiration Date:** May 11, 2022**Contact:** Wayne A. Francis
350 Broadway, 6th Floor New York, New York 10013 United States**Resume Receipt:** Email Resume, Online**Default email address for resumes:** tlafter@lsnyc.org**Additional Documents:** Cover Letter, Writing Sample**Visual ID:** 9329

ASSOCIATE ATTORNEY POSITION

Reimer Law (Louisville, KY)

Position Type: Full-time

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

Job Location(s): Louisville, Kentucky (United States)

Description: Founded in 1971, Reimer Law Co. is a mid-sized creditor's rights law firm representing large national banks and financial institutions in Ohio, Kentucky, and West Virginia. We are currently seeking an Associate Attorney to join our team. This position will be based out of our Louisville, KY. Office.

Experience Level: 0-3 years.

Job Responsibilities

We are looking for law school graduate who enjoys working in a fast-paced environment. Firm focuses on areas of commercial law (UCC articles 3, 9), real estate, title law, foreclosure, financial industry regulatory matter. The position will require excellent communication, organizational, and people skills. The right candidate will be a self-motivator and work well in a team environment.

Represent clients at hearings in Courts throughout Kentucky
Draft motions, briefs and other legal documents, argue motions before Courts
Coordinate with a team of experienced attorneys, managers and legal assistants to achieve goals

Knowledge, Skills & Abilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Enjoy public contact
Able to work well under pressure
Proficient computer skills
Detail orientated
Problem solving skills
Flexibility and ability to multi-task
Must have good command of the English language, oral and written.

Requirements:

Recent passage of KY Bar or awaiting KY Bar Exam results
Prior foreclosure, real estate, or title experience preferred but not required
Strong organizational skills with the ability to manage time and multiple priorities to completion
Excellent written and verbal communication skills
Comfortable driving to courthouses in various counties
Management experience a plus

Reimer Law Co. offers its employees medical, dental and vision insurances; flexible spending accounts; short term disability insurance; company paid long term disability insurance and company paid life insurance. All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, or national origin. Our office is a business casual office. No recruiters please.

email hr@reimerlaw.com

Desired Class Level: Graduate/Alumni

Posting Date: March 31, 2022

Expiration Date: May 31, 2022

Contact: Dena Bidgood

HR Assistant
United States

Resume Receipt: Other (see below)

How to Apply: email hr@reimerlaw.com

ID: 9320

Immigration Attorney, Bilingual (Spanish/English)

Catholic Charities of Baltimore (Baltimore MD)

Position Type: Full-time

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

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

Description:

Immigration Attorney, Bilingual (Spanish/English)

Job Category: Legal

Requisition Number: ATTOR004083

[Apply now](#)

Posting Details

Posted: March 24, 2022

Full-Time

Locations

Showing 1 location

Esperanza Center | 430 S. Broadway

Baltimore, MD 21231, USA

Job Details

Description

Catholic Charities of Baltimore is seeking an Immigration Attorney with strong Spanish and English language skills for the Esperanza Center.

Schedule: Monday - Friday

Core Responsibilities:

Manage high-volume case load concerning various immigration matters including asylum, special immigrant juvenile status, family-based petitions and visas, non-immigrant visa processing, TPS, NACARA, adjustment of status, naturalization, hardship waivers, Cancellation of Removal, U- and T-Visas, and other motions and legal memoranda as needed

Assist with the intake process and provide phone and in-person interviews and consultations to prospective clients

Provide representation in: custody and guardianship proceedings in Maryland Circuit Court, through a Maryland license or admission under Rule 15; in CIS interviews before the Baltimore District Office and the Asylum Office in Arlington, VA; and in federal immigration court and other administrative bodies on immigration matters

Performs legal research on AILA publications, the Immigration and Nationality Act (INA), Title 8 of Code of Federal Regulations (8 C.F.R.), and other related primary and secondary sources of immigration law and regulations

Assists with community outreach and education, and group presentations and workshops; and represents the agency to a variety of organizations and at community and professional functions and meetings

Qualifications/Requirements:

Law degree from an accredited law school.

Licensed to practice law in at least one State, Puerto Rico or a Federal District Court.

Ability to seek and attain licensure in State of Maryland within 2 years of date of hire

Ability to independently work with clients in both Spanish and English languages

Knowledge of immigration law preferred.

Ability to work with clients from diverse cultures.

Ability to travel to other locations to meet with clients, attend meetings and perform other agency business

Must be at least 21 years of age, with a minimum of 2 years of driving experience, and a valid driver's license issued by the state of residence. There can be no state issued restrictions on the licenses that would impede driver's ability to operate the vehicle as required by the Agency, and there must not be more than three (3) points on their driving record.

Catholic Charities' policy requires employees in this position to be fully vaccinated for COVID-19, which includes a process for requesting exemption.

Catholic Charities offers a competitive salary and benefits program.

Join Catholic Charities of Baltimore where you will be an important member of a trauma-informed care organization that promotes a culture of safety, empowerment, healing and self-care, and that believes that every person has infinite worth and promise.

Catholic Charities is an equal opportunity employer

Qualifications
Behaviors

Preferred

Leader: Inspires teammates to follow them
Team Player: Works well as a member of a group
Enthusiastic: Shows intense and eager enjoyment and interest
Functional Expert: Considered a thought leader on a subject
Detail Oriented: Capable of carrying out a given task with all details necessary to get the task done well
Dedicated: Devoted to a task or purpose with loyalty or integrity
Education
Required

Law Degree or better in Law.

Licenses & Certifications

Preferred

Driver's License

Desired Class Level: Graduate/Alumni

Posting Date: March 31, 2022

Expiration Date: May 31, 2022

Contact: Matthew Dolamore

Director

Esperanza Center 430 S. Broadway Baltimore, Maryland 21231 United States

Resume Receipt: Other (see below)

How to Apply: <https://recruiting.ultipro.com/CAT1002CC/JobBoard/c709ab38-ff71-4cc1-9c24-5a3e75528c74/OpportunityDetail?opportunityId=9c3d99e7-600f-43b7-a3b5-c6d05c1efd15>

ID: 9321

Associate Attorney, Toxic Exposure & Health Program

Earthjustice

Job Type: Full-time

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

Job Description: Earthjustice seeks an Associate Attorney to join the Toxic Exposure & Health Program. This position will begin in 2022 in New York, NY.

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

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

The Associate Attorney position is a three-year position with the opportunity for extension. Many Associates have gone on to other positions within Earthjustice and with other public interest organizations. 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 Associates work throughout their tenure under the supervision of a Senior Attorney or the Managing Attorney.

The work of the Toxic Exposure & Health Program is at the heart of Earthjustice's mission to defend the right of all people to live, work, and raise children in a healthy environment. The attorney selected for this position will work closely with other professionals (attorneys, scientists, policy analysts, communications experts) seeking to protect families, communities, and populations—especially those most exposed or susceptible to harm—from toxic chemicals in the workplace, in consumer products, in the built environment, and in the outside environment. The attorney also will partner with Earthjustice staff who focus on securing clean air, clean water, and sustainable food and agriculture.

