



Commercial Litigation & Transactional Assoc. (9/2023 Start)

Hankin, Sandman, Palladino, Weintrob & Bell (Atlantic City, NJ)

Job Type: Full-time

Job Location(s): Atlantic City, New Jersey United States

Job Description: We are a well-established Southern New Jersey law firm practicing in New Jersey, Pennsylvania, New York, and Florida. We are seeking an Entry-Level Associate to work primarily in the areas of commercial law, construction law, and private and public contracts law. The position presents opportunities for both litigation and transactional work. The Associate will have an immediate opportunity for client contact and substantive responsibility for all aspects of assigned matters, including appearances before courts and government bodies. Strong writing and communication skills are required. New Jersey bar admission/anticipated admission is a must. Admissions in Pennsylvania, New York, Florida, and other jurisdictions a plus. September 2023 start.

The firm will not sponsor work visas.

Posting Date: August 14, 2022

Expiration Date: September 20, 2022

Contact: Partner Evan Labov
Partner
30 South New York Avenue Atlantic City, New Jersey 8401 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: evanl@hankinsandman.com

How To Apply: Email resume and additional documents to Evan Labov at: evanl@hankinsandman.com Additional Documents to Send with Resume: Cover Letter, Unofficial Transcript, Writing Sample Contact: Evan Labov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9846

Attorney

Shuman McCuskey and Slicer, PLLC (Charleston, Morgantown, WV & Winchester, VA)

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:

Shuman McCuskey Slicer PLLC is looking to hire an attorney with 2+ years of defense litigation experience to join the firm in our Charleston, West Virginia office. SMS is a nationally recognized law firm with a proven reputation for providing aggressive litigation representation to clients in West Virginia, Virginia, Kentucky, Ohio, Pennsylvania, and Maryland.

The ideal candidate is a team player with a strong work ethic and willingness to learn. They must be confident, highly motivated, possess excellent communication skills, and work well in a fast-paced office environment.

We offer very competitive salaries, bonuses, and comprehensive benefits, including health insurance and a 401(k) plan.

Qualified candidates should apply by submitting their resume in confidence to the attention of Natalie Schaefer by email at nschaefer@shumanlaw.com.

Only applicants granted an interview will be contacted.

Shuman McCuskey Slicer PLLC provides equal employment opportunity in compliance with all local, state, and federal laws and regulations and does not discriminate against any individual based on race, color, age, religion, national origin, sexual orientation, gender identity, disability, veteran status, pregnancy, or non-pregnancy conditions, including childbirth or other legally protected classes.

Posting Date: August 2, 2022

Expiration Date: September 2, 2022

Contact: Natalie C. Schaefer

Member

1411 Virginia Street, East Suite 200 Charleston, West Virginia 25301 United States

<http://www.shumanlaw.com>

Resume Receipt: E-mail

Default email for resumes.: nschaefer@shumanlaw.com

ID: 9842

Attorney

Lockwood Law Office

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:

Solo attorney is seeking applicants for new attorney position. Specifically the attorney would work in a somewhat solo capacity, but with assistance from the owner-attorney, including case assistance/referral, some overhead costs, and own office. Practice focuses on court-appointed criminal work. Perfect opportunity for a recent grad, or someone seeking a more independent law practice. Pleasant offices located in a large older home.

Posting Date: August 2, 2022

Expiration Date: August 23, 2022

Contact: Jamella Lockwood
Attorney/Owner
72 East Main Street Buckhannon

Resume Receipt: E-mail

Default email for resumes.: jamellalockwood@gmail.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9845

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): Charleston, West Virginia (United States)

Description:

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

THIRTEENTH Judicial circuit KANAWHA County

EMPLOYMENT OPPORTUNITY

Charleston, West Virginia

Position opens 9/26/2022 (Posted 08-03-2022)

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 Kenneth Ballard. This position works under the direct supervision of Judge Kenneth Ballard in the Thirteenth Judicial Circuit, Charleston, 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 \$53,496.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$62,088.00, plus benefits. Documentation from the West Virginia State Bar, i.e., Bar Dues Statement, will be required to receive the higher salary.

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

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

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

Duties and Responsibilities:

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

- Perform legal research,
- Prepare confidential legal memoranda,
- Attend court hearings,
- Draft orders and opinions,
- Advise and assist judge with legal issues,
- Conduct discovery conferences,
- 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, 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.courts.wv.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 cassie.long@courtsvw.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.

Posting Date: August 2, 2022
Expiration Date: September 30, 2022
Contact: Cassie Long Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States
Resume Receipt: E-mail
Default email for resumes.: cassie.long@courtsvw.gov
Additional Documents: Cover Letter, Unofficial Transcript
ID: 9843

Associate Governmental Program Analyst

Department of Fair Employment and Housing

Job Type: Full-time

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

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

- **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.

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.

Posting Date: August 1, 2022

Expiration Date: September 7, 2022

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

Resume Receipt: Other (see below)

How To Apply: Please use the link below to apply for the vacancy.
<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=319544>

Visual ID: 9840

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.

Posting Date: August 1, 2022

Expiration Date: September 6, 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: 9827

Honors Program

The United States Department of Justice (Office of Attorney Recruitment and Management)

Position Type: Internship

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

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

Description:

3Ls - deadline is early for this prestigious program. Check out opportunities, and apply soon!

The U.S. Department of Justice Office of Attorney Recruitment and Management is excited to announce that the Attorney General's Honors Program (HP) application is now open. The deadline for receipt of applications is Tuesday, September 6, 2022, at 11:59 PM ET. Applications must be submitted via the online application.

Detailed information about the HP including offices participating and the number of available positions, can be found at:

HP: <https://www.justice.gov/legal-careers/entry-level-attorneys>

Application Tips: <https://www.justice.gov/legal-careers/application-tips-and-checklist>.

Information about all of DOJ's legal hiring programs, including experienced attorney hiring and volunteer internships, is online at <https://www.justice.gov/legal-careers>. As the federal agency whose mission is to ensure the fair and impartial administration of justice for all Americans, the Department of Justice is committed to fostering a diverse and inclusive work environment. To build and retain a workforce that reflects the diverse experiences and perspectives of the American people, we welcome applicants from the many communities, identities, races, ethnicities, backgrounds, abilities, religions, and cultures of the United States who share our commitment to public service.

THE ATTORNEY GENERAL'S HONORS PROGRAM

Since 1953, the Attorney General's Honors Program has been recognized as the nation's premier entry-level federal attorney recruitment program. The Honors Program attracts candidates from hundreds of law schools across the country representing a broad cross-section of experiences and interests. Selections are made based on many elements of a candidate's background, including a demonstrated commitment to government service, academic achievement, leadership, journal, moot court and mock trial experience, clinical experience, past employment, and extracurricular activities that relate to the work of Justice and the relevant component. The Department of Justice seeks high caliber attorneys to advance its mission and welcomes applications from candidates whose backgrounds reflect the Nation's rich diversity.

Eligibility Requirements

Eligibility is limited to graduating law students and recent law school graduates who entered judicial clerkships, graduate law programs, or qualifying legal fellowships within 9 months of law school graduation and who meet additional eligibility requirements.

Participating Components

Honors Program hiring offices and the number of entry-level attorney positions varies from year to year. Review the list of the components participating this year.

How to Apply

Applications must be submitted via the online application.

The application opens on July 31st and closes Tuesday, September 6, 2022, at 11:59 p.m. EST.

Read the application tips and checklist and assemble requested information before starting the online application.

Requests for an accommodation in order to complete the application should be directed to Deana Willis at (202) 514-8900.

Key Dates

July 31: Application opens

Early September: Application deadline

Late September: Interview candidates selected

Mid-October - early November: Main Honors Program interview period

Late November - February: Offers Extended

Status Updates

Applicants can check their status online. The Office of Attorney Recruitment and Management posts status updates at key decision points in the selection process. The Community message board associated with the online application is also helpful to applicants with questions or who wish to review informational updates.

If you are Selected for an Interview

Candidates selected for an interview should review Honors Program Interviews for information about selection, the notification process, interview and travel schedules, and reimbursement. Also see Component Contacts, Pre-Interview Submissions, and Interview Locations.

Additional Information

Salary, Promotion, and Benefits Information

Conditions of Employment (Hiring Process, Policies, Requirements)

Components, Offices and U.S. Attorneys' Offices

Disability Hiring

Applications for Honors Program positions will open on July 31, 2022.

HONORS PROGRAM & SUMMER LAW INTERN PROGRAM APPLICATION TIPS AND CHECKLIST

A well-written application for the Attorney General's Honors Program or Summer Law Intern Program takes time to complete, and assembling the information listed below in advance will be a helpful time saver. To be considered for either program, applicants must submit an online application by 11:59 p.m., Eastern Time, September 6, 2022. The application opens on July 31st, so allow yourself plenty of time to work on your application and submit it prior to the deadline. Please review the eligibility criteria for the Honors Program or Summer Law Intern Program (as appropriate) and application instructions before starting your application.

REQUIRED INFORMATION

Contact Information

Email Address: Justice communicates with candidates via email; applicants should have an email address that will not change during the course of the application and hiring process (September - February).

References: Names, telephone numbers, and email of 3 professional references who may be contacted to provide information about you. Please ensure their contact information is correct and not likely to change throughout the fall.

Educational Information

Undergraduate: Name of your college or university, the type of degree(s) received, your major(s), the year you graduated, any graduation honors, and the city and state or country where school is located.

Law School (J.D. or equivalent): Name of the law school, type of degree, dates attended, year J.D. received or expected, city and state, and, for graduates, any graduation honors.

Law school transcript: All applicants must attach their law school transcript in Part 1 of the application before proceeding to Part 2. Only a legible copy of your law school transcript (official or unofficial) in a format generated by the law school or downloaded and attached as a pdf from a law school system is acceptable. Transcripts may not be password protected. An applicant-generated "grade report" or similar document is not acceptable. To ensure Justice has the most current information, applicants may provide information about their law school's official grading scale or evaluation process on the "Additional Information" screen. Please attach only your law school transcript unless you are a joint degree applicant with an integrated transcript or you earned a law degree from a school outside the United States and attend/attended a U.S. graduate law program in order to meet U.S. bar admission requirements (attach the LL.M. transcript).

Graduate (Non-Legal) Degree: Name of the college or university, the type of graduate degree(s), the degree field, year received, and the city and state or country where the school is located.

Graduate Law Degree (LL.M.): Type of degree(s), specialty, year received, name of school, and city and state or country where school is located.

Employment Information

Legal and non-legal experience: Name of the employers or organizations, names and telephone numbers of supervisor(s), dates of employment, brief description of responsibilities, similar to what you list in your resume in terms of the work performed.

Legal internship or externship experience: Names and telephone numbers of supervisor(s), organization name(s), dates of employment, brief description of responsibilities, similar to what you list in your resume in terms of the work performed.

U.S. Department of Justice experience: The name of the employing component or office, name of supervisor, supervisor's phone number or email address, start and end date, and type of work (paid or unpaid), brief description of responsibilities, similar to what you list in your resume in terms of the work performed.

Post-Law School Experience (applies to law school graduates applying to the Honors Program and graduating law students applying to the Summer Law Intern Program for internships between law school graduation and the start of a full-time judicial clerkship/legal fellowship).

Legal Fellowships: Fellowship name, sponsoring organization/employer, link to the Fellowship's website or a copy of the vacancy announcement, start and end date, and contact information. Please see the Legal Fellowship requirements for information about the types of fellowships that qualify.

Judicial Clerkships: Full name of court(s) served, type of court (e.g., state, federal), dates of clerkship(s), names of judge(s), telephone number in chambers.

APPLICATION TIPS

User ID and Password: Keep a record of the unique User ID and Password you must create to log on and access your application.

Contact Avue for password resets rather than creating a new account.

Review the eligibility criteria and instructions once you log on: If you are eligible to apply, complete the acknowledgements page and click on Apply to the Department of Justice.

Apply to either the Honors Program or Summer Law Intern Program: You may apply to either one, but not to both. However, if you are graduating law student, you may apply to the Honors Program, then, if you accept a clerkship, for a limited time period after the deadline you may be able to transfer your application to the Summer Law Intern Program.

Resume: A resume is not required (and will not be accepted or reviewed) as part of the application, however, keep it handy as most of the information ordinarily listed is collected in the online application.

Law school career services staff: Talk to them for guidance, including a review of your response to the short answer questions.

Program-Wide Short Answer Questions: Reviewing officials place significant weight on your responses. Treat these essays like a writing sample. Approach your responses with the utmost professionalism. Your essays should reflect your ability to write clearly and concisely, with attention to style, spelling, grammar, and punctuation. You may want to have someone, such as a career advisor at your law school, review your answers prior to submission.

For question one, draft this answer like the body of a cover letter. The hiring offices value thoughtful, well-crafted responses that address the reasons why you want to work for each of the specific components that you selected on your application (both formal and informal), and makes a connection between your skills and experience and the mission and work of the components you selected.

For question two, please use your professional judgment when drafting an answer. Use the space provided, be specific, and remember this is a job application.

The standard essay questions are:

Why did you apply to each of the components you selected? Please address the characteristics and qualifications that make you a strong candidate for a position in each component. (Do not include USAOs). (6000 characters maximum, including spaces)

If you could tell the selecting official one thing about yourself, what would it be? (2000 characters maximum, including spaces)

*Please note that some positions, such as AUSA positions and the Indian Country Fellowship, require you to answer additional questions.

Add details when prompted: The "Professional Accomplishments & Experience" and "Honors & Awards" screens offer a series of "check the box" options. When you check the box, many of those options will open a text box for your use in providing relevant details about your participation in the activity, much as you would on a resume. For example, if you received a prestigious law school academic award or prize, reviewers would find it helpful to know not only the name of the award (which may be specific to your law school) but also the basis for the award, the relevant dates, etc.

Submit only one application: If you make an error prior to the application deadline, you may withdraw your application, make desired changes, then resubmit. If you submit more than one active application, Justice will only consider one.

Take your time: You do not have to complete the application in one sitting. Prior to certifying and submitting your application, you may update or change information provided you save your changes on the application using the "save and continue" button at the bottom of each screen of the application. Review your application prior to submission. If, after submission but prior to the application deadline, you want to make a change, you must withdraw your application, make any desired changes, then resubmit the revised application prior to the deadline.

Don't wait until the last minute: We strongly recommend that you avoid submitting your application just prior to the deadline for your geographic location (11:59 p.m. Eastern; 10:59 Central; 9:59 Mountain; 8:59 Pacific). Increased volume associated with the approaching deadline can adversely impact your ability to timely submit and for your application to be timely received. The application shuts down automatically at 11:59 Eastern, September 8, 2021 and DOJ does not accept late applications.

Avoid hopping from screen to screen: We strongly recommend that you complete each screen on the application in the order it is presented. Some screens will prompt you to add information or respond to a question. If you skip past that screen, it is easy to overlook the additional information/question or forget to return and complete it.

Save your information: Always click the "save and continue" button at the bottom of each screen of the application. Some questions on the screen require a response and you will not be permitted to save your information or continue to the next screen if you do not answer a required question.

Document Veterans' preference: If you claim veterans' preference, attach documentation associated with your veterans' preference eligibility when prompted.

Do not attach unrequested materials: Justice will not review unrequested materials, such as resumes.

Print and proofread: You may print a blank application, a partially completed application, or your completed application. Review your application prior to submission. Make sure it is accurate (especially the date of law school graduation and other relevant dates) and free of typos or grammatical errors. Substantive changes cannot be made to the application once it has been certified and submitted unless, prior to the deadline, you withdraw it for correction and resubmit.

Receive E-mail confirmation: After submitting your application you will receive an email acknowledging receipt. If you do not receive a confirmation email, then log onto your account and check your status online. If your online status does not indicate that your application has been submitted, check your application to confirm you properly submitted it. If you are unable to confirm submission, please contact Avue Digital Services using the "Live Chat" or "Concierge Service" links on the top and right of the application screen for assistance.

Applications for Honors Program and Summer Law Intern Program positions in 2023 will open on July 31, 2022.

The submission deadline is Tuesday, September 6, 2022 at 11:59 p.m. EST (10:59 p.m. Central; 9:59 p.m. Mountain; 8:59 p.m.

Pacific).

Posting Date: August 1, 2022

Expiration Date: September 6, 2022

Contact: Deana Willis

950 Pennsylvania Avenue, NW Washington, District of Columbia 20530-0001 United States

Resume Receipt: Other (see below)

How to Apply: • HP: <https://www.justice.gov/legal-careers/entry-level-attorneys>

• Application Tips: <https://www.justice.gov/legal-careers/application-tips-and-checklist>.

ID: 9839

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

Posting Date: August 1, 2022

Expiration Date: August 31, 2022

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

Resume Receipt: Online

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9792

Staff Attorney

Louisville-Jefferson County Public Defender Corporation (Louisville, KY)

Job Type: Full-time**Job Location(s):** Louisville, Kentucky United States**Job Description:**

The Louisville-Jefferson County Public Defender Corporation offers you the opportunity to be a litigator at an established and recognized public defender office. We are now accepting applications for entry level staff attorney positions from: recent law school graduates who have taken or will be taking the bar exam; licensed attorneys; and 3rd year law school students who will be graduating in December 2022 or May 2023.

The Louisville-Jefferson County Public Defender Corporation is a non-profit organization rendering legal services in the largest jurisdiction in the state of Kentucky to indigent adults and juveniles accused of crimes and status offenses, and to those who are subjected to involuntary hospitalization due to mental illness. The office functions as a full-service law firm providing defense representation in all state courts at every level, as well as appellate and post-conviction advocacy in the state courts.

The office operates a mixed caseload/vertical representation system in accordance with the ABA Standards for Criminal Justice (both Providing Defense Services and Defense Function), as well as the ABA's Ten Principles of a Public Defense Delivery System. As such, individual clients are represented by the same attorney throughout all stages of the proceedings from appointment until final disposition of the case.

Staff attorneys at the Louisville-Jefferson County Public Defender's office must be members in good standing of the Kentucky Bar Association (see Supreme Court Rule (SCR) 2.010). This may be accomplished by applying for admission in a timely manner (see SCR 2.022) and taking and passing the Kentucky Bar Examination, which is offered twice a year in February and July. If you are a licensed attorney in another state and a member in good standing of that state's bar, it may also be accomplished by seeking reciprocal admission pursuant to SCR 2.110 or by filing an application for a limited certificate of admission to practice law in an organized public defender program (see SCR 2.112). Law school graduates may be eligible for use of the Supervised Practice Rule (SCR 2.116). Admission can also be obtained by transferred Uniform Bar Examination (UBE) score pursuant to SCR 2.090. The various alternate types of admission can be found at the website for the Kentucky Office of Bar Admissions: https://www.kyoba.org/Views/public/Content.aspx?page_id=215

Successful applicants will possess a background in criminal law and trial practice and/or equivalent law school courses or clinics. Applicants should also demonstrate strong advocacy and writing skills.

Posting Date: August 1, 2022**Expiration Date:** August 31, 2022

Contact: Deputy Chief Public Defender Beth McMahon
Deputy Chief Public Defender
719 West Jefferson St. Louisville, Kentucky 40202 United States

Resume Receipt: Email Resume, Online**Default email address for resumes:** bcmahon@metrodefender.org**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample, Other Documents**Additional Documents Notes:** References**Visual ID:** 9798

Associate Legal Counsel

Office of the Illinois Senate President

Position Type: Full-time

Practice Area(s): All Practice Areas

Job Location(s): Springfield, Illinois (United States)

Description:

Associate Legal Counsel – Office of the Illinois Senate President and the Senate Democratic Caucus: This public interest law job is a great opportunity to apply your legal skills to public policy and public service.

Position and Minimum Qualifications:

The Office of the Senate President and the Senate Democratic Caucus are seeking highly motivated attorney for a full-time Associate Legal Counsel position. The position is open to applicants that are licensed to practice law in Illinois with previous legislative or comparable experience. Those who lack previous legislative or comparable experience or are awaiting Illinois Bar results are encouraged to apply for the Assistant Legal Counsel Position. Applicants must be available to start in Fall or Winter of 2022 and will work in Springfield.

Summary of Duties and Responsibilities:

As a part of the legal team, attorneys in this position work with the members of the Senate Democratic Caucus, policy stakeholders and staff in other departments under the Office of the Senate President. Attorneys are assigned to several Senate committees and are responsible for conducting policy and legal research, drafting legislation, analyzing legislation, monitoring parliamentary proceedings, drafting legal memoranda, and advising Senate members in negotiations and committee and floor debates. Successful candidates must be able to work well in a fast-paced environment and must possess excellent writing skills, outstanding communication skills, and the ability to exercise independent judgment. This position is a great opportunity to gain invaluable insight into the legislative process, gain skills in legal research and negotiation, and play an integral part in state policymaking on a variety of topics.