Exposure to toxic chemicals is linked to chronic diseases and health conditions, many of which are on the rise as toxic exposures have increased. The goal of the Toxic Exposure & Health Program is to use litigation and other legal advocacy to ensure that all people have safe workplaces and neighborhoods, access to safe drinking water and food, and live in homes that are free of hazardous chemicals. In recent years, attorneys doing this work have won a groundbreaking lawsuit requiring EPA to improve its lead hazard standards, successfully petitioned the Consumer Product Safety Commission to ban a toxic class of flame retardants in consumer products, prevailed in a challenge to rules that would have allowed EPA to ignore the risks posed by legacy uses of toxic substances, such as lead in drinking water pipes, when it conducts chemical risk evaluations, and sued the United States Department of Defense for incinerating toxic PFAS chemicals without environmental review.

Our goal is to produce the highest quality legal work in a diverse, inclusive, supportive, and collegial environment.

Due to Covid-19, Earthjustice staff are currently working remotely from approved locations through April 27, 2022.

Responsibilities

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

- Work closely with Earthjustice attorneys, scientists, and professional staff to develop litigation and support policies that serve a diverse set of clients.
- Participate in the full range of tasks involved in administrative advocacy and complex litigation, including factual investigation, legal research, memo writing, briefing, and oral advocacy.
- Develop and engage in other forms of legal advocacy, including drafting and reviewing legislation; drafting rulemaking petitions, comments to

- agencies, letters, fact sheets and other materials; and participating in coalition meetings and events.
- Interact with clients and work with experts to develop a clear understanding of the facts involved in each case and, ultimately, to support our litigation goals.
- Represent Earthjustice on telephone calls and at meetings with clients, partners, co-counsel, and experts.
- Handle other legal work to further the goals of the Toxic Exposure & Health program
- Develop skills required to serve as spokesperson with print and other media.
- Assist with hiring and supervision of student law clerks.

Qualifications

- Law school graduate and admitted to, or qualified and willing to apply for admission to, the New York State Bar.
- 0-5 years of litigation experience.
- Science background preferred.
- Excellent legal research, writing, analytical, and communication skills.
- Strong work ethic, good judgment, initiative, and creativity.
- Demonstrated awareness of and sensitivity to the needs and concerns of individuals from diverse cultures, backgrounds, and orientations.
- Ability and desire to contribute to the creation of a diverse, equitable, and inclusive work culture that encourages and celebrates differences.
- Commitment to public interest work and a passion for the role of Earthjustice and its mission.

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.

Compensation is based on experience and location.

Salary range in New York, NY: \$87,400-\$109,900

To Apply

Interested applicants should submit via Jobvite:

- Resume
- One- or two-page cover letter that addresses (1) why you are drawn to working to reduce exposures to toxic chemicals; and (2) why you want to partner with and represent people or communities from backgrounds that differ from your own or with those who have been disproportionately affected by environmental harms.
- Writing sample, preferably a legal brief or memorandum that primarily reflects your work. Please include a cover sheet explaining the extent of editing by someone else.
- Unofficial Law school transcript; and
- List of three professional or academic references.

For this position, we are looking to hire a candidate that is available to start in September 2022. Preference will be given to candidates who apply by April 18, 2022. After that, applications may be reviewed on a rolling basis until the position is filled.

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

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 given equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information or any other factor that is not related to the position.

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

For positions located within the City of Los Angeles: We will consider qualified

applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring.

Desired Class Level(s): Graduate/Alumni
Posting Date: March 30, 2022
Expiration Date: May 6, 2022
Contact: Earthjustice California Regional Office Los Angeles, California United States
Resume Receipt: Other (see below)
How To Apply: https://app.jobvite.com/j?cj=orv5ifw3&s=symplicity
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents
Additional Documents Notes: List of three professional or academic references.
Visual ID: 9316

Policy Advocate, Northwest Regional

Earthjustice

Job Type: Full-time

Job Location(s): Seattle, Washington United States

Job Description: Earthjustice's Northwest Office advocates for a swift and equitable transition from fossil fuels to clean energy, fights to protect communities from health threats and environmental injustice, and defends the Pacific Northwest's imperiled species, old-growth forests, and vibrant waters. The Northwest Office focuses on defending the environment and people of Washington, Oregon, and Idaho but also takes on cases with national scope or that address programmatic priorities outside of the region. There are currently 16 professional staff, including 13 attorneys, in the office.

We are looking to add a Policy Advocate to our team. The Northwest Policy Advocate will be responsible for developing and implementing both legislative and administrative strategies in Washington, focusing at first on clean energy and transportation issues through an equity lens. The Policy Advocate's docket could eventually expand to include a broader array of environmental issues impacting the Pacific Northwest region. The Policy Advocate will be a member of Earthjustice's Northwest Regional Office, based in Seattle. Travel to Olympia, WA will be expected, and hybrid/remote work from the Olympia area will be considered. *This role may be based in Seattle or remotely from Western Washington.*

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

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

Due to Covid-19, Earthjustice staff are temporarily working remotely from approved locations.

Responsibilities

- Develop and implement legislative and administrative strategies, in partnership with the Northwest Regional Office, to advance our positions on clean energy and transportation issues in Washington.
- Directly educate and lobby the Washington legislature, Governor's Office, and key administrative agencies and commissions on priority issues.
- Track and analyze legislation relating to priority issues.
- Draft new legislation and policies and amendments to existing laws and policies.
- Work with existing partners and clients, and cultivate new allies, partnerships, and coalitions.
- Participate in stakeholder processes convened by administrative agencies.
- Partner with Northwest Regional Office litigators to develop effective coalition strategies in support of rulemaking proceedings before administrative agencies.
- Develop advocacy materials such as letters, fact sheets, action alerts, and blogs.
- Work with our communications team on media outreach efforts on priority issues.
- Serve as spokesperson for Earthjustice on priority issues.
- Engage in city or county level work, depending on issues.
- Supervise policy advocate contractor(s) on projects outside Washington.
- Supervise projects and other efforts performed in connection with priority legislative and administrative issues by Earthjustice attorneys, assistants, interns, or contractors.

Qualifications

- At least four years' demonstrated experience working with legislative service, lobbying, and/or government relations.

- Graduate Degree preferred.
- Prior experience working in coalitions to develop and run a lobbying campaign.
- Ability to handle multiple tasks and projects and meet deadlines.
- Excellent writing and oral communications skills, including experience in working with traditional and social media.
- Detail oriented and good organizational skills.
- Proven ability to work in coalitions and with allies.
- Entrepreneurial spirit with proven ability to work independently and proactively.
- Excellent interpersonal skills, including the ability to build relationships and work collaboratively with a diverse set of clients and partner organizations.
- Demonstrated 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.
- Ability to juggle competing demands while maintaining a cool head and sense of humor.
- Experience with state and federal environmental laws, environmental justice, and/or clean energy issues a plus.
- Spanish language skills a plus.

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.

Compensation is based on experience and location.

Salary Range for Seattle, WA: \$111,200 - \$123,500.

To Apply

Applicants should submit via Jobvite by April 17, 2022:

- Resume
- One to two-page cover letter explaining your interest in this position and the skills you would bring to it, with particular attention to your previous legislative advocacy, campaign and coalition work.
- List of three references.

Preference will be given to candidates who apply by April 17, 2022. After that, applications may be reviewed on a rolling basis until the position is filled. We are looking to onboard this role between June and August 2022.

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 given equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information or any other factor that is not related to the position.

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

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

Desired Class Level(s): 3L, Graduate/Alumni
Posting Date: March 30, 2022
Expiration Date: May 6, 2022
Contact: Earthjustice California Regional Office Los Angeles, California United States
Resume Receipt: Other (see below)
How To Apply: https://app.jobvite.com/j?cj=o3v5ifwF&s=symplicity
Additional Documents: Cover Letter, Other Documents
Additional Documents Notes: List of three references.
Visual ID: 9317

Practical Law Attorney Editor (Global- Remote)

Thomson Reuters

Job Type: Full-time**Job Location(s):** Remote, Oregon United States**Job Description:** We are seeking a Attorney Editor (Global) to join the Practical Law team.

Practical Law is a leading online know-how service providing rigorous, peer-reviewed resources, such as practice notes, current awareness, Q&As and standard documents to help legal professionals work smarter and advise with confidence. Practical Law is part of Thomson Reuters, one of the world's most trusted providers of answers across law, tax, compliance, government and media.

About the role

As an Attorney Editor (Global) in Practical Law, you will use your specialist legal knowledge to edit Practical Law Global content to ensure that it is clear, correct, concise and consistent, and is written in Practical Law house style and tone. Working in a supportive team of highly experienced colleagues, you will, with their support and supervision, deal with a breadth of interesting work including:

- Editing and proofreading legal know-how resources on international law
- Liaising with international authors/editors on contributed content
- Developing proficiency in Practical Law's web publishing system
- Contributing to editorial product development projects, including integrating Practical Law with other Thomson Reuters products

Candidates must have at least the following skills and experience:

- A Juris Doctorate, a license to practice (or be in the process of becoming licensed) in at least one state, and at least one year of applicable work experience.
- A keen interest in writing and excellent drafting skills including:
 - very close attention to detail;
 - good command of grammar, punctuation and plain English; and
 - an ability to write about complex legal issues clearly, simply and succinctly.
- Analytical and research skills and ability to identify key relevant information from sources.
- Ability to work efficiently and within tight deadlines.
- Excellent IT, administrative and organization skills.
- Excellent team working skills.
- Enthusiasm to work at a fast-growing company.

The successful candidate is likely to have:

- Proficiency in Microsoft Office applications
- Previous experience of working in an editorial role; AND/OR
- Experience in a legal setting (law firm, in-house legal team, regulatory body)
- Experience editing content written by contributors who do not have English as a first language

Desired Class Level(s): 3L, Graduate/Alumni**Posting Date:** March 30, 2022**Expiration Date:** May 6, 2022**Contact:** Christopher Baussan
333 Bay Street Toronto, Ontario M5H 4G3 Canada**Resume Receipt:** Other (see below)**How To Apply:** https://thomsonreuters.wd5.myworkdayjobs.com/External_Career_Site/job/USA-Eagan-610-Opperman-Dr/Attorney-Editor--Global---REMOTE--_JREQ156931**Visual ID:** 9313

Law Clerk Position Available with the Honorable Susan B. Tuc

Monongalia County Bar Association (Morgantown, WV)

Position Type: Full-time

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

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

Description:

Law Clerk Position Available with the Honorable Susan B. Tucker
A law clerk position has opened with the Honorable Susan B. Tucker in the Seventeenth Judicial Circuit located in Monongalia County. Minimum requirements include successful completion of a law degree. Applicants are encouraged to apply with a cover letter and related materials to Judge Tucker at Susan.Tucker@courtsww.gov. A posting through the West Virginia Supreme Court of Appeals is also anticipated.

President	Chelsea Brown	cbrown@bowlesrice.com
(304) 285-2505		
Vice President	Tiffany Tennant Durst	tdurst@pffwv.com
(304) 225-0029		
Secretary	Elizabeth L. Stryker	moncountybar@gmail.com
(304) 594-0087		
Treasurer	Molly Lewis	mlewis@kaycasto.com
(304) 225-0970		

Our mailing address is:

Monongalia County Bar Association
Attn: Molly Lewis
150 Clay Street, Suite 100
Morgantown, West Virginia 26501

Desired Class Level: Graduate/Alumni

Posting Date: March 29, 2022

Expiration Date: May 31, 2022

Contact: Molly Lewis
10 Cheat Landing Suite 200 Morgantown, West Virginia 26508 United States

Resume Receipt: E-mail

Default email for resumes.: info@moncommission.com

Additional Documents: Cover Letter

ID: 9310

Veterans Benefit Associate Attorney

Goodman Allen Donnelly

Job Type: Full-time

Job Location(s):

Norfolk, Virginia United States

Charlottesville, Virginia United States

Job Description:

The law firm of Goodman Allen Donnelly is seeking an associate attorney to join the firm's Veterans Benefits Practice Group in the Norfolk or Charlottesville Virginia offices.

This attorney will represent veterans and their dependents in claims for disability and other benefits before the Department of Veterans Affairs, including the Board of Veterans' Appeals, as well as before the United States Court of Appeals for Veterans Claims. Applicants must have a strong interest in helping disabled veterans, with preference given to those with law school clinical experience, and/or a history of representing veterans. The successful candidate will have excellent research and writing skills, and the ability to communicate effectively with clients and co-workers. Candidates must be organized, possess multi-tasking skills, have the ability to manage deadlines independently, and to thrive in a fast-paced work environment while managing a large caseload.

The position requires excellent research and writing, client communication, and analytical skills. Candidates must be organized, possess multi-tasking skills, and have the ability to manage deadlines and a large fast-paced caseload.

Desired Class Level(s): Graduate/Alumni

Posting Date: March 29, 2022

Expiration Date: May 5, 2022

Contact: Christina Bloom
Executive Director
4501 Highwoods Parkway Glen Allen, Virginia 23060 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: CBloom@goodmanallen.com

Additional Documents: Cover Letter, Other Documents

Additional Documents Notes: Resume

Visual ID: 9305

Staff Attorney – Bankruptcy & Economic Justice Practice

OSLSA Ohio State Legal Services Association (Columbus, OH)

Position Type: Full-time

Practice Area(s): Bankruptcy

Job Location(s): Columbus, Ohio (United States)

Description:

Legal Aid Society of Columbus (LASC) is part of the Ohio State Legal Services Association (OSLSA), a three-part legal aid program headquartered in Columbus. OSLSA's mission is to provide civil legal aid and advocacy to combat unfairness and injustice and to help people rise out of poverty.

LASC is actively seeking a dedicated, professional Bankruptcy Staff Attorney in our Economic Justice Practice Group to provide comprehensive legal services for civil issues in pursuit of LASC's mission and priorities. This opportunity will initially focus on bankruptcy issues in Central Ohio.