Salary: Commensurate with qualifications and experience, salaries start at \$70,000 per year. Includes state health care and pension benefits.

Application and Interview:

Applications will be accepted and interviews conducted on a rolling basis. Applicants should send a cover letter, resume, two professional references, and a short writing sample to the address below by **4 p.m. (CST) on September 16, 2022** via mail or e-mail. Please use the title "Associate Counsel Position" in all correspondence. Interviews will be conducted virtually at a time to be determined by the parties.

To ensure full consideration, please send your application packet to:

Giovanni R. Randazzo

Senate Parliamentarian

Chief Legal Counsel

Illinois State Senate

Office of the Senate President

Senate Democratic Caucus

Room 703H William G. Stratton Building

401 S. Spring Street
Springfield, IL 62704

OR

Via email: sgorman@senatedem.ilga.gov

About the Office of the Senate President:

The Senate President, Senator Don Harmon, is the presiding officer of the 59-member Illinois Senate and the leader of the Senate Democratic Caucus. The Senate President shares primary responsibility for legislative procedures and operations. The

Office assists in formation, passage and implementation of legislative policy initiatives. The Senate Democratic Caucus is one of the largest supermajorities in the country with 41 members representing all parts of the State.

The Office of the Senate President is an equal opportunity employer. Applications are evaluated on the basis of job qualifications and not race, sex, color, disability, national origin, religion, creed, age, marital status, sexual orientation, citizenship or authorized alien status, or veteran status. Information about the Illinois Senate Democratic Caucus can be found at the following website: www.illinoisenatedemocrats.com/. If you have any questions, please feel free to call (217) 782-2156 or email sgorman@senatedem.ilga.gov

Posting Date: July 31, 2022

Expiration Date: September 16, 2022

Contact: Giovanni R. Randazzo
Senate Parliamentarian & Chief Legal Counsel
Room 703H, William G. Stratton Bldg., 401 S. Spring St. Springfield, Illinois 62704 United States

Resume Receipt: E-mail, Other (see below)

Default email for resumes.: sgorman@senatedem.ilga.gov

How to Apply: To ensure full consideration, please send your application packet to:

Giovanni R. Randazzo
Senate Parliamentarian
Chief Legal Counsel
Illinois State Senate
Office of the Senate President
Senate Democratic Caucus
Room 703H William G. Stratton Building
401 S. Spring Street
Springfield, IL 62704

OR
Via email: sgorman@senatedem.ilga.gov

Additional Documents: Cover Letter, Writing Sample, Other Documents

Requested Document Notes: Applicants should send a cover letter, resume, two professional references, and a short writing sample.

ID: 9826

BANKRUPTCY ATTORNEY

Cole Schotz PC

Job Type: Full-time

Job Location(s):

Wilmington, Delaware United States

Hackensack, New Jersey United States

New York, New York United States

Job Description:

COLE SCHOTZ P.C.

BANKRUPTCY ATTORNEY- DELAWARE, NEW JERSEY OR NEW YORK OFFICES:

Seeking a bankruptcy attorney with 2+ years of experience to join our Delaware, New Jersey or New York offices and be part of a team working on matters in New Jersey, New York, Delaware, Maryland, Texas and Florida. We seek a motivated individual devoted to meeting the highest standards of excellence and serving clients, and who wants to be part of an established and dynamic office and firm. 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 and excellent oral and written communication skills are required. Litigation experience is a plus.

We offer an excellent compensation package and 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

genlert@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

Posting Date: July 31, 2022

Expiration Date: September 4, 2022

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

Resume Receipt: Online

Visual ID: 9823

Public Defender 5 (Felony Division) - Albuquerque, NM

New Mexico Law Offices of the Public Defender

Job Type: Full-time

Job Location(s): Albuquerque, 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.

For more information on living in Albuquerque, click [here](#).

Provide professional legal services representing juvenile and adult indigent clients, handle highly complex appeals or serve as lead counsel for serious violent felony or appeals and other highly complex litigation cases.

Essential Functions

Public Defender 5:

- Positions at this level handle all levels of criminal cases and legal matters including the most complex felonies, including high profile cases, such as capital cases.
- Can act with independence with little guidance.
- Has acquired sufficient knowledge and experience to handle an appellate caseload.
- Has knowledge and experience to prepare appellate briefs and argue cases before the Court of Appeals and for Supreme Court.
- Incumbents in positions at this level are recognized as an expert in one or more areas of criminal law.
- Positions at this level may also provide supervision from a lead work perspective to attorneys at lower levels and conduct in-house training for attorneys.
- Works independently and is able to recognize and resolve complex issues related to the caseload.
- Provide input to the performance review and development of attorneys at lower levels.
- Provides key input into the development of policies and procedures for the assigned organization unit and/or program.
- Trains, coordinates and advises less experienced public defender attorneys to include co-counseling.
- Conducts legal research/analysis of laws, precedents, legal issues, procedural rules, in preparation of cases.
- Reviews and investigates client cases to determine legal position and propose legal strategy.
- Prepares for litigation and appeal through initiation of legal documents, review of case information, obtaining evidence, conducting interviews, preparation of witnesses to testify.
- Researches changes in laws, legislation, rules court decisions, case precedents, to determine/ anticipate legal problems and propose resolutions.
- Drafts/reviews, proposes and prepares reports, memoranda in opposition, briefs, legal documents, motions, correspondence, and appeals for clients.
- Counsels and advises clients on cases such as pleadings, arraignments, trials, appeals.
- Represents the client in legal matters, such as motions, hearings, litigation and appeals.
- Explains, interprets and keeps client informed on changes in law, court decisions, legal issues and problems.
- Attends seminars, training classes and reviews current professional literature to maintain and develop professional skill and knowledge.
- Conducts plea bargaining with District Attorneys and other parties to establish agreements to resolve cases.
- Follows through on case by ensuring client release, client payments.
- Performs related work as required.
- Depending on location: may assist with (CLIP) program or coordinate volunteer/intern/extern programs.

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

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

Minimum Qualifications

Current license as an attorney issued by the New Mexico Supreme Court or eligible for limited license issued by New Mexico Supreme Court and four (4) years of criminal law 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.

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](#).

Posting Date: July 31, 2022

Expiration Date: September 6, 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/lopdnm>

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9521

Assistant Public Defender

Public Defender Corporation for the 9th Judicial Circuit (Princeton, WV)

Position Type: Full-time

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

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

Description:

Position: Assistant Public Defender

Description: The Public Defender Corporation for the 9th Judicial Circuit in West Virginia has an immediate opening for the position of full-time Assistant Public Defender. Assistant Public Defenders represent indigent clients in abuse & neglect, felony and misdemeanor criminal cases, juvenile cases and other trial proceedings. Applicants must be licensed to practice law in West Virginia and be in good standing with the State Bar. Benefits include paid leave and holidays, PEIA State health insurance, life insurance, and participation in the WV Public Employee Retirement System.

How to apply: Applicants may send resume, cover letter and references to Tracy Burks, 1460 E. Main Street, Box 4, Princeton WV 24740 or email to defender@pdc9.org.

Posting Date: July 29, 2022

Expiration Date: August 29, 2022

Contact: Cynthia M. Dunn

Office Manager

1460 East Main Street, Box 4 Law Building, 3rd Floor Princeton, West Virginia 24740 United States

Resume Receipt: E-mail

Default email for resumes.: defender@pdc9.org

Additional Documents: Cover Letter, Other Documents

Requested Document Notes: Applicants may send resume, cover letter and references to Tracy Burks, 1460 E. Main Street, Box 4, Princeton WV 24740 or email to defender@pdc9.org.

ID: 9821

Associate Attorney

Byrd & Byrd, LLC (Bowie, MD)

Job Type: Full-time

Job Location(s): Bowie, Maryland United States

Job Description: Mid-sized general practice firm in Bowie seeks attorney to join its civil litigation and estate planning practice. Must be licensed in Maryland and eligible for DC. Qualified candidates will be able to communicate effectively with strong research and writing skills, have the ability to handle multiple priorities and deadlines and be willing to develop expertise in practice areas. Newly admitted attorneys welcome to apply as we are willing to train the right individual.

Posting Date: July 29, 2022

Expiration Date: September 4, 2022

Contact: Patricia Cleary
Attorney
14300 Gallant Fox Lane Bowie, Maryland 20715 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: pcleary@byrdandbyrd.com

Visual ID: 9817

Document Reviewer

Consilio

Position Type: Part-time

Practice Area(s): Litigation

Geographic Preference: Charleston

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

Description:

Consilio is seeking document reviewers to help in different locations around West Virginia Please see details and apply if qualified. This is a Temporary position.

Details

- Expected Start: Aug. 2nd 2022
- Expected duration: 1-2 weeks
- Pay: \$26-30 an hour
- Location: various locations in West Virginia (near Charleston/Huntington in the SW Corner or near Morgantown)
- Hours: 8-10 hours a day at each location
- Travel Per diem offered as well as Mileage reimbursement (62.5 cents a mile)

Requirements:

Candidate must have vehicle to travel to each client location

Covid Vaccination required unless candidate has a religious, medical, or personal exemption

Candidates must be any of the following:

- Paralegal
- Legal Assistant
- Licensed attorney or
- Candidate with Juris Doctorate degree but no Bar license

Job Description:

The qualified candidates will go to various client locations and document paper records for digital upload. This will include traveling to locations and identifying relevant hard copies of old prescriptions within boxes of prescriptions, reviewing, logging, and making copies.

If interested in this position, please apply and a recruiter will reach out for an interview.

Posting Date: July 29, 2022

Expiration Date: August 2, 2022

Salary Range: Not Applicable

Contact: Mrs Megan E. Lopez
Solutions Fulfillment Manager
Arizona 85339 United States
<https://www.consilio.com>

Resume Receipt: E-mail

Default email for resumes.: megan.lopez@consilio.com

ID: 9820

Honors Attorney (TERM APPT NTE 2 YRS)

U.S. Department of Transportation Honors Attorney Program (Washington, DC)

Position Type: Full-time

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

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

Description:

Summary

The Department's Honors Attorney Program offers new law graduates and recent law graduates completing judicial clerkships or fellowships a unique opportunity to gain an in-depth understanding of the Department's diverse law practice.

This job is open to

The public

U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Clarification from the agency

Applications will be accepted from any U.S. Citizen. This position is in the Excepted Service. For information on the Excepted Service, please visit: Excepted Service Appointing Authorities@ <https://www.opm.gov/policy-data-oversight/hiring-information/excepted-service/>

Duties

As an Honors Attorney, you will:

Provide legal advice and policy counsel to DOT leadership on complex areas of law affecting DOT's duties and responsibilities, both in writing and orally.

Conduct legal research and analyses on sensitive matters.

Provide training on a variety of laws and policies affecting DOT personnel.

Engage with other Federal agencies, congressional committees, the courts, and other transportation stakeholders.

IDEAL CANDIDATE: Honors Attorneys work under the close supervision of experienced attorneys. The ideal candidate is a highly motivated, self-reliant and skilled individual willing to work in a challenging and fast-paced environment with experienced professionals committed to delivering the world's leading transportation system, serving the American people and economy through the safe, efficient, sustainable, and equitable movement of people and goods. The ideal candidate exercises initiative and must be creative in coping with exceptionally difficult and novel legal and policy matters.

PLEASE NOTE: Upon successful completion of the program, depending on the agency's needs, you may be converted without a break in service to a permanent appointment in the excepted service. The position may have a career ladder target up to the GS-15 grade level depending on the office the candidate is selected to work in. There is no guarantee of a permanent position following this program.

Requirements

Conditions of Employment

You must be a U.S. Citizen and eligible for consideration.

Submit application and resume by 11:59 PM EST on the closing date.

This is an Excepted Service position.

Required documents must be submitted by the closing date.

You must be willing to relocate to the Washington, DC area.

CONDITIONS OF EMPLOYMENT:

SELECTIVE SERVICE: Males born after 12/31/59 must be registered for Selective Service.

TRIAL PERIOD: This is an Excepted Service position. This job will be filled by an alternative hiring process and is not in the competitive service. Applicants selected for an excepted service position may be subject to a two-year trial period.

ETHICS/CONFLICT OF INTEREST STATEMENT: All employees are subject to the Standards of Ethical Conduct for Employees of the Executive Branch, set out in Title 5 of the Code of Federal Regulations, section 2635, including restrictions on owning financial interests that may conflict with performance of their duties. Some employees, like those involved in contracting or regulating non-Federal entities, are subject to Executive Branch Financial Disclosure requirements set out in Title 5 of the Code of Federal Regulations, section 263.

Qualifications

To qualify, your experience should include experience and education equal or equivalent to the following:

GRADE 11- You must be a graduate of an accredited law school with a LL.B., J.D., or equivalent, and must currently be a member in good standing of the bar of a State or Territory of the United States or the District of Columbia.

A law school GPA of at least 3.0 for schools on a 4.0 scale.

GRADE 12 - You must be a graduate of an accredited law school with a LL.B., J.D., or equivalent AND posses at least one (1) year of professional legal work experience OR a second professional law degree (LL.M.) which requires one full year of graduate study. Be an active member in good standing of the bar in a state or territory of the United States or the District of Columbia or Commonwealth of Puerto Rico.

A law school GPA of at least 3.0 for schools on a 4.0 scale.

KNOWLEDGE, SKILLS AND ABILITIES (KSAs): Your qualifications will be evaluated on the basis of your level of knowledge, skills, abilities and/or competencies in the following areas:

Technical - Uses knowledge that is acquired through formal training or extensive on-the job experience to perform one's job: works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Communication - expresses information (for example, ideas or facts) to individuals or groups effectively, taking into account the audience and nature of the information (for example, technical sensitive controversial); makes clear and convincing oral presentations; listens to others, attends to nonverbal cues, and responds appropriately.

NOTE: If you are not yet admitted to the bar of a State, the District of Columbia, a U.S. territory, or the Commonwealth of Puerto Rico, to qualify on Education, you must possess a professional law degree (LL.B. or J.D.). An applicant who has not been admitted to a state bar may be selected for a Law Clerk, GS-0904-11 position. Appointment as a Law Clerk is limited to 14 months, during which time appointee must be admitted in good standing to the bar of a court of general jurisdiction of a state, territory or possession of the United States. Upon admission to the bar, the position will be converted to a permanent appointment as an Attorney Advisor.

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

For additional information about applying to Federal positions, please click on the following link: <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-policies/#url=e4>

All applicants must meet all qualification requirements by the closing date of this announcement.

Education

MANDATORY EDUCATION REQUIREMENTS:

In order to qualify for this position, candidates must have successfully completed a full course of study in a school of law accredited by the American Bar Association (ABA) and have a professional law degree, and must currently be a member in good standing of the bar of a State or Territory of the United States or the District of Columbia.

NOTE: If you are not yet admitted to the bar of a State, the District of Columbia, a U.S. territory, or the Commonwealth of Puerto Rico, you must provide information in your cover letter indicating your current status (e.g., waiting for results from a bar examination, passed the bar examination but waiting for subsequent admittance to the bar, etc.). Although the agency may consider your application without current active bar membership, you must be an active member of a bar before the agency can make an offer of employment as an Attorney Advisor.

Additional information

This is an Excepted Service appointment. You will be on a trial period throughout your entire two-year program. If selected, you will be required to complete a Declaration for Federal Employment (OF-306) to determine your suitability for Federal employments and to authorize a background investigation.

PLEASE NOTE: This is a Bargaining unit position represented by AFGE Local 3313, 1137.

TELEWORK: Managers may exercise discretion to allow a limited amount of regular or task-based telework for this position.

COVID VACCINATION: If selected, you will be required to provide information regarding your COVID-19 vaccination status for the purposes of implementing workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

This announcement may be used to fill additional positions if similar vacancies occur within 90 days of the issue date of the referral certificate.

Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. Opens in a new window [Learn more about federal benefits.](#)

Review our benefits

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

How You Will Be Evaluated

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

DESCRIBING YOUR EXPERIENCE: PLEASE BE CLEAR AND SPECIFIC. WE WILL NOT MAKE ASSUMPTIONS REGARDING YOUR EXPERIENCE. Please ensure that your resume contains specific information such as position titles, beginning and ending dates of employment for each position, average number of hours worked per week, and if the position is/was in the Federal government, you should provide the position series and grade level

For this announcement, all applicants will be reviewed to determine if they meet the basic qualifications for this position, specifically the educational and specialized experience requirements.

All applications will be referred for direct consideration by the hiring office. Review of applications and hiring decisions by the selecting official may occur on a running basis prior to the closing date of this announcement.

You may preview questions for this vacancy.

Required Documents

ALL Applicants must provide a resume that fully supports the required specialized experience.

The following is a list of documents that are only required based on the type of position. Please review each of the following sections to determine which documents you need to provide with your application.

RESUME - Please provide a formatted resume. Your resume must show relevant experience, education and fully support the required specialized experience.

PROOF OF BAR MEMBERSHIP.

TRANSCRIPTS - Transcripts are REQUIRED as there is a stated education requirement for the series. The transcripts need not be official, but must show that you meet the stated education requirements, including specific major or class requirements.

WRITING SAMPLE: If selected for an interview, a writing sample may be requested.

VETERANS: Department of Transportation attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Transportation considers veterans' preference eligibility as a positive factor in the attorney hiring process. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with supporting documentation, e.g., SF15, DD214, Certificate of Release or Discharge from Active Duty, or other supporting documentation.

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

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

How to Apply

You must submit a complete application package (including the required documents specified below) no later than 11:59 PM Eastern Time on the closing date of the announcement by email to honors.attorney@dot.gov with the subject line "<First Name> <Last Name>, <Law School>"

If you are having difficulty submitting your application, please contact us via email at honors.attorney@dot.gov.

Agency contact information

Automated Staffing Office

Phone

000-000-0000

Fax

000-000-0000

Email

honors.attorney@dot.gov

Address

DOT, OFFICE OF THE SECRETARY
Submit Application and Documents Online
1200 New Jersey Ave SE / HAHR - 50
Washington, District of Columbia 20590
United States
[Learn more about this agency](#)
[Next steps](#)

You will be contacted directly if you are selected for an interview. Due to the large quantity of applications expected for these positions, we are unable to contact and provide status information to applicants that are not selected for an interview.

Posting Date: July 29, 2022

Expiration Date: August 15, 2022

Contact: Mr Kirk Foster
Regional Recruiting Manager
1200 New Jersey Avenue S.E., Room W63-321 Washington, District of Columbia 20590 United States
<http://www.dot.gov/mission/administrations/general-counsel/honors-attorney-program>

Resume Receipt: Other (see below)

How to Apply: <https://www.usajobs.gov/job/665759500>

ID: 9822

Litigation Associate

Sessions, Israel & Shartle, LLC

Job Type: Full-time

Job Location(s):

Metairie, Louisiana United States

New Orleans, Louisiana United States

Job Description:

Sessions, Israel & Shartle seeks an attorney to join its commercial litigation/consumer defense practice. The primary responsibilities will be defending consumer law matters in federal and state courts throughout the United States. Having insurance coverage experience would be helpful. Candidates must be independent, highly motivated with strong academics and excellent research and writing abilities.

Three years+ of consumer defense or commercial litigation experience is preferred, but not required; top 1/3 of law school class required; law review and/or moot court preferred. Must be technologically savvy, have advanced proficiency with Microsoft Office products, and be comfortable in a paperless environment. An excellent communicator, with the ability to adapt, and prioritize a large caseload is the preferred candidate. Interested candidates should submit a resume, transcript, and a writing sample for consideration to resumes@sessions.legal. Competitive salary commensurate with experience and a full benefit package including health insurance, unlimited vacation, and a 401K.

About Sessions, Israel & Shartle

The Firm has 35 attorneys and our largest practice areas include: consumer law (defense); employment (defense); commercial litigation; corporate and business transactions; and bankruptcy. While the consumer defense practice is headquartered in Metairie (metro-New Orleans), the Firm also has offices in Atlanta, Chicago, Colorado, Dallas, New Jersey, New York, Philadelphia, San Diego, and Tampa. Our consumer defense, employment and corporate and business transactions practice groups service clients throughout the nation.

For more information please visit www.sessions.legal.