In this role, you will be responsible for providing legal counsel and advice as well as direct representation initially in the area of bankruptcy law, collaborating with partner organizations in providing legal assistance to our communities through special projects and grants and facilitating the bankruptcy pro bono referrals.

Are You Someone Who:

Is dedicated to improving the lives of low-income individuals in our communities?
Has a demonstrated commitment to making a difference in the lives of indigent people and their communities?
Enjoys helping clients triumph over adversity?
Is motivated, professional and thrives within a collaborative, team-driven environment?
Believes successful resolution can be reached beyond traditional litigation?
Is interested in developing a wide range of legal skills and experiences?

You Will:

Handle all functions related to legal advocacy
Maintain a caseload that includes both direct service and impact work
Participate in one of our substantive teams focused on learning one area of the law more in depth and on addressing systemic issues
Participate in outreach activities, clinics and other community events
Collaborate with other legal services attorneys on statewide advocacy
Promote community relations and build community relationships by engaging with the public and partner service providers
Have the opportunity to participate in excellent on-going professional development including CLE-approved trainings on substantive poverty law and advocacy skills among others
Be a part of a community of collaborative and mission driven professionals

Requirements

You Have:

Strong legal advocacy skills
Working knowledge of bankruptcy law
Strong analytical, problem-solving, planning and organizational skills
Demonstrated experience in legal services or advocacy in the area of social justice
Demonstrated project development and management skills
Ability to manage multiple priorities in a dynamic environment
High ability to exercise sound judgement and discretion
High ability to facilitate collaboration as well as build and sustain productive relationships with diverse individuals, groups and organizations
Excellent communication skills, both orally and written, with diverse audiences
A commitment to diversity and inclusion both internally and externally
Strong work ethic
Proficiency in Microsoft applications, knowledge of current technologies and commitment to remain up to date with industry best practices
English language proficiency is essential and Spanish/English bilingual skills are a plus.
Additional languages – even better
Juris Doctor from an accredited law school and admitted to the Bar of the State of Ohio (or if not currently admitted, expected to obtain admission within 12 months from date of hire) preferred
Prior Legal Aid or related work experience a plus, but not required

Other Details:

It is the policy of OSLSA not to discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity or

expression, marital status, national origin, disability, age, ancestry, and military status or any other characteristic protected by law. LASC is an equal opportunity employer. The position reports to the Managing Attorney and is based in Columbus, Ohio. The role requires some travel throughout the service area. Salary begins at \$53,000 DOE. OSLSA offers an excellent comprehensive benefits package, LRAP of up to \$6,000 and ongoing training and development opportunities.

Desired Class Level: Graduate/Alumni

Posting Date: March 25, 2022

Expiration Date: May 31, 2022

Contact: Sara Frank
HR Director
1108 City Park Ave Columbus, Ohio 43206 United States
<https://www.oslsa.org/>

Resume Receipt: Other (see below)

How to Apply: To Apply:

Please submit a letter of interest and resume for consideration.
Staff Attorney – Bankruptcy & Economic Justice Practice Group

In your letter, please address the following in order for your application to be considered: OSLSA's clientele is diverse and all of our clients are low income. To ensure that our agency is best serving our communities, OSLSA strives to promote an evolving set of behaviors and attitudes amongst our staff, as well as policies that enable us to work effectively in all cross-cultural situations, with clients, with our coworkers, and with the community. We see this as a commitment to enhance the provision of our services to all clients; to raise the level of positive client outcomes; and to create an inclusive and respectful workplace in which differences are acknowledged and valued.

How do you think your personal background or experiences, professional or otherwise, have prepared you to contribute to our commitment to cultural humility and diversity amongst our staff? Feel free to think broadly about your response to this question, applying various aspects of your life and personal experiences.

To promote social justice and best serve our clients, OSLSA is committed to maintaining a diverse staff and providing culturally competent services. We strongly encourage candidates from traditionally

Apply here: <https://recruiting.paylocity.com/recruiting/jobs/Details/1004970/Legal-Aid-Society-of-Columbus/Staff-Attorney-Bankruptcy-Economic-Justice-Practice-Group>

ID: 9291

Law Clerk

The Supreme Court of Appeals of West Virginia

Position Type: Full-time

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

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

Description:

Page 1 of 2

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

INTERMEDIATE COURT OF APPEALS EMPLOYMENT OPPORTUNITY
Charleston, West Virginia
Position open until filled (Posted 3-21-2022)

The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting

resumes for the position of Law Clerk for the Intermediate Court of Appeals, Charleston, West Virginia. This is professional legal work as an experienced Law Clerk to an

Intermediate Appellate Court judge. The position is described as follows:

LAW CLERK

Position Purpose: The Law Clerk will be responsible for providing legal support to an Intermediate Appellate Court judge.

Minimum Qualifications: Graduation from an approved school of law and a member in good standing with the West Virginia State Bar.

Duties and Responsibilities:

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

- Legal research,
- Read, analyze, and interpret lower court record(s), agency briefs, and/or appellate court briefs,
- Search for, interpret and apply statutes, court decisions, and other legal authorities on points of law involved in the preparation of legal rulings,
- Prepare bench notes, draft opinions, orders, and memoranda of law,
- Proofread and review circulating opinions,
- Attend and observe court sessions and hearings/arguments,
- Perform related work as required.

Additional Preferences / Requirements:

- Knowledge of the State judicial system.
- Knowledge of judicial procedures and rule of practice.
- Knowledge of the principles, methods, materials, and practices of legal research.
- Skill in analyzing, appraising, and organizing facts, evidence and material, and presenting such material in clear and logical form for oral or written presentation as opinions, memoranda, orders, or decisions.
- Ability to understand and interpret constitutional provisions, statutes, administrative regulations and precedents.
- Ability to prepare for judicial approval orders and opinions on petitions, motions, and appeals filed.
- Ability to establish and maintain effective working relationships with members of the judiciary, court and departmental administrators, attorneys, and associates.

Page 2 of 2

Criminal Background Check:

All successful candidates must submit to a criminal background check.

Compensation and Benefits include:

- Competitive salary based on experience and qualifications,
- Medical Insurance,
- Optional Flexible Benefits Coverage (dental, vision, disability, and excess medical),

- Life insurance,
- Defined benefit pension plan,
- Section 457 deferred compensation plan, 12 paid holidays, and
- Sick leave.

The Administrative Office of the Courts

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

West Virginia Courts

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

Equal Opportunity in Employment

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

applications will go to Cassie.long@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: March 22, 2022
Expiration Date: May 31, 2022
Contact: Sarah Loftus Law Clerk Program Coordinator Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States
Resume Receipt: E-mail, Other (see below)
Default email for resumes.: sarah.loftus@courtswv.gov
How to Apply: applications will go to Cassie.long@courtswv.gov
ID: 9265

Energy Associate (Charleston, WV)

Step toe & Johnson, PLLC (Bridgeport, Charleston, Huntington, and Morgantown, and Wheeling WV.

Position Type: Full-time

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

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

Description:

Step toe & Johnson PLLC is actively seeking an associate with 0-3 years of experience for its energy practice in Charleston, WV. Qualified candidates should have experience commensurate with time in practice. General property, M&A and/or commercial transactions experience in the energy sector is a plus but not required. Candidates should possess strong interpersonal skills and the ability to interact with client, business and legal teams. Must have a strong academic record, excellent writing and oral communication skills and the ability to work independently with clients and colleagues.

Desired Class Level: Graduate/Alumni

Posting Date: March 21, 2022

Expiration Date: May 31, 2022

Contact: Mary Jane Ashley
Coordinator, Recruitng & Professional Development
United Center, 1085 Van Voorhis Rd., Suite 400 Morgantown, West Virginia 26507
United States

Resume Receipt: E-mail

Default email for resumes.: maryjane.ashley@step toe-johnson.com

ID: 9254

Postdoctoral fellowship

Case Western Reserve University

Position Type: Fellowship

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

Job Location(s): Cleveland, Ohio (United States)

Description:

The Social Justice Institute at Case Western Reserve University invites applications for a postdoctoral fellowship. A full description of the position is attached. It is a two-year grant-funded position scheduled to start in August 2022.

Candidates must have strong capabilities collecting and analyzing quantitative and qualitative data in order to develop user-friendly, community-accessible research databases.

Preferred candidates will have a demonstrated interest in research in the following areas:

disparities within the criminal legal system;
police misconduct, administrative disciplinary decisions, and police use of force; or
the impact of targeted law enforcement initiatives on impacted communities.
This fellowship will focus on developing the next generation of social justice leaders and will emphasize evidence-based research, mentoring, and community building. Interested applicants should submit the requested application materials in PDF format to socialjustice@case.edu.

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

Posting Date: March 21, 2022

Expiration Date: May 31, 2022

Contact: N/A
Cleveland, Ohio United States

Resume Receipt: Other (see below)

How to Apply: Interested applicants should submit the requested application materials in PDF format to socialjustice@case.edu

ID: 9255

Director-Civil Rights Division

The Office of the West Virginia Attorney General (Charleston, WV)

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

Director—Civil Rights Division: The West Virginia Attorney General's Office seeks a senior level attorney to serve as Director for its Civil Rights Division. Candidates must have senior management experience, specifically managing attorneys and staff. The Director is responsible for carrying a strong caseload, providing legal representation to the West Virginia Human Rights Commission in discrimination cases, and managing the Division's caseload as well as the day-to-day operations of the Division.

Ideal candidates will be motivated self-starters with strong work ethic, integrity and professionalism, and have top academic credentials, outstanding transcripts and a minimum of five (5) years' experience in litigating employment discrimination and/or housing discrimination cases before the West Virginia Human Rights Commission or other related administrative law experience. Excellent interpersonal, organizational, communication, and oral/written advocacy skills are required. Successful candidates will be expected to produce a high-quality legal product that meets exacting standards and will seek to enhance the reputation of the Attorney General's Office as a top law firm in the State of West Virginia. Candidates also must have an active WV law license or be eligible for admission.

To apply, please send a resume, writing sample, references and preferred salary range to jobs@wvago.gov with "Civil Rights" in the subject line.

Desired Class Level: Graduate/Alumni**Posting Date:** March 15, 2022**Expiration Date:** June 1, 2022

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

Resume Receipt: E-mail**Default email for resumes.:** jobs@wvago.gov**Additional Documents:** Cover Letter, Writing Sample

Requested Document Notes: To apply, please send a resume, writing sample, references and preferred salary range to jobs@wvago.gov with "Civil Rights" in the subject line.

ID: 9202

Attorney

Federal Bureau of Investigations (Clarksburg, WV)

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

FEDERAL BUREAU OF INVESTIGATION (FBI)

ATTORNEY

CLARKSBURG, WV 26306

UNITED STATES

OGC_MH_PCLU-WV_2022

About the Office:

The mission of the FBI is to protect the American People and uphold the Constitution of the United States.

The FBI's Office of the General Counsel (OGC) is seeking highly qualified attorneys with privacy and civil liberties experience to join its exciting and challenging legal practice. OGC provides legal advice to the entire FBI, including the Director, FBI Headquarters officials and agents in the 56 domestic field offices, on a wide range of substantive issues. OGC works closely with other elements of the Department of Justice, other members of the Intelligence Community, including the Office of the Director of National Intelligence (ODNI), the Central Intelligence Agency, the National Security Agency and the White House. OGC also assists the FBI in forming partnerships with other federal, state, local and international agencies, as well as private sector entities, in support of FBI operations.

Privacy and Civil Liberties Unit (PCLU): Attorneys working in PCLU apply their expertise, skills, and education to protect the nation by providing legal advice and counsel across all FBI investigative and intelligence collection programs. These attorneys ensure that FBI activities comply with the U.S. Constitution, federal privacy laws (such as the Privacy Act and Section 208 of the E-Government Act), executive actions regulations, and policies. PCLU attorneys provide expertise in the following areas: privacy and civil liberties affecting the FBI both operationally and as an employer; the authorized sharing of information about individuals by FBI personnel; Privacy Impact Assessments and Systems of Records Notice for FBI information technology systems; Memorandums of Understanding and information sharing agreements; data breaches involving FBI information; and legal analysis of legislation, regulations, and policies.

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

Job Description:

Consults and provides comprehensive legal guidance to FBI clients on issues related to privacy and civil liberties;
 Reviews and edits privacy documentation and information sharing agreements submitted by clients;
 Drafts memos, policies, and other documents for FBI executive management, ensuring compliance with law and policy;
 Briefs FBI executive management on issues related to privacy and civil liberties;
 Conducts training for FBI personnel on privacy and civil liberties matters;
 Supports the component's Privacy and Civil Liberties Officer, who is responsible for ensuring component-wide compliance with information privacy and civil liberties mandates; and
 Develops and evaluates legislative, regulatory, and other policy proposals that implicate privacy issues.

Due to COVID-19, if selected, you may be expected to telework for an undefined period under the Department's evacuation authority, even if your home is located outside the local commuting area. Employees in this status may be notified of a requirement to report in person to the component workplace with an advance notice of not less than 30 days. Prior to a requirement to report to the workplace, employees may be eligible to request to continue to telework one or more days a pay period depending upon the terms of the component's telework policy.

Qualifications:

Key Requirements:

Must be a U.S. citizen

Must be able to obtain a Top-Secret/SCI clearance
Selectee may be required to complete form FD-887, Request for Access to Sensitive Compartmented Information (SCI)
Selectee may be required to complete a Confidential Financial Disclosure Report, OGE-450 annually.
The Department of Justice will approve candidates that are selected for this position.

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

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

All applicants are rated on the following competencies:

Analytic Thinking
Communication
Governance and Legal Jurisprudence
Leadership
Oral/Written Communication
Research
BASIC REQUIREMENT:

Possess a law degree from an accredited American Bar Association law school; and Proof of active membership and good standing with any U. S. jurisdiction bar association

Positive Education Requirement: This position has a specific education requirement; all applicants must verify completion of this basic requirement by submitting both proof of JD degree and proof of good standing with a bar within a US jurisdiction. Please see the "Required Documents" under How to Apply for additional information.