Three years+ of consumer defense experience is preferred, but not required
Top 1/3 of law school class required
Law review and/or moot court preferred
Must be technologically savvy, have advanced proficiency with Microsoft Office products
Comfortable in a paperless environment
Excellent communicator, with the ability to adapt
Ability to prioritize a large caseload

Posting Date: July 29, 2022

Expiration Date: September 4, 2022

Contact: Lori Schmitt

Executive Director

3850 North Causeway Boulevard Metairie, Louisiana 70002 United States

Resume Receipt: Other (see below)

Default email address for resumes: resumes@sessions.legal

How To Apply: resumes@sessions.legal

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9818

2022-2024 TAX ANALYSTS PUBLIC SERVICE FELLOWSHIP

American Bar Association (Chicago, IL)

Position Type: Fellowship**Geographic Preference:** Pacific Northwest (WA, OR, ID)**Job Location(s):** Twin Falls, Idaho (United States)**Description:**

The ABA Tax Section and Tax Analysts (the publisher of Tax Notes) have partnered to launch a new public interest fellowship to start this September. Tax Analysts Public Service Fellows will be funded by Tax Analysts to work for two years practicing public interest tax law. The fellowship is geared toward either those with an LLM in tax or experienced attorneys including those seeking to move into the public interest sector. The inaugural fellow will work at La Posada Tax Clinic in Twin Falls, Idaho. You can learn more about Bob Wunderle, who runs La Posada, and his important work providing a range of tax services to vulnerable populations including farm workers throughout the state of Idaho in this podcast from Tax Notes. Applications are due August 15 – the application and more information are available here. Feel free to reach out to Meg Newman at the ABA Tax Section with questions – megan.newman@americanbar.org.

Posting Date: July 27, 2022**Expiration Date:** August 15, 2022**Contact:** Kristen Winek
321 N Clark Chicago, Illinois 60654-7598 United States**Resume Receipt:** Other (see below)**How to Apply:** <https://www.americanbar.org/content/dam/aba/administrative/taxation/awards/tapsf/tax-analysts-psf-application.pdf>**ID:** 9813

Analyst, Governance Services

Computershare (Wheeling, WV)

Position Type: Full-time

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

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

Description:

Analyst, Governance Services (220003L3)

Job Description

Analyst, Governance Services - (220003L3)

Description

Locations: Canton MA, Louisville KY, Shelton CT, San Francisco CA or North Palm Beach FL

We give you a world of potential

Computershare has a very rare and exciting opportunity for an Analyst, Governance Services.

Computershare (ASX: CPU) is a global market leader in transfer agency and share registration, employee equity plans, mortgage servicing, proxy solicitation and stakeholder communications. We also specialize in corporate trust, bankruptcy, class action and utility administration, and a range of other diversified financial and governance services.

Founded in 1978, Computershare is renowned for its expertise in high integrity data management, high volume transaction processing and reconciliations, payments and stakeholder engagement. Many of the world's leading organizations use us to streamline and maximize the value of relationships with their investors, employees, creditors and customers.

A role you will love

Today's General Counsel, Corporate Secretaries, and legal departments are under mounting pressure to deal with increasing corporate compliance, governance, and reporting requirements, and as a result they are looking for partners who can provide a full suite of governance and company secretarial services. In response to this trend and feedback from our clients, we are growing our team of corporate governance professionals who will provide Computershare clients with a broad range of governance advisory and managed services to expand on and complement our existing Computershare Governance Services (CGS) technology solutions.

Primary Accountabilities

Reporting to the Manager – Governance Services, this new and exciting role will be responsible for leading global managed service engagements for multinational clients.

Project managing implementation of legal entity compliance, governance and restructuring activities around the world.

Acting as the main point of contact for a portfolio of multinational clients and maintaining valued working relationships with key client contacts.

Support business development activities and the on-boarding of new clients.

Working closely with colleagues and third-party service providers across the Governance Services global network, ensuring operating protocols are adhered to and client service standards are consistently maintained.

Managing client engagement scope, fee and billing arrangements, service levels and quality of deliverables.

Support business management and operational matters, including resourcing, global network development, finance and risk management.

Contribute to a variety of global projects, campaigns and initiatives as and when required.

Keep abreast of both internal and external influences to help shape continuous growth and development of the global Governance Services business and service offering.

Develop own professional competencies and skills through proactive personal development.

What will you bring to the role?

4-year BS/BA degree or equivalent experience required

Paralegal certificate from an ABA approved paralegal program or JD degree (preferred)

2 years+ relevant global legal entity management knowledge and experience gained within either professional services or industry (preferred).

Previous client service and account management experience.

Effective networking and communication skills, and the ability to influence and build effective relationships at all levels with clients and colleagues.

Organized with expert project management knowledge and experience.

The role requires attention to detail and evaluative judgment based on best practice and previous experience. The role holder is expected to respond to and resolve problems and possess executive decision-making skills. Effective business, financial and risk management skills and the ability to think/act strategically and commercially while protecting the reputation of the company are critical. The role will require developed communication skills to be able to provide clear verbal and/or written communications in response to client queries utilizing tact and diplomacy when dealing with challenging clients, complaints or sensitive issues.

This role will require travel up to 15% of the time based on business needs.

A company to be proud of

Computershare (ASX:CPU) is a world leader in financial administration with over 14,000 employees across 21 different countries delivering expertise to over 40,000 clients. At Computershare, it's more than just a job, our open and inclusive culture means that we will help you to grow, to move forward and make the most of the world of opportunities we have available. With infinite possibilities, we could take you anywhere.

Rewards designed for you

Employee Share Plan. Set aside salary to purchase shares in our company and you'll increase your investment when you receive a generous company contribution towards additional shares.

Health and Wellbeing. Our health and wellbeing rewards can be tailored to support you and your family.

Save for Your Future. We will support you along your retirement savings journey.

Paid time away from work. Our employees enjoy a competitive paid time off package, including a day each year to volunteer time for a good cause that is important to you.

Employee Discounts. We've partnered with other organisations to offer you extra savings. Enjoy discounts with banks, car manufacturers, on flights, accommodation and days out as well as with many big brand shops.

Extra Rewards. From tuition reimbursement to cash bonus recruitment referral programs, our comprehensive benefits package offers a multitude of options.

A diverse and inclusive place to work

Computershare celebrates the diversity of our people, and we welcome applications from everyone.

We believe that having a culture of inclusion is essential in delivering good results. Attracting, retaining, and developing a diverse workforce where employees feel valued, respected, and empowered allows people to reach their full potential. As a business this diversity helps us to better reflect and understand our customers' needs to allow us to drive better outcomes.

We are happy to accommodate individual needs during your application journey. If you require disability accommodations or adjustments, please email us at TalentAcquisition@computershare.com detailing your requirements and contact information.

Computershare is an equal opportunity employer. Qualified applicants will receive consideration for employment regardless of race, color, religion, sex, sexual orientation, gender identity or expression, national or ethnic origin, age, disability, protected veteran status, or other characteristics protected by applicable law.

Covid-secure

We've kept our business running during the pandemic by moving most of our employees to remote working, and by creating and maintaining a safe environment for those people who need to be in the office. We carefully limit the amount of people at our locations and ensure that those who cannot work remotely are kept safe with proper distancing and protective equipment.

In most circumstances we are currently performing all interviews, assessments, and background checks online to ensure the safety of everyone involved. Should you be successful in securing a role and it can be performed from home, we will arrange for equipment to be sent to you and your onboarding and training will be provided remotely.

Primary Location: United States

Other Locations: United States

Work Locations: Canton - Royall St
250 Royall Street
Canton 02021
Job: Permanent Employee
Job Posting: Jun 23, 2022, 12:23:39 PM
Unposting Date: Aug 12, 2022, 11:59:00 PM

Posting Date: July 27, 2022

Expiration Date: August 12, 2022

Contact: Christine L Tisone
Talent Acquisition Partner
United States

Resume Receipt: Other (see below)

How to Apply: <https://cpu.taleo.net/careersection/ex/jobdetail.ftl?job=220003L3&lang=en#.YtgKg00-Z6w.mailto>

ID: 9812

Associate Dean of Career Development

Case Western Reserve University

Position Type: Full-time

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

Job Location(s): Cleveland, Ohio (United States)

Description:

Associate Dean of Career Development
Case Western Reserve University School of Law

We would like to invite you to visit our careers site to complete your application.

DIRECTIONS:

1. Select the link to access our careers site.
2. Sign In to access your account or if you are not an existing user select the New User link to create one.
3. Review the job description and select the Apply button to begin your application.

https://employment.case.edu/psp/ERECRUIT/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=1&JobOpeningId=10348&PostingSeq=1

If you are a current employee of our organization please use the following link instead:

https://hcm.case.edu/psp/P92HCWR/EMPLOYEE/HRMS/c/HRS_HRAM_EMP_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_JBPST_FL&Action=U&SiteId=1&FOCUS=Employee&JobOpeningId=10348&PostingSeq=1

Internal Number: 10348

Posting Date: July 27, 2022

Expiration Date: August 27, 2022

Contact: N/A
Cleveland, Ohio United States

Resume Receipt: Other (see below)

How to Apply: https://employment.case.edu/psc/ERECRUIT/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=1&JobOpeningId=10348&PostingSeq=1

ID: 9814

Associate Governmental Program Analyst

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s):

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

Job Description:

This is a continuous and year-long posting in the Employment Team 1 unit with the following quarterly cutoffs:

- **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.

The incumbent performs a variety of tasks under the general supervision of the Staff Services Manager I (SSM 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 employment and 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.

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.

Posting Date: July 27, 2022

Expiration Date: September 2, 2022

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

Resume Receipt: Other (see below)

How To Apply: Please use the link below to apply for the vacancy.
<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=319462>

Visual ID: 9815

Labor Relations Analyst

Loudoun County Health and Human Services (Leesburg, VA)

Position Type: Full-time**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)**Job Location(s):** Loudoun County, Virginia (United States)**Description:**LABOR RELATIONS ANALYST
Recruitment #22-126-3733Date Opened
3/23/2022 08:00:00 AM
Closing Date
Open until filled
Salary Range
\$64,695.81-\$113,217.66
Department
HUMAN RESOURCES
Job Type
Open and Competitive
Full/Part-Time
Full-TimeBenefits
Full Benefits
Reg/Temp
Regular**Introduction**

Are you a seasoned Human Resources professional with a strong background in labor relations? Do you have a passion for public service? If you can check these boxes, then consider a position with Loudoun County Government's Department of Human Resources (DHR) as the next step in your career. The Department of Human Resources is seeking qualified HR professionals in the field of Labor Relations.

Job Description

The Labor Relations Analysts are strategic partners that will work with County Human Resources Leadership and County departments to identify solutions and recommend practical courses of action in addressing labor relations issues and assist in collective bargaining negotiations. The Labor Relations Analyst provides expert-level advice and guidance to management and employees covered by the County's collective bargaining ordinance (CBO) to ensure compliance, mitigate risk, and minimize liability. Two Labor Relations Analysts will be hired, and they will collaborate with and advise management to develop strategies, accomplish business objectives, implement initiatives, and resolve complex issues in compliance with applicable labor relations policies, regulations and collective bargaining agreements (CBAs). The selected candidates will assist the County's collective bargaining negotiation team. These positions will report to the Labor Relations Manager. Both positions require an expert level knowledge of all HR policies or procedures and a strong understanding of legal and regulatory requirements governing collective bargaining.

Knowledge, Skills, and Abilities:

- Expert knowledge of all County HR policies and procedures and collective bargaining provisions and industry accepted HR best practices governing the work of the HR Department.

- Expert knowledge of assigned functional area: Labor Relations, and Employee Relations.

- Knowledge of applicable federal, state, and local employment and labor laws governing the work of the HR Department.

- Knowledge of labor relations principles and practices and comprehensive knowledge of the collective bargaining ordinance (CBO) and labor agreements.

- Ability to interpret and explain policies and provisions of CBAs to members of management and employees covered by the collective bargaining ordinance (CBO) of Loudoun County.

- Ability to review, audit, and analyze data for legal and policy compliance.

- Ability to interpret and apply labor and employment laws and regulations to various employment scenarios and to advise management accordingly.

- Ability to use and understand automated systems and equipment for assigned duties.
- Ability to maintain confidentiality of personnel and collective bargaining records.
- Ability to multi-task and meet deadlines.
- Ability to pay strong attention to detail.
- Ability to communicate effectively, both verbally and in writing.

Loudoun County offers a competitive salary and benefits package to include health, dental, VRS (retirement), annual, personal, and sick leave. [CLICK HERE FOR COUNTY BENEFITS](#)

Hiring Range: Commensurate with experience.

Job Requirements

Bachelor's degree in Human Resources or related field; 3 years of related work experience; or equivalent combination of education and experience.

PHR, SPHR, SHRM-CP, SHRM-SCP, CLRP preferred. Successful candidates for the Labor Relations Analyst will be required to be a Certified Mediator through the Judicial Council of Virginia within 2 years of employment. Demonstrated knowledge of the theories, principles, and practices of labor relations and collective bargaining. Strong oral and written communication, policy development, problem solving, and decision-making skills. Strong data analysis and reporting skills. Strong knowledge of Human Resources policies and procedures, interpretation, and law such as grievance handling and alternative dispute resolution. These positions have the FLSA designation as exempt and may be required to work beyond the normal workweek. Some travel may be required.

Post Conditional Offer Contingencies

Employment is contingent upon successful completion of a credit and criminal background check.

Posting Date: July 27, 2022

Expiration Date: August 27, 2022

Contact: Human Resources
P.O. Box 7400 Leesburg, Virginia 20177 United States

Resume Receipt: Other (see below)

How to Apply: <https://www.jobapscloud.com/LDN/sup/bulpreview.asp?R1=22&R2=126&R3=3733>

ID: 9808

Seeking Fellowship Applicants

Disability Rights Wisconsin (Madison, WI)

Job Type: Fellowship

Job Location(s):

Milwaukee, Wisconsin United States

Madison, Wisconsin United States

Job Description:

Are you interested in a Skadden or EJW Fellowship?

Would you like the Victim Advocacy Program at Disability Rights Wisconsin to host your application?

In the fall of 2022 will you be a 3L, recent law grad, or judicial clerk?

If so, consider applying for one of these post-graduate fellowships with us as the host organization.

Disability Rights Wisconsin

Disability Rights Wisconsin (DRW), a nonprofit agency founded in 1977, is the state's designated protection and advocacy system for people with disabilities, including people with developmental disabilities, physical and/or sensory disabilities, and people with mental illness. DRW engages in a variety of strategies, including individual case advocacy, training, technical assistance, materials development, coalition building and systems advocacy on both the state and local levels. DRW's mission has been to challenge systems and society to achieve positive changes in the lives of people with disabilities and their families. Our core values are diversity, dignity, independence, accessibility, inclusion, human rights, and liberation.

DRW'S Victim Advocacy Program

The Victim Advocacy Program works to ensure that victim/survivors of crime with disabilities receive the advocacy, legal representation, services, and supports they desire to move forward, find justice, and obtain safety and stability in whatever form the survivor needs. A main goal of the Victim Advocacy Program is to promote self-determination for survivors with disabilities. The Victim Advocacy Program advocates on behalf of survivors with disabilities in many different settings, including representing survivors in legal and administrative proceedings and advocating with service providers, county workers, law enforcement, and prosecutors. Currently, our VAP attorneys are representing survivors in the areas of family law, victim's rights, immigration, special education, and guardianship proceedings.

Fellowship Opportunity:

DRW's Victim Advocacy Program would like to serve as a host organization for an Equal Justice Works or Skadden Fellowship beginning in September 2023 and continuing until August 2025. EJW and Skadden require applicants to design a new project that focuses on advocacy on behalf of disenfranchised individuals, groups, or issues not adequately represented in our legal system.

The ideal candidate has a public interest background, experience in the anti-violence movement, a strong interest in victim's rights, and a demonstrated ability to work with people with disabilities and people of color. We will begin collecting resumes and statements of interest immediately, evaluate and interview on a rolling basis. For priority consideration please submit your materials no later than August 12, 2022. Once we have chosen our candidate, we will work jointly with the candidate to develop the project into a joint proposal to be submitted to EJW or Skadden by the appropriate deadline.

Requirements: Applicants should have the following: • Experience with, or demonstrated commitment to, civil legal services and the anti-violence movement. • Excellent research, writing, and court advocacy skills. • Strong communication and interpersonal skills, as well as the ability to work collaboratively in an interdisciplinary setting. We greatly value oral proficiency in languages other than English. • Personal or professional experience with, or other demonstrated commitment to, our client communities, including people from diverse racial and ethnic backgrounds. Applicants must have the following: • A Wisconsin law license or the ability to become licensed in WI, prior to Sept/Oct 2023 or • At least two years of completed law school credit at an ABA accredited school at the time of application.

Posting Date: July 27, 2022

Expiration Date: September 2, 2022

Contact: Nadya Rosen
Managing Attorney
1502 W Broadway Madison, Wisconsin 53713 United States

Resume Receipt: Other (see below)

How To Apply: Please email your application materials to Nadya Rosen, Managing Attorney, Victim Advocacy Program at nrosen@drwi.org.

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

Visual ID: 9811

Associate Attorney

MISUMI USA, Inc. (IL)

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

MISUMI is a rapidly growing international company whose exceptional commitment to our customers' success is built on the dedication of our employees. We strive to continually strengthen our customers' trust and elevate our reputation in the industry.

With over 20 million products globally and 80 sextillion part configurations for automation, press die, and plastic mold applications, MISUMI is the most comprehensive, user-friendly engineering resource for a variety of industries including automotive, medical equipment, consumer packaging, semiconductor, and more. As both a manufacturer and distributor, MISUMI offers an unmatched, one-stop-shop that meets customer specifications while allowing them to do design work incredibly fast.

As a market innovator, MISUMI continues to transform the component procurement process. We are looking for a talented legal professional with great critical thinking skills and an exceptional work ethic to support and enable that transformation.

As part of our commitment to finding top talent, we will consider applicants who are willing to work a hybrid schedule in our outstanding Schaumburg, Illinois headquarters or another of our Midwest facilities (Dayton, OH; Fraser, MI; Bellaire, MI), or Queretaro, Mexico, or 100% remote applicants in other states.

POSITION DESCRIPTION

We are growing our in-house counsel team, and are seeking an Associate Counsel. You will provide legal support in general corporate and commercial matters that include but are not limited to contract development, negotiations, employment, regulatory and compliance matters. The Associate Counsel will mitigate risk while considering business and operational needs. The successful candidate will be a self-starter who leverages strong critical thinking and sound judgment to work independently as well as collaboratively in a fast-paced, multi-cultural environment.

JOB RESPONSIBILITIES

Advise management on various legal issues relating to company business practice.

Review, draft, and assist in the negotiation of various contracts and agreements, corporate policies, and standard operating procedures.

Assist the General Counsel with regulatory compliance issues.

Review and update confidentiality agreements.

Assist the General Counsel in developing legal training materials.

Provide support to the General Counsel in maintaining executed agreements and other corporate documents.

Additional duties as required.

Travel as required (generally less than 10%).

COMPETENCY REQUIREMENTS

Juris Doctorate is required

Must be a licensed attorney (or have taken the July 2022 Bar Exam) and in good standing to practice law in the United States.

Previous legal experience preferred, but not required.

Exceptional written and verbal communication skills required.

Strong analytic ability with meticulous attention to detail required.

Spanish or Japanese language skills and/or experience living in Japan or working with Japanese companies are a plus.

Bachelor's Degree in a technical field (e.g. Engineering, Information Technology) is a plus but not required.

MISUMI is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, veteran status, disability, marital status, sexual orientation, citizenship status, genetic information, gender identity, or any other protected status under applicable law.

Posting Date: July 26, 2022**Expiration Date:** August 31, 2022**Contact:** Bill Abbott

SVP and General Counsel

1475 E. Woodfield Road Schaumburg, Illinois 60173 United States

Resume Receipt: Other (see below)**How to Apply:** <https://misumiusa.applytojob.com>

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:

COURT OF COMMON PLEAS OF WASHINGTON COUNTY

OFFICE OF COURT ADMINISTRATOR

Patrick R. Grimm,
Esquire

Phone: 724-228-6797

District Court
Administrator

Fax: 724-228-6938

DATE: July 25, 2022

FROM: Patrick R. Grimm, Esquire

District Court Administrator

TO: West Virginia University College of Law

Career Services Department

ATTENTION: Rosalind Lister

RE: Law Clerk

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

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

The 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@washingtoncourts.us

PLEASE POST THIS NOTICE

Posting Date: July 26, 2022
Expiration Date: August 31, 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@washingtoncourts.us
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample
ID: 9805

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:

Staff Attorney - Domestic Violence Helpline

Flexible Location

New Mexico Legal Aid seeks a staff attorney for our domestic violence, sexual assault, and stalking legal helpline.

New Mexico Legal Aid (NMLA) provides civil legal services to low income New Mexicans for a variety of legal issues including domestic violence/family law, consumer protection,

housing, and benefits. NMLA has locations throughout the state.

For this position, the staff attorney would be in charge of NMLA's Domestic Violence, Sexual Assault, and Stalking Legal Helpline.

The staff attorney would be responsible for:

Answering the Domestic Violence, Sexual Assault, and Stalking Legal Helpline.