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

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

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

Salary:

(effective Jan. 2022) GS-14: \$111,521 - \$144,976 GS-15: \$131-298 - \$170,532

Travel:

Some travel is required

Application Process:

How to Apply-

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

Your cover letter and resume
A writing sample, not to exceed 10 pages
Proof of current and active bar association membership
Copy of Law School Transcripts
Current SF-50 (if external government employee)
DD 214 (proof of Veteran's Preference)

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

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

Step 2: Title the subject of the email using the following format, indicating whether you are an internal or external candidate. (Example: OGC_MH_PCLU_2022_External/Internal)

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

What to Expect Next

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

Internal Applicants Additional Information

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

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

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

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

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

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

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

On December 22, 2017, the President signed into law the Tax Cuts and Jobs Act. This law may impact your transfer.

This legislation made previously non-taxed moving expenses reimbursements taxable as of January 1, 2018. Please see HR Link for the list of FBI's current understanding of the applicable tax changes. However, this may change upon receipt of official guidance from GSA and DOJ.

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

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

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

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

Percent of time worked in the particular position (cannot conflict with main duties)

The month/year work began

Frequency worked (i.e., daily, monthly, etc.)

Specific duties performed

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

External Applicants Additional Information

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

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

Failure to provide necessary and relevant information required by this vacancy announcement may disqualify you from consideration. Additional information will not be requested if your application is incomplete. Your application will be

evaluated solely on the basis of information you have submitted. Management may select any grade for which this position is announced. Identification of promotion potential in this announcement does not constitute a commitment or an obligation on the part of management to promote the employee selected at some future date. Promotion will depend upon administrative approval and the continuing need for an actual assignment and performance of higher-level duties.

If you are hired, you will be required to serve a two-year probationary period. Probationary employees are precluded from being considered for all job opportunities until 12-months of their 24-month probationary period has concluded. Probationary Employees may be considered for competitive vacancies that are advertised within their respective division or field office after serving 90 days within the FBI. The probationary periods will be served concurrently. Memorandum of Understanding: Work performed outside assigned duties (that would not normally be documented on a SF-50, i.e., back-up duties), has to be documented in detail by an immediate supervisor in order to receive full credit for amount of time worked in that position. If no documentation is furnished, no credit will be given for the time worked in that position. The following notations must be specified in the documentation (Memorandum of Understanding):
Percent of time worked in the particular position (cannot conflict with main duties)
The month/year work began
Frequency worked (i.e., daily, monthly, etc.)
Specific duties performed
Veterans Preference

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

Nepotism

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

Reasonable Accommodation Request

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

Benefits

The FBI offers a comprehensive benefits package that includes, in part, paid vacation; sick leave; holidays; telework; life insurance; health benefits; and participation in the Federal Employees Retirement System.

This link provides an overview of the benefits currently offered to Federal employees: http://www.opm.gov/insure/new_employ/index.asp

Application Deadline: No deadline. Applicants can submit applications on any date.

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

Relocation Expenses:

Not applicable

Number of Positions:

Multiple

Updated January 21, 2022

* * *

Department Policies

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

distancing, testing, travel, and quarantine.

Equal Employment Opportunity: The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of race, color, religion, national origin, sex - including gender identity, sexual orientation, or pregnancy status - or because of age (over 40), physical or mental disability, protected genetic information, parental status, marital status, political affiliation, or any other non-merit based factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. For more information, please review our full EEO Statement.

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

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

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

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

This and other vacancy announcements can be found under Attorney Vacancies and Volunteer Legal Internships. The Department of Justice cannot control further dissemination and/or posting of information contained in this vacancy announcement. Such posting and/or dissemination is not an endorsement by the Department of the organization or group disseminating and/or posting the information.

Desired Class Level:	Graduate/Alumni
Posting Date:	March 3, 2022
Expiration Date:	May 31, 2022
Contact:	Whitney Barnhart Community Outreach Specialist 320 W Pike St # 310 Clarksburg, West Virginia 26301 United States
Resume Receipt:	Other (see below)
How to Apply:	OGC-JOBS@fbi.gov ;
Additional Documents:	Cover Letter, Unofficial Transcript, Writing Sample
Requested Document Notes:	<ol style="list-style-type: none">1. Your cover letter and resume2. A writing sample, not to exceed 10 pages3. Proof of current and active bar association membership4. Copy of Law School Transcripts5. Current SF-50 (if external government employee)6. DD 214 (proof of Veteran's Preference) Submit the completed application email to OGC-JOBS@fbi.gov
ID:	9130

Law Clerk

McKean County Courts (48th Judicial District) (McKean County)

Position Type: Full-time

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

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

Description:

JOB DESCRIPTION FOR LAW CLERK POSITION
48TH JUDICIAL DISTRICT – MCKEAN COUNTY

JOB TITLE: McKean County Court of Common Pleas Law Clerk

DEPARTMENT: McKean County Courts (48th Judicial Operations)

REPORTS TO: Court and Court Administration.

SCHEDULE: Salary Position. Normal Hours/Week: 35 Full Time position.

SALARY RANGE: Starting rate of \$43,000 subject to modification upward based on prior experience and/or work history

JOB SUMMARY:

Law clerk duties include conducting legal research, preparing bench memos, drafting orders and opinions, proofreading Judges' orders and opinions, verifying citations, assisting with case management, attending court proceedings, and maintaining the law library. The work is performed directly for and under the supervision of an assigned Judge serving on the Court of Common Pleas. The position is both a paid position and a learning experience. The goal is for each clerk to gain direct experience and knowledge of the operation of the court system and to assist each clerk in the development of their own career and future goals.

REPORTING RELATIONSHIPS:

The law clerk reports directly to the Common Pleas Judge they are assigned to. Further, each clerk falls under the umbrella and supervision of the McKean County Court of Common Pleas.

ESSENTIAL JOB FUNCTIONS:

Law clerks perform a variety of job functions, including reviewing pretrial briefs and other submissions for completeness; summarizing information presented; identifying pertinent issues and other noteworthy elements; conducting research into precedential and related cases, laws and opinions; summarizing such findings, including likely outcome based on information available; attending court hearings and trials; observing proceedings and taking notes on arguments, points made, testimony presented and other activities of potential use in reaching decisions; conferring with judge when questions of law arise during proceedings; researching such questions so trial or hearing can continue unimpeded; attending pretrial conferences to identify issues raised, points of law to be addressed and any particular circumstances that may arise during trial; anticipating likelihood of such points of law, motions, and other procedural issues, and; preparing research/opinions necessary to resolve same.

Law clerks discuss cases with the judge, ensuring consideration of all salient points raised and related issues of law. Law clerks must be able to understand judge's

viewpoint and intention so that they may draft opinions and orders for cases, including both civil and criminal, sentencing decisions and related matters. Law clerks ensure proper citation of applicable statutory and precedential guidelines and answer judge's questions. Clerks receive final documents from their judge and may edit for style, grammar, or other non-legal matters. Law clerks perform related work as required.

MINIMUM QUALIFICATIONS:

Applicants must either be a member of the Bar of Pennsylvania or must have received a Bachelor of Laws or Juris Doctor degree from a law school accredited at the time of matriculation or graduation.

APPLICATION REQUIREMENTS:

Interested applicants should submit the following information to Patricia Brown, Court Administrator, by email at PABrown@mckeancountypa.org:

1. Resume or Curriculum Vitae
2. Unofficial law school transcript (an official transcript may be required following the job interview)
3. Writing sample

Any offer of employment following the interview is contingent upon the applicant passing a criminal background check and drug screen.

Questions regarding the application process and/or requests to speak with McKean County's current law clerks should be directed to Patricia Brown, Court Administrator, by email at PABrown@mckeancountypa.org or by telephone at (814) 887-5571 x4306.

Desired Class Level: 3L, Graduate/Alumni
Posting Date: March 2, 2022
Expiration Date: May 31, 2022
Contact: Patricia Brown Court Administrator 500 W. Main Street Smethport, Pennsylvania 16749 United States
Resume Receipt: E-mail
Default email for resumes.: PABrown@mckeancountypa.org
Additional Documents: Unofficial Transcript, Writing Sample
ID: 9116

Career Clerk

UNITED STATES DISTRICT COURT - EASTERN DISTRICT OF VIRGINIA- Honorable Judge
Hannah Lauck

Position Type: Full-time

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

Description:

The U.S. District Court for the Eastern District of Virginia is seeking qualified applicants for a full-time Career Law Clerk to United States District Judge, M. Hannah Lauck. This position is for a minimum of two (2) years beginning in August/September 2022. In addition to submitting materials through OSCAR, applicants should send print copies of their applications to chambers.

Duties involve serving as principal administrative manager of chambers, including: ensuring responsible organization of chambers; assuring reporting requirements are met; managing and term law clerks and law student interns and externs; and scheduling Judge Lauck's travel, speaking engagements, and continuing legal education programs. This position also manages the docket, reviews opinions, writes correspondence, and drafts opinions and orders. Applicants must have a strong interest in mentoring term law clerks.

Candidates from diverse backgrounds are strongly encouraged to apply.

DUTIES AND RESPONSIBILITIES Administrative Duties

Receive, screen, and refer telephone calls. Answer general inquiries from knowledge of judge's

activities and office operations.

Maintain necessary personnel records.

Handle administrative matters in chambers, including preparation of required reports.

Draft in final form judge's correspondence, memoranda, reports, legal documents, statistics, and other

items. Check citations quoted in material to ensure accuracy.

Screen incoming mail and handle routine matters. Route mail to appropriate destination.

Review

outgoing mail for accuracy.

Relieve judge of routine details. Maintain stock of office supplies for chambers.

Maintain judge's calendar by scheduling, changing, and cancelling appointments as directed.

Arrange meetings and conferences for judge and support personnel.

Arrange business travel itineraries for the judge, including plane tickets, hotel, lodging, auto rental,

and other arrangements.

Perform miscellaneous functions as assigned by judge.

Law Clerk Duties

Serve as mentor and supervisor to term clerks, including—with the Judge—training and guidance on expert legal research and writing.

Supervise and train any interns in a similar capacity.

Conduct individual legal research and writing; review orders and opinions; provide information, guidance, and advice to judge on legal issues relating to cases; and draft opinions if appropriate.

Communicate with other courts, state and federal agencies, counsel, litigants, and court staff regarding court rules, procedural issues, calendaring, and other litigation matters.

Keep abreast of changes in the law from the Supreme Court and Fourth Circuit.

Act as primary manager of judge's social security and prisoner dockets.

Desired Class Level: Graduate/Alumni

Posting Date: February 28, 2022

Expiration Date: August 22, 2022

Contact: Human Resources

Resume Receipt: Other (see below)

How to Apply: <https://www.vaed.uscourts.gov/sites/vaed/files/CareerLawClerk%20MHL-%20Richmond.pdf>

ID: 9301

Assistant Attorney General for Tax and Revenue

The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time

Practice Area(s): All Practice Areas

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

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

Description:

Assistant Attorney General: The West Virginia Attorney General's Office seeks an attorney to join the Tax, Revenue, Claims Commission, and Transportation Division. Ideal candidates will have been practicing law for 8 to 10 years. Experience with tax law is preferred as well as litigation experience, excellent academic and professional credentials; superior oral and written communication skills; have outstanding legal research, analytical, and legal reasoning skills; and, the ability to function with minimal guidance in a demanding legal environment.

Candidates must also have an active WV law license or be eligible for admission.

Desired Class Level: Graduate/Alumni

Posting Date: February 24, 2022

Expiration Date: June 30, 2022

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

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

Requested Document Notes: Please send your resume, a writing sample, and preferred salary range to jobs@wvago.gov with "Revenue Attorney" in the subject line.

ID: 9064

Assistant Attorney General/Miners' Health, Safety&Training

The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time

Practice Area(s): All Practice Areas

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

Description:

Assistant Attorney General / Office of Miners' Health, Safety, and Training: The Office of the West Virginia Attorney General is seeking a full-time attorney to join its Arts, Education, Commissions, and Boards Division to represent the Office of Miners' Health, Safety, and Training. Ideal candidates will have a minimum of five (5) years of litigation experience. Candidates will primarily be responsible for litigating matters in administrative hearings and state circuit courts, with possible appellate work before the West Virginia Supreme Court of Appeals. Responsibilities will include assisting with policy development and implementation; engaging with other state and federal agencies on the client's behalf; drafting legislative rules; appearing before legislative committees; presenting to administrative boards; responding to Freedom of Information Act requests; advising the client on day-to-day operations; and general counsel and advice.

Strong written and oral advocacy skills are required, as well as the ability to travel and to go underground in a coal mine. The candidate must be comfortable practicing independently with limited clerical support. Knowledge or experience in coal mining law is preferred but not required.

Candidates must have an active WV license or be eligible for admission.

To apply, please submit a cover letter, resume, writing sample, and salary requirements to jobs@wvago.gov with "Miners' Health & Safety" in the subject line.

Desired Class Level: Graduate/Alumni

Posting Date: February 24, 2022

Expiration Date: June 30, 2022

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

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

Requested Document Notes: To apply, please submit a cover letter, resume, writing sample, and salary requirements to jobs@wvago.gov with "Miners' Health & Safety" in the subject line.

ID: 9062

Consumer Protection Attorney

The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time

Practice Area(s): All Practice Areas

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

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

Description:

Consumer Protection Attorney: The West Virginia Attorney General's Office seeks an attorney for the Consumer Protection Division. Ideal candidates will have consumer protection experience. Successful candidates will have a minimum of eight (8) years of aggressive litigation experience as well as mediation experience. Strong written and oral communication skills are required. Candidates will be expected to communicate complex legal matters in a clear manner. Candidates must have an active WV license or be eligible for admission

Desired Class Level: Graduate/Alumni

Posting Date: February 24, 2022

Expiration Date: June 30, 2022

Contact: Lori Sovel

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

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

Requested Document Notes: Please send your resume, a writing sample, and preferred salary range to jobs@wvago.gov with "Consumer Attorney" in the subject line.