Conduct intakes for survivors of domestic abuse.

Provide legal advice to callers who are survivors of domestic abuse.

Participate in staff meetings regarding domestic abuse.

Participate in outreach and education events regarding domestic abuse.

Assist in grant reporting.

This position can be housed in a variety of NMLA's state offices and can be decided during the hiring process. NMLA has offices Albuquerque, Santa Fe, Las Cruces, Gallup, Roswell, Silver City, Clovis, Hobbs, Las Vegas, and Taos. The staff attorney may be required to travel for outreach. Work from home options are available during COVID and the office recognizes the importance of COVID safety measures.

Requirements:

Applicants must be a licensed NM attorney, obtain a license in New Mexico through reciprocity, or qualify for a limited license.

Candidates sitting for the next NM bar exam are also welcome to apply.

Show a passion for working with survivors of domestic abuse.

Have excellent written and oral communication skills.

Must be able to multitask and manage a high caseloads.

Have computer skills including shared online workspaces and utilizing video conferencing.

NMLA employees enjoy:

Being unionized.

A great work environment.

Great benefits including generous leave.

Competitive salary.

Applicants will be subject to a background check. Please do not let this deter you from applying. NMLA is committed to a strong workforce and will review records individually to determine whether a particular record will disqualify.

For information about NMLA's generous benefits and what it is like to work at NMLA [click here](#)

Provide a current resume, three references, and a letter of interest explaining what you would like to accomplish if you are selected for this position by [clicking here to apply](#).

Salary: DOE, NMLA is an EEO Employer. Application Deadline: August 5, 2022.

Lisa Sams
Human Resources Administrator
New Mexico Legal Aid, Inc.
505 Marquette NW, Suite 700
87102
P.O. Box 25486
Albuquerque, NM 87125-5486
Direct: 505.551-0342
Fax: 505-551-1093
www.nmlegalaid.org

Posting Date: July 26, 2022
Expiration Date: August 31, 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.: lisas@nmlegalaid.org
ID: 9804

Staff Attorney - Multiple Locations

Ohio State Legal Services Association (Columbus, OH)

Job Type: Full-time

Job Location(s):

Athens, Ohio United States

Portsmouth, Ohio United States

Newark, Ohio United States

Chillicothe, Ohio United States

Job Description:

Southeastern Ohio Legal Services (SEOLS) 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.

SEOLS is actively seeking dedicated, professional Staff Attorneys to provide comprehensive legal services for civil issues in pursuit of SEOLS mission and priorities. Staff Attorneys balance systemic advocacy with practical day-to-day legal representation.

In this role, you will be responsible for providing legal counsel and advice as well as direct representation in the areas of housing, public benefits, tax, domestic, consumer, education, employment and re-entry and collaborating with partner organizations in providing legal assistance to our communities through special projects and grants.

Are You Someone That:

- Is dedicated to improving the lives of low-income individuals in our 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 ranging from intake to the representation of clients before local, state, appellate and federal courts, and all relevant agencies
- 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

You Have:

- Strong legal advocacy skills
- Strong analytical and problem-solving 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.
- These positions report to the Managing Attorney in the respective offices and opportunities are available based in Athens, Chillicothe, Newark, and Portsmouth, Ohio. The role requires some travel throughout the service area.
- Salary begins at \$54,000 DOE. OSLSA offers an excellent comprehensive benefits package, LRAP of up to \$6,000, and ongoing training and development opportunities.

To Apply:

Submit resume, writing sample, references and letter of interest.

In your cover letter, please address the following in order for your application to be considered: OSLSA's clientele is extremely 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 underrepresented communities and historically oppressed groups including People of Color and LGBTQ individuals to apply. Bilingual/bicultural candidates are strongly encouraged to apply.

Posting Date: July 26, 2022

Expiration Date: August 26, 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: <https://recruiting.paylocity.com/recruiting/jobs/Details/1203129/Ohio-State-Legal-Services-Association/Staff-Attorney>

Visual ID: 9780

Assistant Attorney General-Appellate

The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time

Practice Area(s): Appellate

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 / Criminal Appeals. The Office of the West Virginia Attorney General currently is seeking attorneys for its Appellate Division. Responsibilities will include briefing and arguing appeals before the West Virginia Supreme Court of Appeals, the U.S. Court of Appeals for the Fourth Circuit, and other courts in a variety of matters including, but not limited to, direct criminal appeals. Experience with a judicial clerkship and/or two years of appellate practice are preferred. Candidates must also have an active WV law license or be eligible for admission.

To apply, please submit a brief cover letter, your resumé, a list of references, writing sample, and any other information you believe would allow our Office to evaluate your application to the following email address: jobs@wvago.gov with "Appellate Attorney" in the subject line.

Posting Date: July 25, 2022

Expiration Date: November 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: 9794

Fair Employment & Housing Counsel

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s): United States

Job Description: Under the supervision of the Assistant Deputy Director of the Quality Assurance and Reporting Unit, the Fair Employment and Housing (FEH) Counsel conducts legal research and analysis in support of DFEH's responses to request for records under the California Public Records Act (PRA) and also responds to complex and/or large PRA requests on behalf of the department.

Posting Date: July 25, 2022

Expiration Date: August 31, 2022

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

Resume Receipt: Other (see below)

How To Apply: Please use the link below to review the job vacancy and apply online.
<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=318943>

Visual ID: 9793

Family Law Attorney

Marble Law

Job Type: Full-time

Job Location(s):

California United States
Pennsylvania United States
North Carolina United States
Washington, District of Columbia United States
Florida United States
Texas United States
Michigan United States
Arizona United States
New Jersey United States
Ohio United States
Maryland United States
Washington United States
Massachusetts United States
Virginia United States
Illinois United States
Colorado United States
Pennsylvania United States
Georgia United States
New York United States

Job Description:

Who we are

Marble is an untraditional law firm that's redefining how clients and attorneys experience legal care. Our mission is to provide people with equal access to the legal services they need. By combining the best legal partners, technology, and flexible payment plans, we've helped over 7,500 people move forward in their lives. If you love helping clients navigate the legal system, take pride in producing high quality work, and want to change the future of legal care, your place is with us.

About the role

Marble is looking for an experienced, professional, tech-savvy family lawyer. We are a rapidly expanding multistate law firm interested in candidates who are reliable, compassionate individuals looking to grow their practice while making a real impact on people's lives. Customer service is of the utmost importance and we believe that collaboration and communication is key to delivering a great experience for our clients. The ideal candidate must have experience in family law including trial experience, thrive in a fast-paced collaborative environment, and be able to provide our clients with top-quality representation, no matter the challenge they face.

Responsibilities

- Engage in strategy review sessions with our clients to understand the facts and goals to prepare a Case Plan for each client
- Communicate with clients and discuss options, strategies and solutions at key junctures of their case so they

understand their options and make informed decisions

- Prepare Family Law documents/pleadings; such as, petitions, responses, judicial forms, summons, declarations and affidavits (client, third party, attorney), divorce decrees, temporary and final orders, parenting plans, child support orders, child support worksheets, motions, replies, mediation and/or trial briefs/letters, trial preparation, etc.
- Prepare clients for, and attend, hearings and trials
- Communicate with Marble on important case updates

Key skills

- Provide top-quality customer service
- Work independently with a remote support staff
- Comfortable with handling a high volume of cases
- Highly developed organizational ability
- Tech-savvy

Qualifications

- At least three years of experience as a family law attorney
- Licensed to practice in the state of XXX
- Comfortable learning to use case management software (we use Clio)
- Ethical, accountable, professional, and compassionate

Why co-counsel with Marble?

- We take care of administrative tasks like client intake, billing, collections, and more, allowing you to focus on legal work.
- We handle all expenses with a convenient Visa expense card.
- We guarantee payment and pay you even if the client fails to pay Marble.
- You'll know the amount you'll earn from each case, and receive 33% upfront. We will guarantee the remainder upon completion of the case (average 2-3 months / case).
- You get full flexibility and control over your work schedule
- You'll help change lives

Posting Date: July 23, 2022

Expiration Date: August 28, 2022

Contact: Joshua Renfro
Head of Recruiting
6140 Innovation Way, Carlsbad, California 92009 United States

Resume Receipt: Other (see below)

Default email address for resumes: j.renfro@themarbleway.com

How To Apply: https://www.themarbleway.com/attorneys/join-the-team?utm_source=symplicityalumni

Visual ID: 9789

Associate Attorney

Rossettie Rosettie & Martino LLP (Corning, NY)

Job Type: Full-time

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

Job Description: Entry-level associate attorney position in a transactional law firm, heavily focused on real estate transactions (commercial and residential), estates and trusts.

The successful candidate will exhibit:

- commitment to solving client problems creatively
- desire to learn from experts in the profession
- high level work ethic and attention to detail
- facility with concepts around real estate titles, contracts, estates and trusts

Posting Date: July 22, 2022

Expiration Date: August 27, 2022

Contact: Gabriel V. Rossettie
269 West Pulteney Street Corning, New York 14830 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: gabriel@rrmlaw.com

Additional Documents: Cover Letter, Unofficial Transcript

Visual ID: 9787

Associate

Swartz Campbell LLC (Wheeling, WV)

Position Type: Full-time

Practice Area(s): Litigation

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

Description:

Swartz Campbell is an established defense litigation law firm with offices located throughout the Mid-Atlantic region. The firm is seeking a full-time litigation associate to handle civil lawsuits including, but not limited to, motor vehicle, premises, construction, insurance, and products liability. Admission to practice law in West Virginia is required. Candidates who are also admitted to practice law in the Commonwealth of Pennsylvania are preferred.

Swartz Campbell is an Equal Opportunity Employer. AA/M/F/D/V. Our firm offers a competitive salary, excellent benefits package, including health/vision/dental insurance, life insurance, 401K, and an opportunity for professional and personal growth.

Posting Date: July 21, 2022

Expiration Date: August 20, 2022

Contact: Kevin Ward

Resume Receipt: E-mail

Default email for resumes.: kward@swartzcampbell.com

ID: 9783

Bilingual (Spanish) Deportation Defense - Attorney

Salgado & Associates

Job Type: Full-time

Job Location(s):

San Francisco, California United States

Sacramento, California United States

Job Description:

Law firm in San Francisco is searching for a junior associate to represent individuals before the San Francisco Immigration Court. The position requires attending regular Master, Bond and Individual hearings. Must be licensed to practice law in any jurisdiction, California preferred. 1-2 years of removal defense experience is preferred. Must speak Spanish and be willing to handle large caseload of litigation-intensive immigration matters.

Salgado & Associates law firm is committed to attending the needs of our diverse communities. We strive to assist low-income individuals and families with the daunting needs of immigration and naturalization law. At Salgado & Associates we care about our client's success and maintain an intimately sized firm to better suit our client's needs. We understand the impact of high cost legal fees putting a strain on families and individuals, because of this, we offer services on a sliding scale, quoting individuals personally to ensure comprehensive representation and our client's ability to afford quality legal work.

Interested candidates should submit a resume and cover letter addressing specific experiences in immigration and removal proceedings.

- JD degree. Admission in good standing to the bar of any state.
- Two or more years of experience that includes complex removal defense litigation before the federal courts, immigration courts, BIA or immigration agencies.
- Fully bilingual in Spanish and English.
- Excellent legal research, writing, and editing skills.
- Demonstrated commitment to immigrant rights and social justice issues.
- Exceptional organizational and written and oral communication skills.
- Ability to timely respond to and balance high case load and numerous requests for assistance.
- Ability to work in a respectful, non-judgmental manner with impacted individuals (including people who have experienced heavy trauma).
- Ability to work collaboratively, respectfully and supportively in a team.
- Experience and ability to supervise and develop paralegals.
- Strong command of Microsoft Word, CLIO, Excel, Google Suite, Adobe Acrobat, and other standard productivity software.

Posting Date: July 21, 2022

Expiration Date: August 25, 2022

Contact: Mario Salgado

1398 Valencia Street San Francisco, California 94110 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: mario@salgado-law.com

Additional Documents: Cover Letter, Writing Sample

Visual ID: 9774

Charleston Attorney

Legal Aid 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:**

Charleston Attorney

Legal Aid of West Virginia (LAWV) is seeking a skilled motivated attorney to join our Charleston Office. LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave.

As an Attorney in our Charleston office, you will get the opportunity to practice regularly in magistrate, family, and circuit court. The main areas of practice will include housing, family law, unemployment, custody, benefits, and domestic violence. Primarily serving Kanawha and Boone Counties, you will be on the front lines helping clients in a wholistic manner. Service includes in-court representation, legal advice and information, community education, and assistance with filling out forms. We also work closely with several community partners.

The Charleston office serves 7 counties and is the largest office in our firm. This position offers a chance to work with a diverse group of advocates and clients on a variety of social justice and poverty issues. While the main office is in Charleston, outdoor enthusiasts will be delighted to learn that we are just a stone's throw from some of the state's most beautiful landmarks, including the New River Gorge, Kanawha State Forest, and the Hatfield/McCoy Trail. Additionally, the nearby Elk, Kanawha and Coal Rivers offer some of the best kayaking opportunities. Lovers of the arts and culture can spend their days exploring the Clay Center for the Arts and Science and the Capitol Market, and their nights enjoying a great meal at one of our many local restaurants. And if you are looking to get away for a weekend, Charleston is a few hours from Columbus, Ohio, Cleveland, Ohio, Cincinnati, OH, Lexington, KY and Pittsburgh, PA.

If you are passionate about serving others and want to do rewarding work, please send your cover letter and resume to jobs@lawv.net by August 1, 2022. Applications will be considered until the position is filled. LAWV is an organization dedicated to equity, justice and inclusion and our organization culture reflects that by seeking and supporting employees from diverse backgrounds and perspectives. EOE qualified women, people with disabilities, minorities, or members of traditionally underrepresented groups are encouraged to apply.

Posting Date: July 21, 2022**Expiration Date:** August 10, 2022**Contact:** Ms. Kerry LeMasters
Administrative Director

Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States

Resume Receipt: E-mail**Default email for resumes.:** jobs@lawv.net**Additional Documents:** Cover Letter**ID:** 9785

Clarksburg Attorney

Legal Aid of West Virginia

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:**

Clarksburg Attorney

Legal Aid of West Virginia (LAWV) is seeking a skilled motivated attorney to join our Legal Help for Renter's Project in our Clarksburg office. LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave. This is a defined term position which ends on September 30, 2025.

As the Clarksburg MRAP Attorney, you will be a member of the Legal Help for Renter's Project, LAWV's partnership with the WV Housing Development Fund. The goal of this initiative is to provide legal assistance to eligible tenants with their holistic legal needs. This position will provide legal assistance involving barriers to tenants including, eviction defense, habitability, safety at home, and economic stability. This unit will work together to create novel approaches to address tenant issues across West Virginia. The unit will be guided by a Project Supervisor and work in concert with paralegals serving the statewide project.

If you are passionate about serving others and want to do rewarding work, please send your cover letter and resume to jobs@lawv.net by August 1, 2022 Applications will be considered until the positions are filled. LAWV is an organization dedicated to equity, justice and inclusion. Our organization seeks and supports employees from diverse backgrounds and perspectives. LAWV is an EOE: qualified women, people with disabilities, minorities, or members of traditionally underrepresented groups are encouraged to apply.

Posting Date: July 21, 2022**Expiration Date:** August 10, 2022**Contact:** Ms. Kerry LeMasters

Administrative Director

Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States

Resume Receipt: E-mail**Default email for resumes.:** jobs@lawv.net**Additional Documents:** Cover Letter**ID:** 9786

Immigration Law Clinic Fellow

Michigan State University (East Lansing, Michigan)

Position Type: Fellowship

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

Job Location(s): East Lansing, Michigan (United States)

Description:

Job no: 796956
Work type: Faculty/Academic Staff
Major Administrative Unit / College: Michigan State University College Of Law
Department: Juris Doctorate Programs 40001138
Sub Area: FAS- Fac./Acad Staff
Salary: 70000.00
Location: East Lansing
Categories: Administrative/Business/Professional, Advising/Counseling, Fixed Term Academic Staff, Full Time (90-100%), Non-Union, Remote-Friendly

Working/Functional Title
Immigration Law Clinic Fellow

Position Summary
MSU College of Law is accepting applications for a two-year fellowship position in the Immigration Law Clinic. In coordination with Immigration Law Clinic faculty, the Fellow will supervise students in representing clients and in advocacy projects, teach clinic seminar classes, evaluate students, and participate in the general development and functioning of the clinic. In anticipation that the Fellow will pursue opportunities to enter a career in law teaching, the law school will support the Fellow's efforts at scholarly development including research and conference travel support.

Supervision of second- and third-year law students, with the goals of training students to become ethical, effective, and compassionate advocates and of delivering outstanding client representation
Classroom teaching and curriculum development, in collaboration with faculty
Fellows are eligible for Michigan State University's comprehensive benefits package, including medical, dental, paid time off, and tuition benefits.

Equal Employment Opportunity Statement
All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, age, disability or protected veteran status.

Required Degree
Other

Minimum Requirements
Juris Doctor from an ABA accredited law school
Excellent written and oral communication skills
At least three (3) years of practice experience in relevant areas of law, with preference for experience representing noncitizens, strong academic records and writing ability, and a demonstrated commitment to public interest law.
Strong interest in clinical teaching, with a commitment to inclusive teaching methods designed to effectively engage a diverse student population
Membership in a state bar and willingness to petition for admission to the Michigan bar

Desired Qualifications
Teaching, training, or supervision of law students or early-career lawyers
Required Application Materials
Resume
List of at least three (3) references
Statement of interest of no more than two pages addressing (a) why you are interested in the fellowship; (b) what you can contribute to the clinic in which you are interested; (c) your experience with the area(s) of law in which the clinic practices and with public interest/social justice work; (d) your future professional goals; and
(e) anything else you consider pertinent.

Together-we-will Statement

The university is requiring all MSU students, faculty and staff to be vaccinated against COVID-19 with limited exceptions. Learn more at: <https://msu.edu/together-we-will/>
Review of Applications Begins On
07/25/2022

Remote Work Statement

MSU strives to provide a flexible work environment and this position has been designated as remote-friendly. Remote-friendly means some or all of the duties can be performed remotely as mutually agreed upon.

Website

law.msu.edu

Department Statement

MSU Law is a diverse and inclusive learning community with around 700 students, 60 faculty members, 60 staff members, 5 librarians, and 7 legal clinics. We offer nationally ranked programs in Intellectual Property and Trial Advocacy, an acclaimed Indigenous Law and Policy Center, as well as the Animal Legal and Historical Web Center. Faculty members lead the academic dialogue in a wide range of fields, including social justice, innovation, and business and regulatory law.

MSU Statement

Michigan State University has been advancing the common good with uncommon will for more than 160 years. One of the top research universities in the world, MSU pushes the boundaries of discovery and forges enduring partnerships to solve the most pressing global challenges while providing life-changing opportunities to a diverse and inclusive academic community through more than 200 programs of study in 17 degree-granting colleges.

Advertised: Jul 18, 2022 Eastern Daylight Time

Applications close: Jul 18, 2024 Eastern Daylight Time

The fellow will work closely with David Thronson and with Veronica Thronson, veronica.thronson@law.msu.edu, and we are both happy to speak with any prospective applicants.

Posting Date: July 21, 2022

Expiration Date: August 21, 2022

Contact: Mr. David B. Thronson
Professor of Law
610 Abbot Road East Lansing, Michigan 48823-3369 United States

Resume Receipt: Other (see below)

How to Apply: <https://careers.msu.edu/en-us/job/511524/fellowfixed-term>

ID: 9782

Senior FEH Counsel (may consider FEH Counsel)

Department of Fair Employment and Housing

Job Type: Full-time

Job Location(s): United States

Job Description: Under the supervision of the Deputy Director of Executive Programs, the Senior Fair Employment and Housing (FEH) Counsel provides legal advice to the Quality Assurance and Reporting Unit based on careful research and analysis, as well as processes the most complex appeals and Public Records Act (PRA) requests.

Posting Date: July 21, 2022

Expiration Date: August 26, 2022

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

Resume Receipt: Other (see below)

How To Apply: Please use the link below to apply for the position.
<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=318376>

Visual ID: 9779

Staff Attorney

Eighth Circuit Court of Appeals (Office of Staff Attorneys)

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

Position Announcement # SAO2022-01

UNITED STATES COURT OF APPEALS FOR THE EIGHTH CIRCUIT

OFFICE OF STAFF ATTORNEYS

Position: Staff Attorney

This is a full-time, two-year term position located in Saint Louis, Missouri.

Anticipated term start date is August of 2023. Multiple positions may be filled from this job posting.