ID: 9065

Principal Deputy Solicitor General

The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time

Practice Area(s): All Practice Areas

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

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

Description:

Principal Deputy Solicitor General - The West Virginia Attorney General's Office is accepting applications for a senior-level attorney to be considered for the position of Principal Deputy Solicitor General. Excellent writing and editing skills and appellate and/or administrative law litigation experience required; U.S. Supreme Court or other appellate clerkship strongly preferred. Must be eligible to waive into the WV Bar or willing to pursue state bar membership. This position is based out of Charleston, WV, with potential geographic flexibility within the State on a case-by-case basis.

Responsibilities of the Principal Deputy Solicitor General include working with the Attorney General and Solicitor General to develop a strategy for high-profile litigation involving the State of West Virginia and state officers and agencies; editing and some primary drafting for major appellate briefs, administrative comments, and dispositive motions; coordinating multi-state litigation and amicus briefs with other States; and researching and providing strategic advice on other important issues for the State.

All attorneys in the SG group gain significant appellate, administrative, and general litigation experience. The group practices at all levels in state and federal courts, including before the U.S. Supreme Court. Attorneys in the group can expect oral argument experience in the West Virginia Supreme Court of Appeals, as well as opportunities to present an argument or second chair in federal appellate courts. The group is a small team, with all attorneys contributing at highly substantive levels.

Desired Class Level: Graduate/Alumni

Posting Date: February 24, 2022

Expiration Date: June 30, 2022

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

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

Requested Document Notes: Applicants should submit their resume, a writing sample, and a cover letter to jobs@wvago.gov, or may reach out to Solicitor General Lindsay See for more information at lindsay.s.see@wvago.gov.

ID: 9063

Senior Attorney

The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time

Practice Area(s): All Practice Areas

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

Description:

Senior Attorney: The West Virginia Attorney General's Office seeks an experienced Senior Litigation Attorney to manage litigation. Candidates must have at least ten (10) years of litigation and management experience which reflects a strong work ethic, integrity, and professionalism. Successful candidates will have excellent interpersonal, organizational, and verbal/written communication skills. Experience with complex and multi-state litigation is preferred. Candidates must also have an active WV license or be eligible for admission.

Please send your resume, a writing sample and preferred salary range to jobs@wvago.gov with "Senior Attorney" in the subject line.

Desired Class Level: Graduate/Alumni

Posting Date: February 24, 2022

Expiration Date: June 30, 2022

Contact: Lori Sovel

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

Resume Receipt: E-mail

Default email for resumes.: jobs@wvago.gov

Additional Documents: Cover Letter, Writing Sample

ID: 9061

Finance Associate

Frost Brown Todd, LLC (Louisville, KY)

Position Type: Full-time

Practice Area(s): Banking & Finance

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

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

Description:

Frost Brown Todd, a full-service AM Law 200 firm with more than 500 attorneys in 15 markets across nine states and Washington DC, seeks an entry-level general corporate transactional associate for the Charleston, WV office. This position will be trained on commercial finance transactions, primarily public finance, with some commercial lending and real estate. Applicants must have a good academic record and excellent written and oral communication skills. Please visit our web page and use the "self-apply" feature at <https://frostbrowntodd.com/careers/laterals/> to submit your application. Frost Brown Todd LLC is an equal opportunity employer.

Desired Class Level: 3L, Graduate/Alumni

Posting Date: December 21, 2021

Expiration Date: May 31, 2022

Contact: Ms. Sonya Yadon

Attorney Recruiting and Development Manager

400 West Market Street, 32nd Floor Louisville, Kentucky 40202-3363 United States

Resume Receipt: E-mail

Default email for resumes.: ldobbins@fbtlaw.com

Additional Documents: Cover Letter, Unofficial Transcript, Other Documents

Requested Document Notes: Please submit an updated resume, cover letter, and transcript.

ID: 8609

Part Time Of Counsel Attorney

Lemon Law Group Partners (Charleston, WV)

Position Type: Part-time

Practice Area(s): Litigation

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

Description:

We are a plaintiff's law firm handling consumer litigation cases involving Lemon Law, Magnuson Moss, and Breach of Warranty claims. We are looking for a part time Of Counsel Attorney to handle our West Virginia claims.

The attorney will be involved in both pre-litigation as well as litigation claims.

This is a great opportunity for an attorney looking to supplement their current practice with a new stream of revenue. We will train and excellent pay.

All applicants must be currently licensed to practice law in West Virginia.

Desired Class Level: Graduate/Alumni

Posting Date: November 4, 2021

Expiration Date: June 4, 2022

Contact: Liam Jones
3323 NE 163rd Street, Suite 504 North Miami Beach
<https://lemonlawgrouppartners.com/>

Resume Receipt: E-mail

Default email for resumes.: ljones@lemonlawgrouppartners.com

ID: 8311

Judicial Law Clerk for Honorable Judge R. Patrick DeWine

The Supreme Court of Ohio

Position Type: Full-time**Geographic Preference:** Midwest (KY, WV, OH, IN, MI, IL, MO, IA, MN, WI)**Job Location(s):** Columbus, Ohio (United States)**Description:**

Supreme Court of Ohio Justice R. Patrick DeWine is accepting applications for the position of Judicial Law Clerk in his chambers. The position will commence September 6, 2022 and will run through September 8, 2023.

Law Clerks review and analyze arguments presented in a variety of motions and memoranda in support of discretionary jurisdiction. In addition, Law Clerks research and prepare initial drafts of merit opinions at the direction of the Justice.

The successful applicant will be a recent law school graduate with exceptional research, writing and analytical skills. Class standing in the top 15%, participation on a law review or moot court board, or publication of noteworthy articles is preferred. Prior clerkship experience will be considered positively. The ability to work independently, collaboratively, and efficiently is required.

Job ID: 365316197442062777

Desired Class Level: Graduate/Alumni**Posting Date:** September 8, 2021**Expiration Date:** September 8, 2022**Contact:** Human Resources**Resume Receipt:** Other (see below)

How to Apply: https://www.gigzio.com/judicial-law-clerk-to-justice-r-patrick-dewine-in-columbus-ohio-365316197442062777?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ID: 9298

A small Pittsburgh firm is seeking qualified contract attorneys to support its civil litigation practice in Pennsylvania and West Virginia. Primary responsibilities will be attending depositions and preparing deposition summaries. Candidates must be reliable self-starters and have the necessary equipment, including computer hardware and reliable Internet access and transportation, to perform work remotely and to attend depositions in person where and when necessary. Excellent oral and written communication skills, strong organizational skills, and an attention to detail are prerequisites. Candidates must be currently licensed and members in good standing of the PA and/or WV bar. Candidates must also be able to pass a criminal background check. Competitive hourly rate based on experience. This is a great opportunity for attorneys looking to supplement their current practice with a new stream of revenue and/or attorneys interested in flexible, part-time work. Please upload a cover letter and resume, in one document, to this resume book. Log on to Symplicity > Documents > Opt-in Books > Submit

Deadline: May 30, 2022