Salary: Minimum salary is \$67,439

(U.S. Court Personnel System, Classification Level 27, Step 25, with promotion potential)

The successful candidate(s) may be placed at a higher salary level, depending on qualifications and experience.

Opening date: May 16, 2022

Closing date: While applications will be entertained until the position is filled, only those applications received by September 16, 2022 are assured consideration.

Additional information:

This position is located in St. Louis, Missouri. Candidates are being sought on a nationwide basis. The United States Court of Appeals for the Eighth Circuit is an equal opportunity employer.

ABOUT THE OFFICE OF STAFF ATTORNEYS: The Eighth Circuit Office of Staff Attorneys is based in downtown St. Louis, Missouri, the seat of the United States Court of Appeals for the Eighth Circuit. Staff attorneys support the Court as a whole rather than individual judges, assisting the Court in its review of decisions appealed from the district courts in the seven states that make up the Eighth Circuit, and from federal government agencies. The staff attorneys' principal task is the preparation of written legal memoranda to advise the Court in its review of matters that will be decided on written submissions only (without oral argument), including all pro se appeals and certain counseled cases. The types of matters on which staff attorneys work include: direct criminal appeals of convictions and sentences imposed under the Federal Sentencing Guidelines; collateral attacks on criminal convictions, by state and federal prisoners; civil rights actions under 42 U.S.C. § 1983; and cases involving a variety of other areas of law, such as employment discrimination, tax, bankruptcy, immigration, and Social Security benefits. At present, the office is comprised of eighteen staff attorneys (eleven of whom are in career positions and seven of whom are in two-year term positions), five supervisors, three administrative support staff, and the Senior Staff Attorney.

Staff attorneys play an important role in supporting the United States Judiciary's mission of ensuring equal justice under the law. The Eighth Circuit Office of Staff Attorneys does so by maintaining high standards for the research and written work performed for the Court. While the nature of the work is important and the workload is substantial, the office provides a collegial, collaborative environment, with opportunities for flexible work schedules and teleworking.

POSITION OVERVIEW, DUTIES AND RESPONSIBILITIES: The primary focus of the Staff Attorney position is to provide procedural and substantive legal analysis and advice regarding the disposition of appeals pending before the Court. Duties include reviewing district court and agency records and appellate filings, and extracting relevant information; discerning legal issues presented and conducting in-depth legal research; and, in each case, preparing for a three-judge panel a written memorandum that accurately and concisely presents the facts and a legal analysis, and recommends a disposition of the appeal. When appropriate, staff attorneys also prepare proposed opinions and orders for consideration by three-judge panels. Staff attorneys report to Supervisory Staff Attorneys, who oversee and edit staff attorney work.

MINIMUM POSITION QUALIFICATIONS: Candidates must have a Juris Doctor (JD) degree from a law school that has been accredited by a recognized accrediting authority, and one year of specialized experience, which may be satisfied by superior academic performance in law school.

PREFERRED SKILLS: We are looking for smart, hardworking third-year law students (class of 2023) and law school graduates, who excel in legal research and analysis. Candidates should

be superior writers who wish to become better writers. We are seeking individuals who possess an ability to work both independently and collaboratively; a willingness to learn and grow as an attorney, including being open to and accepting supervisory direction and editing of written work; an ability to self-manage an assigned workload and to work under pressure to meet deadlines; and a strong commitment to justice and public service.

ADDITIONAL CONDITIONS OF EMPLOYMENT: Applicants must be U.S. citizens. Initial interviews of selected candidates will be conducted by video conference. A followup in-person interview may be conducted if feasible. Candidates offered employment will be subject to a background check and subsequent favorable suitability determination as a condition of employment. All employees of the Judiciary are "at will" employees in the excepted service. The U.S. Courts require employees to adhere to a Code of Ethics and Conduct which is available to applicants for review upon request. Employees are required to use the Electronic Fund Transfer (EFT) for payroll deposit. Available employee benefits include paid vacation days based on federal years of service, paid holidays, sick leave, health insurance plans, and a Flexible Benefits Program.

HOW TO APPLY: Applications should be submitted through OSCAR: <https://oscar.uscourts.gov>. Writing sample should be self-edited and between five to seven pages in length. Candidates will be asked to complete a timed writing assignment as part of the interview process.

Posting Date: July 20, 2022

Expiration Date: September 16, 2022

Contact: Liz Deighton
Staff Attorney
Saint Louis , Missouri United States

Resume Receipt: Other (see below)

How to Apply: HOW TO APPLY: Applications should be submitted through OSCAR: <https://oscar.uscourts.gov>.

Additional Documents: Writing Sample

Requested Document Notes: Writing sample should be self-edited and between five to seven pages in length. Candidates will be asked to complete a timed writing assignment as part of the interview process.

ID: 9776

Assistant Dean of Student Affairs

University of Akron School of Law (Akron, OH)

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

Assistant Dean of Student Affairs

The University of Akron School of Law seeks to hire an Assistant Dean of Student Affairs for the School of Law. This Position offers a competitive salary and benefits, including tuition remission benefits available through the University. This is a great opportunity for anyone looking to explore the legal field or pursue higher education.

Responsibilities: Direct and oversee the activities related to the law school student affairs.

Required Qualifications: Requires a Jurist Doctor Degree. Requires a minimum of 2 years- experience in higher education administration or comparable administrative experience. A minimum of 4 years' experience in A.B.A. Standards and Law School policies and practices are preferred. Excellent organizational and goal setting skills are required. Strong communication skills, counseling abilities, problem solving skills, and management experience are required. At minimum, basic computer skills, including spreadsheet and word processing capabilities, are required.

Preferred Qualifications: Database experience is helpful. Budget management and analytical are skills preferred.

Institutional Profile: The University of Akron School of Law is a public law school with approximately 450 full-time and part-time students enrolled in its Juris Doctor, LLM, and Master of Studies in Law (MSL) programs, roughly 25% of whom come from out of state. The School of Law is housed in a newly renovated, state-of-the-art facility on the campus of The University of Akron, a public research university with 22,000 students and more than 300 degree programs, and adjacent to the business district in the City of Akron, a municipality of 200,000 people in northeast Ohio. Founded in 1921 and boasting more than 8,000 alumni, Akron Law has a tradition of affordable excellence in legal education and has earned national reputations in intellectual property law, trial advocacy, constitutional law, and professional responsibility.

Applicant Instructions: To apply for this position, you must complete the on-line application and attach a cover letter, resume, and a list of three professional references to your profile. Please include contact information, including email addresses for your professional references.

After submission of your application, return to the "My Activities" link and upload the required documents to your profile under the "Cover Letters and Attachments" section.

Applicants should fully describe their qualifications and experience with reference to the minimum and preferred qualifications. This is the information on which the initial review of materials will be based. A curriculum vitae will not be accepted in place of any information requested on the application.

For complete details and to apply for this position, visit: <http://www.uakron.edu/jobs>. Job ID# 13699. While all candidates are required to submit their applications via this centralized system, please feel free to direct any inquiries to Assistant Dean Alisa Benedict-O'Brien, Chair of the search committee, at ab139@uakron.edu. For assistance with your application or attachments please call 330-972-6751.

Posting Date: July 19, 2022**Expiration Date:** August 19, 2022

Contact: Ms. Alisa N. Benedict O'Brien, Esq.
Director, Career Planning Office
Akron, Ohio 44325-2901 United States

Resume Receipt: Other (see below)**How to Apply:** <http://www.uakron.edu/jobs>**Additional Documents:** Cover Letter, Other Documents

Requested Document Notes: To apply for this position, you must complete the on-line application and attach a cover letter, resume, and a list of three professional references to your profile. Please include contact information, including email addresses for your professional

references.

ID: 9772

Family Law Attorney

Franklin County Legal Services (Chambersburg, Pennsylvania)

Position Type: Full-time

Practice Area(s): ANY AREA NOT LISTED - OTHER

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

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

Description:
Family Law Attorney Position Opening

Franklin County Legal Services ("FCLS") is a charitable, nonprofit agency located in Chambersburg, Pennsylvania. FCLS was founded in 2002. Our mission is to provide access to legal representation, advice, and education to low-income individuals with civil legal problems. Services are provided free of charge to the recipients of the services. Our work provides access to justice and helps meet basic human needs through the provision of civil legal services. Access to help for all types of civil legal problems is provided by FCLS with our primary in-house practice areas focusing on the greatest needs of family law, immigration, and landlord/tenant.

FCLS is seeking applicants for a full-time Family Law Attorney position. The Family Law Attorney will provide civil legal services to indigent clients, with a focus on child custody matters. The Family Law Attorney will participate with the Franklin County Bar Association's family law section and coordinate services with the Bar and Court as needed. The Family Law Attorney will participate in screening/advice sessions for potential clients. Position may involve remote work and travel.

The position is funded for two years with the possibility of extension.

QUALIFICATIONS:

- Graduate of an ABA accredited law school;
- Admission to the Pennsylvania Bar;
- Will consider law school graduates prior to Bar admission and attorneys licensed in another state;
- Experience in Pennsylvania Family Law preferred;
- Ability to work independently; and
- Strong commitment to public interest law.

SALARY AND BENEFITS

Salary range: \$50,000 to \$60,000 per year, depending upon experience

Generous paid leave, healthcare benefits, telework options, and professional/membership fees are provided. FCLS attorneys are eligible to apply for the PA IOLTA Board Loan Repayment Assistance Program offered by the Pennsylvania Bar Foundation.

HOW TO APPLY:

Submit resume and cover letter via email (brittany@fcls.net) to Brittany Henderson, Executive Director. Subject Line: Attorney Position.

Applications will be accepted until the position is filled. Equal Opportunity Employer.

Revised July 18, 2022

Posting Date: July 19, 2022

Expiration Date: July 19, 2023

Salary Range: 50,000 - 59,999

Contact: Ms. Gloria M. Keener
Executive Director
336 Lincoln Way East Suite B Chambersburg, Pennsylvania 17201 United States

<http://www.fcls.net>

Resume Receipt: E-mail

Default email for resumes.: brittany@fcls.net

Additional Documents: Cover Letter

ID: 9773

Huntington Supervising Attorney

Legal Aid of West Virginia

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

Legal Aid of West Virginia is seeking an energetic, skilled, and committed leader for its Huntington Office. Applicant must be a West Virginia licensed attorney with minimum three years of practice/management experience. Looking for a talented lawyer with strong supervisory and management skills. LAWV offers a great family friendly work environment and excellent benefit package which includes medical, dental and life insurance and paid leave.

As the Huntington Supervising Attorney, you will lead and supervise the work of four staff attorneys, two paralegal/advocates and a legal assistant; represent clients in a variety of poverty-law cases; and through planning, outreach and case-handling decisions ensure that legal aid services are reaching where they are most needed across the Huntington service area. As a member of our Huntington office, you will get to enjoy working from our newly-renovated office space which is centrally located in Downtown Huntington near the Courthouse and within walking distance of multiple restaurants and shops.

If you are passionate about serving others and want to do rewarding work, please send your cover letter and resume to jobs@lawv.net by August 1, 2022. Applications will be considered until the position is filled. LAWV is an organization dedicated to equity, justice and inclusion and our organization culture reflects that by seeking and supporting employees from diverse backgrounds and perspectives. EOE qualified women, people with disabilities, minorities, or members of traditionally underrepresented groups are encouraged to apply.

Posting Date: July 19, 2022**Expiration Date:** August 10, 2022**Contact:** Ms. Kerry LeMasters
Administrative Director
Administrative Director Legal Aid 922 Quarrier Street Charleston, West Virginia 25301 United States**Resume Receipt:** E-mail**Default email for resumes.:** jobs@lawv.net**ID:** 9775

Associate Attorney

Mullens and Mullens (Philippi WV)

Position Type: Full-time

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

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

Description:

Mullens and Mullens PLLC is a small North Central West Virginia Law firm with 4 attorneys. The firm operates with an emphasis on Plaintiffs personal injury and litigation, small business representation, and real estate. We are seeking an energetic attorney with good writing skills. Some remote work may be a possibility for this position. Please submit a resume as well as one good writing sample.

Deadline: August 5, 2022;

Address: Hunter B. Mullens, Esq.

P.O. Box 95

Philippi, WV 26416

OR

hmullens@mullensandmullens.com

cstalnaker@mullensandmullens.com

Documents: Resume and 1 good writing sample

Posting Date: July 18, 2022

Expiration Date: August 31, 2022

Contact: Hunter Mullens
Esq
P.O. Box 95 Philippi, West Virginia 26416 United States

Resume Receipt: E-mail

Default email for resumes.: hmullens@mullensandmullens.com

Additional Documents: Writing Sample

Requested Document Notes: Documents: Resume and 1 good writing sample

ID: 9771

Honors Attorney Program, Law Clerk/Attorney, GS-0904/0905-11
United States Department of Labor Office of the Solicitor (Washington, DC)

Position Type: Full-time

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

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

Description:

Overview

Accepting applications

Open & closing dates

07/06/2022 to 09/15/2022

Salary

\$74,950 - \$164,102 per year

Pay scale & grade

GS 11 - 14

Location

8 vacancies in the following location:

Washington, DC8 vacancies

Telework eligible

Yes—as determined by the agency policy.

Travel Required

Occasional travel - Occasional travel - Limited travel may be required.

Relocation expenses reimbursed

No

Appointment type

Permanent

Work schedule

Full-time

Service

Excepted

Promotion potential

14 - There is no obligation to provide future promotions if you are selected. Promotions are dependent on your ability to perform the duties at a higher level, meet all the performance requirements, and supervisor's recommendation to the next grade.

Job family (Series)

0904 Law Clerk

0905 Attorney

Supervisory status

No

Security clearance

Not Required

Drug test

No

Position sensitivity and risk

Non-sensitive (NS)/Low Risk

Trust determination process

Credentialing

Suitability/Fitness

Announcement number

EX-22-SOL-HONORS-01

Control number

663827600

Summary

The Honors Program in the Office of the Solicitor (SOL) provides challenging professional opportunities for outstanding law school graduates. National Office Honors Attorneys work with the various client agencies within the Department of Labor, gaining exposure to a broad range of substantive legal work in one of the government's preeminent legal offices. After completing the two-year program,

Honors Attorneys continue their careers as permanent employees of SOL.

Learn more about this agency
HelpThis job is open to

Federal employees - Excepted service
Current excepted service federal employees.

Career transition (CTAP, ICTAP, RPL)
Federal employees who meet the definition of a "surplus" or "displaced" employee.

Recent graduates
Individuals who have graduated from an accredited educational institute or certificate program within the last 2 years or 6 years for Veterans.

Military spouses

The public
U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Students
Current students enrolled in accredited educational institutions from high school to graduate level. Includes internships, pathways and other student programs.

Veterans

Clarification from the agency
This is an Excepted Service position and is open as well to Non-Citizens as allowed by law. This position will be filled through an alternative hiring process and is not in the competitive civil service. See eligibility requirements as described in the Requirements section of this vacancy announcement.
HelpDuties

WHO WE ARE

The Office of the Solicitor serves as the legal counsel for the U.S. Department of Labor. The approximately 516 attorneys in SOL enforce and interpret occupational and mine safety and health laws, civil rights laws, pension and health benefit laws, minimum wage and overtime requirements, whistleblower protections, and international labor standards. SOL also provides legal services to programs that pay Federal benefits to the victims of certain occupational diseases and accidents, provide grants in support of employment and training programs, and administer unemployment benefits. In all, SOL attorneys work with more than 180 labor and employment laws.

SOL has more independent litigating authority than virtually any other cabinet department outside the Justice Department. SOL attorneys represent the Secretary of Labor in proceedings before federal district courts, federal courts of appeals, and administrative law judges. SOL attorneys also play a leading role in important and high-profile federal rulemakings and policy decisions.

About half of SOL's attorneys serve in the National Office in Washington, D.C., and the remainder work in one of the 14 regional and branch offices across the country. Those offices are located in Atlanta, Boston, Chicago, Dallas, Kansas City, New York City, Philadelphia, San Francisco, Seattle, Cleveland, Denver, Nashville, Los Angeles, and Arlington, Virginia.

The Department of Labor's mission is to promote the welfare of wage earners, job seekers, and retirees, to improve working conditions, to advance opportunities for profitable employment, and to ensure work-related benefits and rights. Honors Attorneys play a crucial role in enabling the Department to carry out its mission. Like the Department, the Honors Program is more effective when its workforce includes highly qualified individuals whose backgrounds reflect our nation's richly diverse workforce.

THE WORK OF A NATIONAL HONORS PROGRAM ATTORNEY

Attorneys in the Honors Program who are located in the National Office in Washington, DC, will spend their first two years in SOL handling a broad variety of assignments from divisions in the National Office.

Past National Office Honors Attorneys have:

Argued cases in federal courts of appeals on pension and wage and hour law
Drafted critical new mine safety regulations.

Participated in negotiations regarding international trade and labor law
Advised the Department on conducting effective occupational safety investigations
Prepared the Department for litigation against contractors with discriminatory hiring practices
Arbitrated and resolved internal union grievances and ensured the legitimacy of labor union elections.
Honors Attorneys in the National Office may also receive assignments from SOL's Regional Offices, which typically involve trial work, including discovery, motions practice, and co-chairing trials. After the first six to nine months in the program, Honors Attorneys in the National Office begin a series of three-month rotations to various SOL divisions. National Office Honors Attorneys may also volunteer to work in a Regional Office for one of their rotations.

After two years, National Office Honors Attorneys will be permanently placed in a specific office in SOL. All efforts will be made to accommodate attorneys' preferences among the National Office divisions and regional offices, consistent with the needs of the Department.

The Honors Program gives attorneys a unique opportunity to help interpret and enforce a broad range of labor and employment laws while working in one of the largest legal offices in the Federal government. Honors Attorneys will gain experience that would be difficult to obtain in years of private practice and will share the honor and privilege of representing the United States Government and engaging in public service.

HelpRequirements

Conditions of Employment

Appointment to this position may require a background investigation.

Requires a probationary period if the requirement has not been met.

Relocation expenses will not be paid.

This position is outside the bargaining unit.

Reference the "Required Documents" section for additional requirements.

Applicants must meet all legal and regulatory requirements.

Eligibility is limited to graduating law students who will graduate from law school between October 1, 2022, and September 30, 2023, and recent law school graduates who began participating in eligibility preserving employment within 9 months of law school graduation. Eligibility preserving employment includes full-time activities starting after law school graduation that can preserve a law school graduate's eligibility for the Honors Program such as judicial clerkships or time-limited court staff attorney positions; federal agency or state government Honors Attorney programs; or legal fellowships.

Notification Concerning COVID-19 Vaccinations. As required by Executive Order 14043, Federal executive branch employees are required to be fully vaccinated against COVID-19 regardless of the employee's duty location or work arrangement (e.g., telework, remote work, etc.), subject to such exceptions as required by law. If selected, you will be required to be vaccinated against COVID-19 and to submit documentation of proof of vaccination or to be in the process of requesting an exception to the vaccination requirement before appointment or onboarding with the agency. The agency will provide additional information regarding which forms of documentation can be accepted and how you can request to be considered for a legally required exception from this requirement.

Qualifications

All applicants must be ranked or have graduated in the top half of their class or have a minimum GPA of 3.0 at the time of application (if currently enrolled in law school) or upon graduation from law school.

FOR LAW CLERK POSITIONS:

Applicants who have not been admitted to a state bar may be selected for a Law Clerk, GS-0904-11 position. Appointments as a Law Clerk are limited to 14 months during which time the appointee must be admitted in good standing to the bar of a court of general jurisdiction of a state, territory or possession of the United States, after which the Law Clerk will be appointed to a permanent appointment as an Attorney.

FOR ATTORNEY POSITIONS:

Applicants applying for the General Attorney, GS-0905 positions, must possess a professional law degree (LL.B. or J.D.); be a member in good standing of the bar of a court of general jurisdiction of a state, territory or possession of the U.S.; and have acquired the amount of experience indicated below for each grade level.

GS-11, applicants must possess progressively responsible legal experience of a professional nature which demonstrates the ability to perform the work at this level.

GS-12, applicants must possess (1) year of progressively responsible legal experience of a professional nature which demonstrates the ability to perform the work at this level.

GS-13, applicants must possess (2) years of progressively responsible legal experience of a professional nature which demonstrates the ability to perform the work at this level.

GS-14, applicants must possess (3) years of progressively responsible legal experience of a professional nature which demonstrates the ability to perform the work at this level.

Education

Any applicant falsely claiming an academic degree from an accredited school will be subject to actions ranging from disqualification from federal employment to removal from federal service.

If your education was completed at a foreign college or university, you must show comparability to education received in accredited educational institutions in the United States and comparability to applicable minimum course work requirements for this position. Click Evaluation of Foreign Education for more information.

Additional information

Position Telework eligibility is determined by management based on position duties during the recruitment process. Employee participation in telework on a routine or situational basis is determined by management primarily based on business needs. Employees participating in telework are subject to the terms and conditions of the Department of Labor's Telework Program.

DOL seeks to attract and retain a high performing and diverse workforce in which employees' differences are respected and valued to better meet the varying needs of the diverse customers we serve. DOL fosters a diverse and inclusive work environment that promotes collaboration, flexibility and fairness so that all individuals are able to participate and contribute to their full potential.

Refer to these links for more information: [GENERAL INFORMATION](#), [ADDITIONAL DOCUMENTATION](#), [FORMER FEDERAL EMPLOYEES](#)

[Close](#)

[Benefits](#)

[How You Will Be Evaluated](#)

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

Applicants meeting the minimum qualification requirements for this position will be further evaluated by a panel and/or the selecting official or their designee may interview applicants.

Evaluation Factors:

Selections are made based on many elements of a candidate's background, including:

- a demonstrated commitment to or interest in labor law, employment law, government service, or public interest law;
- a record of achievement, such as: academic achievement; leadership positions; law journal experience; moot court; mock trial experience; or clinical experience;
- strong writing skills;
- past employment or extracurricular activities that relate to the work of the Department of Labor; and
- any other work or life experiences that could bring a unique perspective to the work of the Department of Labor.

It is the responsibility of the applicant to supply sufficient information to provide a basis for rating the elements listed above. The information you provide may be verified by a review of your work experience and/or education, by checking references, and through other means (ex. interview).

INFORMATION FOR CTAP/ICTAP ELIGIBLE(S) ONLY: Individuals who meet eligibility requirements for special priority selection under ICTAP/CTAP must be well-qualified for the position to receive consideration for special priority selection. Be sure to review DOL Account Eligibility/Core Question #23 to reflect that you are applying as an ICTAP or CTAP eligible and submit supporting documentation.

You may preview questions for this vacancy.

[HelpRequired Documents](#)

The following documents must be submitted by 11:59 p.m. (ET) on the vacancy closing date. Warning: If you submit a document using the same document title, the 2nd submission will OVERWRITE the 1st submission.

You are not required to submit a document if it does not apply to you.

Complete application packages include:

- Resume - Please be sure that your resume includes your GPA and /or class rank as well as detailed information to support your qualifications for this position, as failure to provide sufficient evidence in your resume may result in a "not qualified" determination.
- Cover Letter - is mandatory and should address the factors indicated in the Qualifications and Evaluations section above.
- Unedited Writing Sample - is mandatory and must be 5-10 pages in length. The sample should demonstrate your ability to properly cite and analyze legal authority. The writing sample must reflect your own work and must not have been edited by another person. You may personally edit any document including one that was produced at a law-related job. If you are using written work submitted for a law school class, you may incorporate changes based on comments your received on the graded paper.
-
- Transcripts: an official or unofficial transcript is mandatory. Should you be selected for this position, verification of your academic degree(s) is necessary to determine your qualifications or eligibility for this position. You will be required to submit official transcripts for verification purposes before you are hired.
- Bar Certification: Should you be selected for an Attorney, GS-0905 position, you will be required to submit documentation verifying that you are an active member of the Bar in Good Standing of any State, District of Columbia, Puerto Rico, or any Territorial Court under the U.S. Constitution. This letter and/or certificate should be dated within the last six months prior to entry on duty.
- Veterans Documents (if applicable):
Attorney appointments within the Department of Labor are positions in the excepted service, not the competitive service. There is no formal rating system for applying veterans' preference in attorney appointments; however, the Department of Labor considers veterans' preference eligibility as a positive factor in attorney hiring. In order to receive positive consideration, you must indicate your eligibility, in response to the appropriate item on the vacancy questionnaire. Additionally, you must submit a copy of your Certificate of Release or Discharge from Active Duty, DD214 showing the type of discharge and dates of active duty and, if applicable, a VA letter certifying the present existence of the service-connected disability which indicates the percentage of your disability. (For active duty service members expecting to be honorably discharged or released within 120 days, click Active Duty) Without this documentation, you will not receive veteran's consideration. Additional information is available in the Vet's Guide.

You may also find more information on positive consideration for attorney hiring.

- Displaced Employee Placement Documents: These documents are only required if you are requesting priority consideration under ICTAP/CTAP Eligibility. Applicants with disabilities (SCHEDULE A) applying under the area of consideration must submit proof of certification by counselors, State vocational rehabilitation agencies or the Veterans Administration.

Applicants selected for employment that are not current DOL employees will be required to provide proof of citizenship, or non-citizenship as allowable in Excepted Service hiring through P.L. 112-10, and the E-Verify system will be used to confirm the employment eligibility of all new hires.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

HelpHow to Apply

To apply for this position, you must complete the initial online application, to include submission of the required documentation specified in the Required Documents section.

Follow the steps below to apply. Your application and ALL required supplemental documents MUST be received by 11:59 pm Eastern Time (ET) on the vacancy closing date to receive consideration. Paper applications and supplemental documents submitted in any other manner without prior approval from the vacancy contact will not be considered. Click here for information on Reasonable Accommodations.

SAVE your information before the 30 MINUTE TIMEOUT! For help, go to <https://www.usajobs.gov/Help/how-to/>.

STEP 1 - Create USAJOBS Account on www.usajobs.gov, including Resume and Saved Documents

Your resume must provide sufficient information to substantiate your responses in the self-assessment vacancy questions. If not, HR may amend your responses to more accurately reflect the competency indicated by resume content. FOR EACH EMPLOYMENT PERIOD, include: start/end month and year and note full-time or part-time (if part-time, include # of hours worked per week); otherwise, your application may be considered incomplete.

STEP 2 - Complete the 1st part of the application process (USAJOBS)

Once you have identified a job on www.usajobs.gov that you wish to apply for, click on the title and click the Apply button . For questions about the vacancy, contact the Agency Contact at the bottom of the announcement. Click "Start Application" and proceed through 5 steps noted at the top of the USAJOBS page. You will be able to select a resume and documents from your USAJOBS Account that you can submit as a package as part of your DOL application. At Step 5, click "Continue to Agency Site".

STEP 3 – Complete the 2nd part of the application process (DOL)

On the Department of Labor (DOL) page, create a DOL Account if you have not already and click "APPLY TO THIS VACANCY". Continue through the 7 progress steps indicated by circles at the top of the DOL page. The 3rd progress step is where you answer the vacancy specific questions. The 4th progress step "Documents" is where you submit required documents (only if applicable to you) specified in the "Required Documents" section of this vacancy. If you submit a document using the same document title, the 2nd submission will OVERWRITE the 1st submission.

STEP 4 – On the "Review and Submit" step, click "Submit Application"

The last "Confirmation" step will turn green noting that your application was submitted successfully.

STEP 5 - Edit Application as needed by 11:59 pm ET of Closing Date by returning to USAJOBS, clicking the vacancy, then "Update Application".

Read more Agency contact information

Linda Cooke
Phone
202-693-9368

Email
Cooke.Linda@dol.gov
Address

Labor, Office of the Solicitor
200 Constitution Ave., NW
Rm. N2419
Washington, District of Columbia 20210
United States
[Learn more about this agency](#)
[Next steps](#)

Once your complete application is received, we will conduct an evaluation of your qualifications and refer candidates for selection consideration. Candidates will be referred to the hiring manager for further consideration and possible interview. You will be notified of the outcome. A selection is expected to be made within 30 calendar days from the issuance date of the certificate.

For instructions on how to check the status of your application, go to: [USAJOBS Help Guide](#).

USAJOBS will no longer send status alert email notifications. You can check your application status in the Talent Acquisition System (TAS) by logging into USAJOBS and in the Applicant Dashboard, click the hiring agency TAS. If the TAS does not provide application tracking information, contact the agency point of contact on the job announcement.

Posting Date: July 18, 2022
Expiration Date: September 15, 2022
Contact: Gary Kopchinski 200 Constitution Ave NW Washington, District of Columbia 20210 United States
Resume Receipt: Other (see below)
How to Apply: https://www.usajobs.gov/job/663827600
ID: 9761

Honors Attorney Program, Law Clerk/Attorney, GS-0904/0905-11
United States Department of Labor Office of the Solicitor (Washington, DC)

Position Type: Full-time

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

Job Location(s): New York, New York (United States)
Philadelphia, Pennsylvania (United States)
Nashville, Tennessee (United States)
Atlanta, Georgia (United States)

Description:

Overview
Accepting applications
Open & closing dates
07/01/2022 to 09/12/2022
Salary
\$66,214 - \$168,506 per year
Pay scale & grade
GS 11 - 14
Locations
4 vacancies in the following locations:

Atlanta, GA

New York, NY

Philadelphia, PA

Nashville, TN
Show more locations (1)
Telework eligible
Yes—as determined by the agency policy.
Travel Required
Occasional travel - Occasional travel - Limited travel may be required.
Relocation expenses reimbursed
No
Appointment type
Permanent
Work schedule
Full-time
Service
Excepted
Promotion potential
14 - There is no obligation to provide future promotions if you are selected. Promotions are dependent on your ability to perform the duties at a higher level, meet all the performance requirements, and supervisor's recommendation to the next grade.
Job family (Series)
0905 Attorney
Supervisory status
No
Security clearance
Not Required
Drug test
No
Position sensitivity and risk
Non-sensitive (NS)/Low Risk
Trust determination process
Credentialing

Suitability/Fitness

Announcement number
EX-22-SOL-HONORS-02
Control number

663317100

Summary

The Honors Program in the Office of the Solicitor (SOL) provides challenging professional opportunities for outstanding law school graduates. Regional Honors Attorneys engage in all aspects of trial litigation under the many employment laws DOL enforces. After completing the two-year program, Honors Attorneys continue their careers as permanent employees of SOL. Most Regional Honors Attorneys elect to remain in the office where they began the program.

Learn more about this agency

HelpThis job is open to

Federal employees - Excepted service
Current excepted service federal employees.

Career transition (CTAP, ICTAP, RPL)
Federal employees who meet the definition of a "surplus" or "displaced" employee.

Recent graduates
Individuals who have graduated from an accredited educational institute or certificate program within the last 2 years or 6 years for Veterans.

Military spouses

The public
U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Students
Current students enrolled in accredited educational institutions from high school to graduate level. Includes internships, pathways and other student programs.

Veterans

Clarification from the agency
This is an Excepted Service position and is open as well to Non-Citizens as allowed by law. This position will be filled through an alternative hiring process and is not in the competitive civil service. See eligibility requirements as described in the Requirements section of this vacancy announcement.
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THE WORK OF A REGIONAL HONORS PROGRAM ATTORNEY

Applicants for this position should specifically be interested in trial litigation. Honors Attorneys in SOL's Regional Offices engage in all aspects of trial litigation under the various statutes enforced by the Department of Labor, including analyzing an investigative file, filing a complaint, engaging in negotiations and discovery, preparing briefs, and arguing motions, and serving as lead counsel in cases that go to trial. Regional Honors Attorneys have:

- o Provided pre-litigation advice to client agencies in significant cases
- o Filed complaints in federal district court to recover employees' benefits and wages under pension and wage and hour laws
- o Appeared before administrative law judges in cases involving Occupational Safety and Health and Mine Safety and Health laws.

Honors Attorneys in Regional Offices also may receive select assignments from the National Office divisions to complement their trial work or to expose them to practice areas usually handled by the National Office. Funding permitting, these attorneys will travel to the National Office in Washington, D.C. to participate with their National Office colleagues in training and networking opportunities. Regional Office Honors Attorneys may also volunteer to rotate to the National Office for a temporary assignment, usually lasting about three months.

After two years, Honors Attorneys will be permanently placed in a specific office in SOL. Most Regional Honors Attorneys elect to remain in the office and region where they began the program. All efforts will be made to accommodate attorneys' preferences.

The Honors Program gives attorneys a unique opportunity to help interpret and enforce a broad range of labor and employment laws while working in one of the largest legal offices in the Federal government. Honors Attorneys will gain experience that would be difficult to obtain in years of private practice and will share the honor and privilege of furthering the Department of Labor's mission and engaging in public service.

HelpRequirements

Conditions of Employment

Appointment to this position may require a background investigation.

Requires a probationary period if the requirement has not been met.

Relocation expenses will not be paid.

This position is outside the bargaining unit.

Reference the "Required Documents" section for additional requirements.

Applicants must meet all legal and regulatory requirements.

Eligibility is limited to graduating law students who will graduate from law school between October 1, 2022, and September 30, 2023, and recent law school graduates who began participating in eligibility preserving employment within 9 months of law school graduation. Eligibility preserving employment includes full-time activities starting after law school graduation that can preserve a law school graduate's eligibility for the Honors Program such as judicial clerkships or time-limited court staff attorney positions; federal agency or state government Honors Attorney programs; or legal fellowships.

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Qualifications

All applicants must be ranked or have graduated in the top half of their class or have a minimum GPA of 3.0 at the time of application (if currently enrolled in law school) or upon graduation from law school.

FOR LAW CLERK POSITIONS:

Applicants who have not been admitted to a state bar may be selected for a Law Clerk, GS-0904-11 position. Appointments as a Law Clerk are limited to 14 months during which time the appointee must be admitted in good standing to the bar of a court of general jurisdiction of a state, territory or possession of the United States, after which the Law Clerk will be appointed to a permanent appointment as an Attorney.

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Applicants applying for the General Attorney, GS-0905 positions, must possess a professional law degree (LL.B. or J.D.); be a member in good standing of the bar of a court of general jurisdiction of a state, territory or possession of the U.S.; and have acquired the amount of experience indicated below for each grade level.

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Any applicant falsely claiming an academic degree from an accredited school will be subject to actions ranging from disqualification from federal employment to removal from federal service.

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Additional information

Position Telework eligibility is determined by management based on position duties during the recruitment process. Employee participation in telework on a routine or situational basis is determined by management primarily based on business needs. Employees participating in telework are subject to the terms and conditions of the Department of Labor's Telework Program.

DOL seeks to attract and retain a high performing and diverse workforce in which employees' differences are respected and valued to better meet the varying needs of the diverse customers we serve. DOL fosters a diverse and inclusive work environment that promotes collaboration, flexibility, and fairness so that all individuals are able to participate and contribute to their full potential.

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[Close](#)

[Benefits](#)

[How You Will Be Evaluated](#)

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

Applicants meeting the minimum qualification requirements for this position will be further evaluated by a panel and/or the selecting official or their designee may interview applicants.

Evaluation Factors:

Selections are made based on many elements of a candidate's background, including a demonstrated commitment to or interest in labor law, employment law, government service, or public interest law; academic achievement; strong writing skills; leadership positions; law journal experience; moot court or mock trial experience; clinical experience; and past employment or extracurricular activities that relate to the work of the Department of Labor. Applicants for this position should specifically demonstrate specific background, education, and/or an interest in becoming a trial litigator, including any relevant background, education, or experience. It is the responsibility of the applicant to supply sufficient information to provide a basis for rating the elements listed above. The information you provide may be verified by a review of your work experience and/or education, by checking references, and through other means (ex. interview).

INFORMATION FOR CTAP/ICTAP ELIGIBLE(S) ONLY: Individuals who meet eligibility requirements for special priority selection under ICTAP/CTAP must be well-qualified for the position to receive consideration for special priority selection. Be sure to review DOL Account Eligibility/Core Question #23 to reflect that you are applying as an ICTAP or CTAP eligible and submit supporting documentation.

You may preview questions for this vacancy.

HelpRequired Documents

The following documents must be submitted by 11:59 p.m. (ET) on the vacancy closing date. Warning: If you submit a document using the same document title, the 2nd submission will OVERWRITE the 1st submission.

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Complete application packages include:

- Resume - Please be sure that your resume includes your GPA and /or class rank as well as detailed information to support your qualifications for this position, as failure to provide sufficient evidence in your resume may result in a "not qualified" determination.
- Cover Letter - is mandatory and should address the factors indicated in the Qualifications and Evaluations section above. In addition, your letter should clearly describe your preference for and interest in being selected for the cities and regions you ranked in your application.
- Unedited Writing Sample - is mandatory and must be 5-10 pages in length. The sample should demonstrate your ability to properly cite and analyze legal authority.
- Transcripts: an official or unofficial transcript is mandatory. Should you be selected for this position, verification of your academic degree(s) is necessary to determine your qualifications or eligibility for this position. You will be required to submit official transcripts for verification purposes before you are hired.
- Bar Certification: Should you be selected for an Attorney, GS-0905 position, you will be required to submit documentation verifying that you are an active member of the Bar in Good Standing of any State, District of Columbia, Puerto Rico, or any Territorial Court under the U.S. Constitution. This letter and/or certificate should be dated within the last six months prior to entry on duty.
- Veterans Documents (if applicable):
Attorney appointments within the Department of Labor are positions in the excepted service, not the competitive service. There is no formal rating system for applying veterans' preference in attorney appointments; however, the Department of Labor considers veterans' preference eligibility as a positive factor in attorney hiring. In order to receive positive consideration, you must indicate your eligibility, in response to the appropriate item on the vacancy questionnaire. Additionally, you must submit a copy of your Certificate of Release or Discharge from Active Duty, DD214 showing the type of discharge and dates of active duty and, if applicable, a VA letter certifying the present existence of the service-connected disability which indicates the percentage of your disability. (For active duty service members expecting to be honorably discharged or released within 120 days, click Active Duty) Without this documentation, you will not receive veteran's consideration. Additional information is available in the Vet's Guide.

You may also find more information on positive consideration for attorney hiring.

- Displaced Employee Placement Documents: These documents are only required if you are requesting priority consideration under ICTAP/CTAP Eligibility. Applicants with disabilities (SCHEDULE A) applying under the area of consideration must submit proof of certification by counselors, State vocational rehabilitation agencies or the Veterans Administration.

Applicants selected for employment that are not current DOL employees will be required to provide proof of citizenship, or non-citizenship as allowable in Excepted Service hiring through P.L. 112-10, and the E-Verify system will be used to confirm the employment eligibility of all new hires.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

[HelpHow to Apply](#)

To apply for this position, you must complete the initial online application, to include submission of the required documentation specified in the Required Documents section.

Follow the steps below to apply. Your application and ALL required supplemental documents MUST be received by 11:59 pm Eastern Time (ET) on the vacancy closing date to receive consideration. Paper applications and supplemental documents submitted in any other manner without prior approval from the vacancy contact will not be considered. [Click here for information on Reasonable Accommodations.](#)

SAVE your information before the 30 MINUTE TIMEOUT! For help, go to <https://www.usajobs.gov/Help/how-to/>.

STEP 1 - Create USAJOBS Account on www.usajobs.gov, including Resume and Saved Documents

Your resume must provide sufficient information to substantiate your responses in the self-assessment vacancy questions. If not, HR may amend your responses to more accurately reflect the competency indicated by resume content. FOR EACH EMPLOYMENT PERIOD, include: start/end month and year and note full-time or part-time (if part-time, include # of hours worked per week); otherwise, your application may be considered incomplete.

STEP 2 - Complete the 1st part of the application process (USAJOBS)

Once you have identified a job on www.usajobs.gov that you wish to apply for, click on the title and click the Apply button . For questions about the vacancy, contact the Agency Contact at the bottom of the announcement. Click "Start Application" and proceed through 5 steps noted at the top of the USAJOBS page. You will be able to select a resume and documents from your USAJOBS Account that you can submit as a package as part of your DOL application. At Step 5, click "Continue to Agency Site".

STEP 3 - Complete the 2nd part of the application process (DOL)

On the Department of Labor (DOL) page, create a DOL Account if you have not already and click "APPLY TO THIS VACANCY". Continue through the 7 progress steps indicated by circles at the top of the DOL page. The 3rd progress step is where you answer the vacancy specific questions. The 4th progress step "Documents" is where you submit required documents (only if applicable to you) specified in the "Required Documents" section of this vacancy. If you submit a document using the same document title, the 2nd submission will OVERWRITE the 1st submission.

STEP 4 - On the "Review and Submit" step, click "Submit Application"

The last "Confirmation" step will turn green noting that your application was submitted successfully.

STEP 5 - Edit Application as needed by 11:59 pm ET of Closing Date by returning to USAJOBS, clicking the vacancy, then "Update Application".

Close Agency contact information

Linda Cooke
Phone
202-693-9368

Email
Cooke.Linda@dol.gov
Address

Labor, Office of the Solicitor
200 Constitution Ave., NW
Rm. N2419
Washington, District of Columbia 20210
United States
Learn more about this agency
Next steps

Once your complete application is received, we will conduct an evaluation of your qualifications and refer candidates for selection consideration. Candidates will be referred to the hiring manager for further consideration and possible interview. You will be notified of the outcome. A selection is expected to be made within 30 calendar days from the issuance date of the certificate.

For instructions on how to check the status of your application, go to: USAJOBS Help Guide.

USAJOBS will no longer send status alert email notifications. You can check your application status in the Talent Acquisition System (TAS) by logging into USAJOBS and in the Applicant Dashboard, click the hiring agency TAS. If the TAS does not provide application tracking information, contact the agency point of contact on the job announcement.

Posting Date: July 18, 2022
Expiration Date: September 12, 2022
Contact: Gary Kopchinski 200 Constitution Ave NW Washington, District of Columbia 20210 United States
Resume Receipt: Other (see below)
How to Apply: https://www.usajobs.gov/job/663317100
ID: 9762

Appellate Law Clerk

Judiciary of the U.S. Virgin Islands

Job Type: Full-time

Job Location(s): U.S. Virgin Islands

Job Description:

Nature of Work

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

Graduation from an accredited Law School.

Posting Date: July 17, 2022

Expiration Date: August 23, 2022

Contact: Nissa Bailey
161B Crown Bay St. Thomas, 00802 U.S. Virgin Islands

Resume Receipt: Email Resume, Online

Default email address for resumes: maria.cabret@vicourts.org

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

Additional Documents Notes: Cover letter, Resume to include GPA and class rank, Law School and Undergraduate Transcripts, Three Letters of Recommendations, Two Writing Samples, and Official Transcripts, Email submissions must be in PDF Format.

Visual ID: 9610

Attorney Advisor

U.S. Department of Justice - Criminal Division (Washington, D.C.)

Position Type: Full-time

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

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

Description:

ATTORNEY ADVISOR

CRIMINAL DIVISION (CRM)
ORGANIZED CRIME AND GANG SECTION
ATTORNEY
WASHINGTON, DC 20530
UNITED STATES
22-CRM-OCGS-046

About the Office:

The Organized Crime and Gang Section oversees the Department's program to combat organized crime by investigating and prosecuting significant domestic and international organized crime groups in conjunction with Strike Force Units and U.S. Attorney's Offices around the country, and prosecuting Racketeer Influenced and Corrupt Organizations (RICO), Violent Crimes in Aid of Racketeering (VICAR) and violent crime cases against dangerous street gangs operating on regional and national levels.

Job Description:

The Criminal Division, U.S. Department of Justice, is seeking a qualified, experienced attorney for a permanent position in the Organized Crime and Gang Section located in Washington, D.C. The incumbent will work as an Attorney Advisor in the RICO Review Unit and will oversee the review and approval of indictments, complaints charging violations of the RICO, and Violent Crimes in Aid of Racketeering statutes. As an Attorney Advisor, the incumbent:

Gives advice and instruction to AUSAs on complicated questions of law and Departmental policy, including assistance in the drafting of charging instruments, motions, briefs, and jury instructions as requested;

Promotes, in collaboration with OCGS managers, the Section's program to foster effective national investigation and prosecution of organized crime and violent gang crime, including giving advice on strategy and legal complexities, policy, and legislative recommendations;

Represents the interests of the Department of Justice by fostering communication and coordination between law enforcement agencies, as well as between United States Attorney's Offices (USAOs); and

Serves as a subject matter expert, participating in, and/or providing advice on, activities related to the statutes and subject matter assigned to OCGS.

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: Interested applicants must possess a J.D., or equivalent, degree, be duly licensed and authorized to practice as an attorney under the laws of any State, territory of the United States, or the District of Columbia, and be an active member of the bar in good standing. To qualify at the GS-15 grade level, applicants must have at least four (4) years post J.D. legal experience, one of which was specialized experience at, or equivalent to, the GS-14 grade level. Examples of specialized experience include: composing pleadings, briefs and other court documents involving unique and/or difficult legal issues in civil or criminal litigation; conducting highly complex civil or criminal litigation; and/or defending or prosecuting criminal or civil RICO cases.

Salary:

The salary range for this position is \$148,484.00 to \$176,300.00 per annum, which includes locality pay. See OPM's Web page at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2022/DCB.pdf>

Travel:

Occasional travel may be required for this position.

Application Process:

The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

If you do not already have an account, please create a USAjobs account before applying. Create an Account. You will be able to upload your resume and supporting documents and complete your profile prior to applying.

Once you have an account, apply to the USAjobs vacancy: <https://www.usajobs.gov/job/664772700>

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, August 2, 2022

Number of Positions:

1

Updated July 11, 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 their retirement was due to a permanent service-connected disability or that they were transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

USAO Residency Requirement: Assistant United States Attorneys must reside in the district to which appointed or within 25 miles thereof. See 28 U.S.C. 545 for district specific information.

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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.

Posting Date: July 15, 2022

Expiration Date: August 2, 2022

Contact: Mr. Richard L. Parker
United States

Resume Receipt: Other (see below)

How to Apply: <https://www.usajobs.gov/>

ID: 9747

Civil Trial Attorney

The United States Department of Justice, Antitrust Division (Washington, D.C.)

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

CIVIL TRIAL ATTORNEY

ANTITRUST DIVISION (ATR)

ATTORNEY

WASHINGTON, DC

UNITED STATES

E22-06-005

About the Office:

The United States Department of Justice, Antitrust Division, is seeking highly qualified attorneys to serve as Trial Attorneys in its seven civil enforcement sections in Washington, DC. These sections are responsible for the enforcement of the antitrust laws, competition advocacy, and competition policy. They handle civil matters of regional, national, and international scope.

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 sections in Washington, DC, are responsible for civil antitrust investigations, enforcement, and litigation; review of merger filings; competition advocacy; and competition policy in multiple sectors of the economy, as described below:

Civil Conduct Task Force: investigating and prosecuting civil nonmerger matters across a broad range of industries.

Defense, Industrials & Aerospace Section: defense, avionics and aeronautics, industrial equipment, road and highway construction, and metals and mining and waste industries.

Financial Services, Fintech & Banking Section: financial services and technology, credit and debit cards, residential real estate services, book and ebook publishing, printing, concert ticketing, promotions, and venues.

Healthcare & Consumer Products Section: health insurance, healthcare, healthcare technology, wood products (including pulp, paper, and timber), grocery products (including dairy, bread, and beer), appliances, and retail products (including cosmetics and vitamins/supplements).

Media, Entertainment & Communications Section: broadcast media; newspapers; television and film production; audio and video streaming services; sports and recreation; gambling; and communications services, including internet, mobile wireless, commercial satellites, and telecommunications infrastructure and equipment.

Technology & Digital Platforms Section: computer hardware and software, high technology component manufacturing, internet-related businesses, and gig economy platforms.

Transportation, Energy, & Agriculture Section: aviation, railroads, trucking, ocean shipping, hotels, restaurants, travel services, electricity, oil field services, crops, seeds, fish, and livestock.

Responsibilities as a Trial Attorney in one of the Division's civil sections include merger review, civil investigations and litigation of anticompetitive conduct as well as public advocacy for policies that ensure an innovative and competitive marketplace. Attorneys in these sections frequently grapple with challenging cases involving technical complexity, technological change, barriers to entry and evolving competitive and regulatory landscapes. Attorneys in the Civil Conduct Task Force work almost exclusively on civil conduct matters, and generally do not work on merger review. Attorneys in the other civil litigating sections in DC work mostly on merger review, though will also have opportunities to work on civil conduct matters.

Qualifications:

Your resume and supporting documentation will be used to determine whether you meet the position qualifications listed in this announcement. If you are minimally qualified for this position, your resume and supporting documentation will be sent to the hiring official for employment consideration. To qualify, an applicant must:

Be a citizen of the United States;

Possess a J.D. or equivalent degree, be an active member of the bar in good standing (any U.S. jurisdiction), and have at least one year of post J.D. legal experience to qualify at the GS-12 level, one and one-half years of post J.D. legal experience to qualify at the GS-13 level, two and one-half years of post J.D. legal experience to qualify at the GS-14 level, and/or at least four years of post J.D. legal experience to qualify at the GS-15 level;

Have experience in the investigation of potential civil antitrust violations, or general federal litigation experience, including civil cases; and

Demonstrate excellent writing, analytical, and interpersonal skills.

Salary:

Candidates are being solicited at the GS-12, 13, 14 and 15 levels, with salaries up to \$176,300 per annum, depending on qualifications and experience. <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2022/general-schedule/>

Travel:

Domestic and international travel may be required.

Application Process:

Applications will be accepted until April 4, 2023. To receive consideration, please reference announcement E22-06-005, and submit a resume, description of significant antitrust experience and/or litigation experience (including your role on each matter or litigation), and a writing sample/brief (no more than 15 pages). If you are a current or recent Federal employee, you must also submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect and a copy of your latest Notification of Personnel Action (SF-50).

Please submit your application through USAJOBS (www.usajobs.gov).

If you do not already have a USAJOBS account, please create one before applying via the "Create an Account" link. You will be able to complete your profile and upload your resume and supporting documents prior to applying.

Once an account has been created, apply to the USAJOBS vacancy: <https://www.usajobs.gov/job/646656800>

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, April 4, 2023

Relocation Expenses:

Relocation expenses are not authorized.

Number of Positions:

Many

Updated July 8, 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 their retirement was due to a permanent service-connected disability or that they were transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

USAO Residency Requirement: Assistant United States Attorneys must reside in the district to which appointed or within 25 miles thereof. See 28 U.S.C. 545 for district specific information.

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Posting Date: July 15, 2022

Expiration Date: April 4, 2023

Contact: Mr. Richard L. Parker
Liberty Square Building 450 5th Street, NW Washington, District of Columbia 20530 United States

Resume Receipt: Other (see below)

How to Apply: <https://www.usajobs.gov/>

ID: 9754

Criminal Trial Attorney

The United States Department of Justice, Antitrust Division (Washington, D.C.)

Position Type: Full-time

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

Job Location(s): San Francisco, California (United States)
New York, New York (United States)
Chicago, Illinois (United States)
Washington, District of Columbia (United States)

Description:

CRIMINAL TRIAL ATTORNEY

ANTITRUST DIVISION (ATR)

ATTORNEY

UNITED STATES

E22-07-005

About the Office:

The United States Department of Justice, Antitrust Division, is seeking highly qualified attorneys to serve as Trial Attorneys in its criminal enforcement sections based in Washington DC, Chicago, New York, and San Francisco. These offices investigate and prosecute criminal violations of the federal antitrust and related laws, including those involving corporations and individual executives, and handle criminal matters of regional, national, and international scope.

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 Division's criminal enforcement program investigates and prosecutes price fixing, bid rigging, bribery, and other fraudulent schemes designed to undermine competition. Successful applicants will be given significant responsibility and have immediate involvement with matters of national importance. The attorneys hired can expect a collegial and stimulating environment working with experienced attorneys on cutting-edge matters, as well as the satisfaction of serving the public interest.

As a Trial Attorney in one of the criminal enforcement sections or offices noted above, responsibilities will include investigation and prosecution of price fixing, bid rigging, bribery, and other fraudulent schemes designed to undermine competition. These responsibilities will also include investigation of conduct designed to obstruct the government's investigation.

In furthering the work of the Division, Trial Attorneys will work closely with FBI and other law enforcement agents to develop investigative strategies; coordinate with various law enforcement agencies and offices throughout the United States and cartel agencies around the globe, and represent the United States before grand juries in districts throughout the United States and in District Court at arraignments, hearings, and trials.

Qualifications:

Your resume and supporting documentation will be used to determine whether you meet the position qualifications listed in this announcement. If you are minimally qualified for this position, your resume and supporting documentation will be sent to the hiring official for employment consideration. To qualify, an applicant must:

Be a citizen of the United States;

Possess a J.D. or equivalent degree, be an active member of the bar in good standing (any U.S. jurisdiction), and have at least one full year of post J.D. legal experience to qualify at the GS-12 level; at least one and one-half years of post J.D. legal experience to qualify at the GS-13 level; two and one-half years of post J.D. legal experience to qualify at the GS-14 level, and/or at least four years of post J.D. legal experience to qualify at the GS-15 level;

Have experience in the investigation of potential federal criminal or civil antitrust and/or white-collar criminal violations and litigation of such violations; and

Have litigation experience, including criminal and/or civil trials.

Salary:

Candidates are being solicited at the GS-12, 13, 14 and 15 levels, with salaries up to \$176,300 per annum, depending on qualifications and experience. <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2022/general-schedule/>

Travel:

Domestic and international travel may be required.

Application Process:

Applications will be accepted until April 4, 2023. To receive consideration, please reference announcement E22-07-005, and submit a resume, description of significant antitrust experience and/or litigation experience (including your role on each matter or litigation), and a writing sample/brief (no more than 15 pages). If you are a current or recent Federal employee, you must also submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect and a copy of your latest Notification of Personnel Action (SF-50).

Please submit your application through USAJOBS (www.usajobs.gov).

If you do not already have a USAJOBS account, please create one before applying via the "Create an Account" link. You will be able to complete your profile and upload your resume and supporting documents prior to applying.

Once an account has been created, apply to the USAJOBS vacancy: <https://www.usajobs.gov/job/646655900>

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, April 4, 2023

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Number of Positions:

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Updated July 8, 2022

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Department Policies

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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 their retirement was

due to a permanent service-connected disability or that they were transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

USAO Residency Requirement: Assistant United States Attorneys must reside in the district to which appointed or within 25 miles thereof. See 28 U.S.C. 545 for district specific information.

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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.

Posting Date: July 15, 2022
Expiration Date: April 23, 2023
Contact: Mr. Richard L. Parker Liberty Square Building 450 5th Street, NW Washington, District of Columbia 20530 United States
Resume Receipt: Other (see below)
How to Apply: https://www.usajobs.gov/
ID: 9753

Trial Attorney

United States Trustee Program (Memphis, TN)

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:**

TRIAL ATTORNEY

UNITED STATES TRUSTEE PROGRAM (USTP)
 OFFICE OF THE UNITED STATES TRUSTEE
 ATTORNEY
 601 WEST BROADWAY
 SUITE 512
 LOUISVILLE, KY 40202
 UNITED STATES
 TRIAL ATTORNEY-LOUISVILLE-07-2022

About the Office:

The United States Trustee Program (USTP) is a litigating component of the Department of Justice whose mission is to promote the integrity and efficiency of the bankruptcy system for the benefit of all stakeholders—debtors, creditors, and the public. As a national program with 21 regions consisting of 90 field offices, the USTP has broad administrative, regulatory, and enforcement authorities in bankruptcy cases, including chapter 7 and 13 consumer cases, family farmer chapter 12 cases, small business reorganizations, and complex chapter 11 corporate reorganizations. The USTP is the only participant in the bankruptcy process uniquely positioned to address multi-jurisdictional misconduct or other issues of national scope that give rise to systemic fraud and abuse, while also effectively combatting local matters affecting the integrity of the bankruptcy system.

We invite you to visit the USTP's Web site at <https://www.justice.gov/ust>; information on the city of Louisville can be found at <https://louisvilleky.gov/>.

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

Job Description:

The Program is seeking an attorney experienced in litigation practice and bankruptcy law to oversee bankruptcy cases filed in the federal judicial districts covered by the Region and/or field office, litigate enforcement matters on behalf of the Program, oversee private trustees, handle appellate matters, and refer criminal conduct identified in connection with bankruptcy case oversight. The Program seeks to hire and cultivate talented trial attorneys and provides them with frequent and meaningful court experience on a variety of issues arising in bankruptcy cases.

As a Trial Attorney in a field office, the typical duties include the following:

- Oversee the administration of bankruptcy cases filed in the judicial districts served by the Region and the field office;
- Litigate issues arising in chapter 11 proceedings, including those involving corporate governance, and issues arising in employment applications, fee applications, disclosure statements, and plan confirmation matters;
- Litigate civil enforcement matters arising in consumer bankruptcy cases, including discharge objections, dismissal proceedings involving debtors' ability to repay creditors, attorney misconduct matters, and nonattorney document preparation services misconduct;
- Assist with appellate matters arising in the Region and district;
- Advise and partner with the Executive Office and the United States Trustee on policy questions and legal issues of national importance arising in cases to enhance the Program's mission locally, and help develop and implement policies and strategies designed to faithfully execute a uniform application of bankruptcy law;
- Supervise private trustees in the Region who administer bankruptcy cases filed under chapter 7, 13, and 12 of the Bankruptcy Code;
- Work with a staff of bankruptcy auditors, paralegals, and support staff in the Region;
- Work with the Program's federal and state law enforcement partners to report criminal activity identified through bankruptcy case oversight;
- Provide outreach to interested constituents, and those involved in the bankruptcy system, such as the bankruptcy court, the bar, and other federal and state agencies; and,
- Work on other national projects and priorities, as assigned.

Qualifications:

Required Qualifications: Applicants must demonstrate excellent academic and professional credentials; superior oral and written communication skills; outstanding legal research, analytical, and legal reasoning skills; outstanding judgment; and, the ability to function with minimal guidance in a demanding legal environment. Further, an applicant must have a J.D. degree from an accredited law school; be an active member of the bar (any U.S. jurisdiction) in good standing; and, have at least four years post-J.D. professional legal or other relevant experience advocating on behalf of clients, interpreting, or applying provisions of

the United States Bankruptcy Code, the Federal Rules of Bankruptcy Procedure, and related laws, rules, and regulations that arise in bankruptcy cases.

Preferred Qualifications: In addition to the required qualifications listed above, the ideal candidate will have:

A demonstrated record of analyzing complex legal problems, interpreting statutory, rule, and regulatory provisions developing litigation strategies, and superior trial practice skills;
A demonstrated record of litigating complex matters including experience taking depositions, examining witnesses under oath, and propounding formal written discovery;
Outstanding organizational skills and the ability to address a broad array of issues arising in a large volume of cases;
The ability to accurately and precisely articulate the critical issues in a wide variety of cases and projects;
The ability to set, manage, and balance diverse, evolving, and challenging projects and priorities;
Demonstrated initiative and creativity;
Strong interpersonal communication skills;
Strong information technology skills, including using data bases and IT systems to manage and track work;
Experience working with or for federal agencies; and,
A commitment to the highest ethical and professional standards.

Salary:

Position is on the GS pay scale, full-time and permanent, FPL of GS-15, and possible current annual salary range is: GS-14 (\$95,973 – \$124,764); or, GS-15 (\$112,890 – \$146,757). Years and type of experience will determine the appropriate grade level.

Travel:

Periodic travel is required throughout the district, the region, and the country, depending on work assignments and for training.

Application Process:

This vacancy announcement is open to ALL U.S. CITIZENS.

To apply, interested candidates must submit as one PDF document:

A cover letter that highlights the applicant's interest in the position and addresses in detail how all qualifications are met;
A current resume that details months and years of education and employment, and states the month and year of earliest bar admission;
A short writing sample, or part of a longer writing sample (not to exceed ten pages), which should be exclusively or primarily the applicant's work and should include legal analysis;
DD Form 214, Certificate of Release or Discharge from Active Duty (Member 4 copy) (if applicable);
CTAP/ICTAP documentation (if applicable); and,
Schedule (A) documentation, (if applicable).
Email the document to: ustp.employment@usdoj.gov with the subject line Trial Attorney-Louisville-07-2022.

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.

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:

Wednesday, August 24, 2022

Relocation Expenses:

Relocation expenses may be authorized to current USTP employees only, based on USTP policy.

Number of Positions:

1

Updated July 11, 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.

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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.

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USAO Residency Requirement: Assistant United States Attorneys must reside in the district to which appointed or within 25 miles thereof. See 28 U.S.C. 545 for district specific information.

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Posting Date: July 15, 2022
Expiration Date: August 24, 2022
Contact: Mr. Richard L. Parker 200 Jefferson Avenue, Room 400 Memphis, Tennessee 38103 United States
Resume Receipt: E-mail
Default email for resumes.: ustp.employment@usdoj.gov
Additional Documents: Cover Letter, Writing Sample, Other Documents

Requested Document Notes: To apply, interested candidates must submit as one PDF document:

A cover letter that highlights the applicant's interest in the position and addresses in detail how all qualifications are met;
A current resume that details months and years of education and employment, and states the month and year of earliest bar admission;
A short writing sample, or part of a longer writing sample (not to exceed ten pages), which should be exclusively or primarily the applicant's work and should include legal analysis;
DD Form 214, Certificate of Release or Discharge from Active Duty (Member 4 copy) (if applicable);
CTAP/ICTAP documentation (if applicable); and,
Schedule (A) documentation, (if applicable).
Email the document to: ustp.employment@usdoj.gov with the subject line Trial Attorney-Louisville-07-2022.

ID: 9748

WV DHHR Legislative Affairs Counsel

WV Department of Health and Human Resources (Charleston)

Position Type: Full-time**Practice Area(s):** PUBLIC AFFAIRS/SERVICES/ADMIN**Geographic Preference:** Charleston**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

Posting Date: July 15, 2022

Expiration Date: August 15, 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://dhhr.wv.gov/Pages/default.aspx>

Resume Receipt: E-mail

Default email for resumes.: dhhrjobs@wv.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9759

Assistant Law Director

City of Marietta (Marietta Ohio)

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

Accepting Resumes for a full-time Assistant Law Director

Please be advised that the Marietta City Law Director's Office is accepting resumes for a full-time Assistant Law Director. This is an entry level position with an annual starting salary range between \$52,165.00 to \$54,517.00 (depending upon experience), plus excellent medical , dental and vision insurance, Public Employees Retirement benefits, and Deferred Compensation benefits.

The Marietta City Law Director's Office is responsible for prosecuting all cases that arise from misdemeanor crimes that are committed within Washington County, Ohio, or within the City of Marietta, Ohio, with a few exceptions. The Law Director' s Office is also responsible for drafting legislation to enact new laws for the City of Marietta. Furthermore, the Law Director's Office acts as the legal advisor to City Officials and generally represents the City of Marietta, Ohio in all legal matters. (Please review the attached job description).

If your college has a recent graduate who excelled in his or her study of law and passed the Ohio bar exam and is looking to gain experience in the legal arena, then I think the position that is open at our office offers an excellent opportunity. Our office is modern and is located in the Marietta Municipal Court building, wherefore the attorneys' offices are a few short steps away from the courtrooms. Our office provides free parking. Additionally, our office provides a professional, friendly and relaxed atmosphere.

Marietta, Ohio is a beautiful historic city located at the confluence of the Ohio River and the Muskingum River. We are located in Southeastern Ohio approximately two (2) hours southeast of Columbus, Ohio; three (3) hours east of Dayton; four (4) hours east of Cincinnati; four (4) hours southeast of Toledo; two (2) hours south of Akron; two and one-half (2-1/2) hours south of Cleveland; three and one-half (3-1/2) hours east of Highland Heights, Kentucky; two and one-half (2-1/2) hours southwest of Pittsburg, Pennsylvania; and two (2) hours southwest of Morgantown, West Virginia. Housing in this area is very affordable making this a wonderful place to reside.

Resumes should be submitted to: City of Marietta, Ohio
Office of the Law Director 259 Butler Street, Suite 200
Marietta, Ohio 45750
Or, via e-mail to: nickirogers@mariettaoh.net

Posting Date: July 13, 2022**Expiration Date:** August 31, 2022**Contact:** Nicki Rogers
Legal Assistant
259 Butler Street Suite 200 Marietta, Ohio 45750 United States**Resume Receipt:** Other (see below)**How to Apply:** Resumes should be submitted to:
City of Marietta, Ohio Office of the Law Director 259 Butler Street, Suite 200
Marietta, Ohio 45750
Or, via e-mail to: nickirogers@mariettaoh.net**ID:** 9692

Assistant Prosecutor

Mercer County Prosecutor's Office (Princeton, WV)

Position Type: Full-time
Practice Area(s): Crminal - Prosecution
Geographic Preference: Unknown
Job Location(s): Princeton, West Virginia (United States)
Description: Assistant Prosecutor Mercer County Prosecuting Attorney's Office – Princeton, West Virginia Must be a Licensed Attorney in the State of West Virginia that is in good standing with the State Bar. Prefer candidates with criminal and/or civil trial experience. Job Type: Full-time Pay: Competitive Salary Benefits: <ul style="list-style-type: none">· Health Insurance· Dental Insurance· Vision Insurance· Paid time off Send a Resume, Cover Letter, and a list of three professional references to Brian Cochran at briancochranmcpa@gmail.com
Posting Date: July 13, 2022
Expiration Date: August 16, 2022
Salary Range: Not Applicable
Contact: Brian K. Cochran Prosecuting Attorney 120 Scott Street Princeton , West Virginia 24740 United States https://www.mercercountywv.org/county-government/county-offices/prosecuting-attorney
Resume Receipt: E-mail
Default email for resumes.: briancochranmcpa@gmail.com
Additional Documents: Cover Letter, Other Documents
Requested Document Notes: Please provide three professional references upon submittal
ID: 9693

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.

Posting Date: July 13, 2022

Expiration Date: August 19, 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

2023-2025 Term Judicial Clerkship

United States Tax Court; Hon. Richard T. Morrison (Washington DC)

Position Type: Full-time

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

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

Description:

2023-2025 Term Judicial Clerkship--United States Tax Court
United States Tax Court; Hon. Richard T. Morrison (Washington, D.C.)--Washington, District of Columbia United States
Position Type:
Legal: Judicial Clerkship

Desired Class Level(s):
2L Student, 3L Student, LLM Tax Student, Alumnus/a

Description:

Judge Richard T. Morrison of the United States Tax Court in Washington, D.C., is now accepting clerkship applications for a 2023-2025 term.

Applicants should have an interest in taxation and possess strong academic credentials, superior research and writing skills, and excellent communication skills.

Applications should include a cover letter, resume, unofficial undergraduate and law school transcripts, at least one writing sample, and a list of references or letters of recommendation.

Please submit your application materials to Morrison-LCAapps@ustaxcourt.gov.

In lieu of applicants uploading letters of recommendation, recommenders may e-mail their letter of recommendation to Morrison-LCAapps@ustaxcourt.gov.

Judge Morrison reviews applications on a rolling basis and anticipates conducting phone or video interviews.

For additional information about the United States Tax Court's Law Clerk Program, please see https://ustaxcourt.gov/law_clerk_program.html.

Posting Date: July 12, 2022

Expiration Date: August 31, 2022

Contact: Melissa Jewett
Chambers Administrator to the Hon. Richard T. Morrison
District of Columbia United States

Resume Receipt: Other (see below)

How to Apply: Please submit your application materials to Morrison-LCAapps@ustaxcourt.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Requested Document Notes: Applications should include a cover letter, resume, unofficial undergraduate and law school transcripts, at least one writing sample, and a list of references or letters of recommendation.

ID: 9686

Attorney

Pullin Fowler & Flanagan (Charleston, WV)

Position Type: Full-time

Geographic Preference: Charleston

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

Description:

Pullin, Fowler, & Flanagan seeks a WV licensed attorney, preferably with two or more years' experience, for our litigation practice. We will also consider newly licensed attorneys. The candidate must possess excellent writing skills and a strong work ethic. The position is for the Charleston office only. Candidates should submit a resume and writing sample to Lori Streets Muldoon.

Posting Date: July 12, 2022

Expiration Date: August 22, 2022

Contact: Ms. Lori Streets Muldoon
Equity Member
901 Quarrier Street, James Mark Building Charleston

Resume Receipt: E-mail

Default email for resumes.: lstreets@pffwv.com

Additional Documents: Writing Sample

ID: 9687

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.

Posting Date: July 10, 2022

Expiration Date: August 16, 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.

Posting Date: July 10, 2022

Expiration Date: August 16, 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

Power Markets Advisor GS-14

Department of Energy (Washington, DC)

Job Type: Full-time

Job Location(s): Phoenix, Arizona United States

Job Description:

This position is part of the WAPA-DSW-Desert Southwest Region. As a Power Markets Advisor, you will serve as the Power Markets (Re-Marketing & Organized Markets) Program Advisor in the Desert Southwest Region (DSW), Office of the Vice President for Power Marketing.

Assignments often require the incumbent to actively participate with Power Marketing, Operations, Maintenance, managers and supervisors throughout WAPA in the formulation, coordination, and/or evaluation of re-marketing and organized energy marketing strategies and policy issues. The incumbent manages the process of formulating and implementing regional re-marketing strategies as well as assist in WAPA's organized market initiatives. The incumbent also provides technical guidance and direction to project managers as assigned to Power Marketing.

Posting Date: July 10, 2022

Expiration Date: August 14, 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/661082600>

Visual ID: 9685

Wealth Management Associate

Equitable Advisorss

Job Type: Full-time

Job Location(s): West Virginia United States

Job Description:

At Equitable Advisors, we value your ambition. We work hard to create a culture where you can move forward as fast as you're capable. Our #VP24 program is an established management track designed to help accelerate your success as a Financial Professional.

After your first year as an Equitable Advisors Financial Professional, you can join our 2-year management track and be on the path to becoming a vice president or district manager. Equitable Advisors' training systems are designed to provide you with the skills and tools you need to succeed:

- Development sessions
- Advanced coaching from peers, managers and executive leadership
- Leadership development school
- Equitable Advisors' virtual university
- Leadership meetings

Responsibilities

- Recruiting and selecting new financial sales professionals and supporting their development through training, coaching and joint-work opportunities, fostering relationships with existing experienced financial professionals
- Ensuring compliance oversight and supervision
- Exemplifies the successful financial professional profile by maintaining a sound, profitable personal and district sales practice consistent with branch and company strategy

Requirements

With a wide range of successful financial professionals, prior educational focus and professional background does not necessarily dictate success. We see success with people directly out of college, frustrated professionals looking to begin new career opportunities and those already in the financial services industry seeking a more comprehensive platform. We also seek and develop people of all backgrounds built on our proud history and focus of developing diverse talent and enabling an inclusive work environment.

- A four-year college degree *is preferred but not required*
- You will be required to attain state life and health licenses, SIE, FINRA Series 7 and 66 exams (other designations a plus)
- Results-driven, highly motivated, self-starter who possesses integrity, a strong work ethic and the desire to help others plan for and protect their financial futures
- Team player who possesses excellent interpersonal skills and communication abilities, with a high degree of self-confidence
- Ability to draw upon past/present experiences and acquaintances to develop markets and sustain long-term relationships

Note -- applicants must be authorized to work in the United States.

Benefits

- Compensation you control and a complete benefits package
- Personalized and comprehensive training and support in all areas important to building your business
- Sponsorship as well as coaching to obtain the licensing required for hire
- Ability to specialize in numerous areas from being a Certified Financial Planner, to a junior or senior partner in a firm model, to employee and executive benefits and other specialized areas of focus
- Ability to work jointly with senior joint-work partners and to be coached by top performers
- Advancement and management opportunities
- A work-life balance and access to a full suite of remote-work technology solutions

If you are looking to expand your scope of impact with the support of a leading financial services firm, let's connect!

Posting Date: July 10, 2022

Expiration Date: August 16, 2022

Contact: Amelia Sumner
1290 6th Avenue New York, New York 10104 United States

Resume Receipt: Email Resume, Online

Default email address for resumes: amelia.mack@equitable.com

Visual ID: 9577

Trial Associate (#728)

Dorsey & Whitney LLP (Minneapolis, MN)

Job Type: Full-time

Job Location(s): Denver, Colorado United States

Job Description:

Dorsey & Whitney LLP is seeking an experienced Trial Associate to join our Denver office. This associate will have the opportunity to work in all phases of litigation, from pleading through trial and appeal. This position would involve significant responsibility over pending cases, in-court experience, and active motion and trial practice. Specifically, this associate will handle the following types of tasks for complex litigation matters:

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

Qualified candidates will have:

- Two to four years of litigation experience
- Colorado bar admission, or the ability to be admitted to the Colorado bar
- Excellent research and writing skills
- Strong communication and writing skills
- Top academic credentials

For Denver applicants only (as required by the Colorado Equal Pay Act): The starting salary for associate positions in our Denver office is \$180,000. Pay is determined based on a variety of factors including, but not limited to, depth of experience in the practice area. Associates are eligible to participate in Dorsey's associate bonus program, subject to the program's conditions and restrictions.

Dorsey 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

Among Dorsey's many distinguished alumni are U.S. Supreme Court Justice Harry Blackmun, noted law professor and scholar William Prosser, Minnesota's first woman judge Betty Washburn, former U.S. Vice President and Ambassador to Japan Walter Mondale, U.S. Senator Amy Klobuchar, former Corporation Counsel of the City of New York Zachary Carter, and U.S. Secretary of Agriculture Tom Vilsack. 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)
- Top 100 Adoption-Friendly Workplace (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 612-492-5033.

Posting Date: July 8, 2022

Expiration Date: August 14, 2022

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

Resume Receipt: Other (see below)

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

Visual ID: 9684

Chief Assistant Prosecuting Attorney

Fayette County Prosecuting Attorney's Office (Fayetteville, WV)

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

The Office of the Prosecuting Attorney for Fayette County, West Virginia has an opportunity for a qualified candidate to live and work in the home county of our Nation's newest national park, the New River Gorge National Park and Preserve. We are seeking to fill the position of Chief Assistant Prosecuting Attorney. Duties will include assisting with office and employee management, the prosecution of felony and misdemeanor criminal cases and other matters, and helping to prevent the Prosecuting Attorney from embarrassing himself. Prior trial and courtroom experience required. Position includes generous benefits package with paid sick and annual leave, state recognized holidays, pension through the Public Employees Retirement System, 401(k), health insurance, dental and vision insurance. Salary up to \$90,000.00 annually and commensurate with experience. Please submit a cover letter and resume to Anthony Ciliberti, Jr., Prosecuting Attorney, at: anthony.ciliberti.pa@gmail.com. Open: July 31 Deadline: August 5

Posting Date: July 7, 2022**Expiration Date:** August 5, 2022**Contact:** Anthony Ciliberti

108 East Maple Avenue Fayetteville, West Virginia 25840 United States

Resume Receipt: E-mail**Default email for resumes.:** anthony.ciliberti.pa@gmail.com**Additional Documents:** Cover Letter**ID:** 9681

Lasch Fellows for our Criminal Defense and Immigration Law a

University of Denver Sturm College of Law (Denver Colorado)

Position Type: Fellowship

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

Job Location(s): Denver, Colorado (United States)

Description:

The University of Denver College of Law is now accepting applications for its Christopher N. Lasch Clinical Teaching Fellowship Program. A fierce advocate for social justice, a nurturing teacher and mentor, and a scholar of immense range and significance, Professor Lasch held the training of future lawyers and clinical law teachers in the highest esteem. The Christopher N. Lasch Clinical Teaching Program at the Sturm College of Law prepares talented and dedicated individuals to serve as future full-time clinical faculty members at U.S. law schools. Christopher N. Lasch Clinical Teaching Fellows ("Lasch Fellows") undertake a rigorous training program involving assignment to a particular clinic within the Student Law Office and an associated three-year course of teaching, research, and study culminating in a Master of Laws (LL.M.) degree.

This graduate fellowship program in clinical legal education offers attorneys the opportunity to gain extensive practice in law school clinical teaching under the supervision of experienced clinical faculty. Graduate fellows also complete coursework on clinical teaching methods, learn about academic legal scholarship and, with the assistance of a faculty mentor, produce publishable-quality scholarship during their residence. Fellows receive an annual stipend and are awarded an LL.M. upon their successful completion of the fellowship. It is the explicit goal of the fellowship to prepare fellows for a career in clinical teaching.

We seek Lasch Fellows to commence in fall 2022, one to serve in each of the following two clinics: (1) the Criminal Defense Clinic (CDC), which primarily represents low-income people charged with a wide variety of misdemeanor crimes and municipal ordinance violations; and (2) the Immigration Law & Policy Clinic (ILPC), in which students represent indigent, detained clients in immigration court removal proceedings, through appellate advocacy at the Board of Immigration Appeals and federal circuit courts, and on other litigation matters such as post-conviction relief and federal habeas litigation.

Key Responsibilities

- Supervision of second- and third-year law students, with the goals of training students to become ethical, effective, and compassionate advocates and of delivering outstanding client representation
- Classroom teaching and curriculum development, in collaboration with the Faculty of the respective clinics
- These fellowships will commence in the summer of 2022. The fellows will directly supervise J.D. students enrolled in one of these clinics, first as a co-supervisor with clinic faculty and then on their own. The fellow also assists in teaching clinic seminars and performs work on their own client matters. Additionally, fellows enroll in a clinical pedagogy seminar and other activities designed to support an interest in clinical teaching and legal education. In addition to the above requirements, to complete the degree, the fellow must write a law review article of publishable quality.

Required Qualifications and Experience

JD or equivalent degree

Excellent written and oral communication skills

At least three (3) years of practice experience in relevant areas of law

Strong interest in clinical teaching, with a commitment to inclusive teaching methods designed to effectively engage a diverse student population

Membership in the Colorado Bar or willingness to petition for admission prior to the start date of the fellowship

Note: Colorado permits lawyers teaching in a law school clinical program to waive into the bar.

Preferred Qualifications and Experience

Teaching, training, or supervision of law students or early-career lawyers

Experience with criminal defense, with a particular focus on pre-trial and trial litigation (in the case of the CDC)

Experience with immigration law, with particular focus on removal proceedings (in the case of the ILPC)

Salary:

The salary for this position is \$57,500 in Year 1, \$60,000 in Year 2, and \$62,500 in Year 3.

The University of Denver has provided a compensation range that represents its good faith estimate of what the University may pay for the position at the time of posting. The University may ultimately pay more or less than the posted compensation range. The salary offered to the selected candidates will be determined based on factors such as the qualifications of the selected candidates, departmental budget availability, internal salary equity considerations, and available market information, but not based on a candidate's sex or any other protected status.

Benefits:

Lasch Fellows are eligible for the University of Denver's comprehensive benefits package, including medical, dental, paid time off, tuition benefit, and transit pass. Lasch Fellows receive a waiver of all tuition and fees associated with the LL.M. program in which they are enrolled, as well as a professional development budget. As full-time students, Lasch Fellows also may qualify for deferment of their student loans and/or loan repayment assistance from their law schools.

How to apply: To apply, please email the following application materials to Laurie Saraceno (Administrative Director, Clinical Programs) at lsaraceno@law.du.edu, using "Lasch Fellow / CDC", or "Lasch Fellow / ILPC" as the subject line.

Resume

List of at least three (3) references

Statement of interest of no more than two pages addressing (a) why you are interested in the fellowship; (b) what you can contribute to the clinic in which you are interested; (c) your experience with the area(s) of law in which the clinic practices and with public interest/social justice work; (d) your future professional goals; and (e) anything else you consider pertinent.

Deadline: The application deadline is August 15, 2022, with preference given to applications received by August 1, 2022, and all applications considered on a rolling basis.

Posting Date: July 7, 2022

Expiration Date: August 15, 2022

Contact: Patience A Crowder
Associate Professor of Law
2255 E. Evans Ave Denver , Colorado 80208 United States

Resume Receipt: E-mail

Default email for resumes.: lsaraceno@law.du.edu

Additional Documents: Other Documents

Requested Document Notes: To apply, please email the following application materials to Laurie Saraceno (Administrative Director, Clinical Programs) at lsaraceno@law.du.edu, using "Lasch Fellow / CDC", or "Lasch Fellow / ILPC" as the subject line.

1. Resume
2. List of at least three (3) references
3. Statement of interest of no more than two pages addressing (a) why you are interested in the fellowship; (b) what you can contribute to the clinic in which you are interested; (c) your experience with the area(s) of law in which the clinic practices and with public interest/social justice work; (d) your future professional goals; and (e) anything else you consider pertinent.

ID: 9682

Judicial Law Clerk – Term (2022 – 2023)

U.S. Bankruptcy Court Western District of Pennsylvania (Pittsburgh, PA)

Position Type: Full-time
Geographic Preference: Northeast (ME, NH, VT, MA, CT, RI, NY, NJ, PA)
Job Location(s): Pittsburgh, Pennsylvania (United States)
<p>Description:</p> <p>Position: Judicial Law Clerk – Term (2022 – 2023) Annual Salary: \$68,323 - \$97,378 (depending upon qualifications), JS 11-13 Position Location: Pittsburgh, PA Application Deadline: Open until filled. However, priority will be given to materials received by 5 p.m. on July 29, 2022. Available: Immediately Position Summary, Requirements, and Duties: The United States Bankruptcy Court for the Western District of Pennsylvania (the "Court") is accepting applications for a full-time Judicial (Term) Law Clerk reporting to Judge Jeffery A. Deller in our Pittsburgh office. The position involves extensive research and writing on a wide range of issues that arise in or relate to federal bankruptcy proceedings. The successful candidate will substantively review pleadings assist the Court at hearings and trials, prepare bench memos, draft opinions and orders on pending matters, interface with the bar and other constituencies, and perform additional duties including: verifying citations, managing the case docket, office management, prepare educational materials utilizing PowerPoint and other forms of media, and will perform other legal and administrative duties as assigned. This is a one-year appointment, available immediately. For consideration, applicants must be law school graduates with strong academic records (graduating in the top 25% of their law school class) and possess excellent legal research, analytical, and writing skills. Preference will be given to those who possess at least two years of post-graduate legal work experience. The ability to conduct computer-assisted legal research and word processing is required. Applicants should possess and demonstrate familiarity with MS Office (primarily Word, Excel, and PowerPoint). Excellent interpersonal and organizational skills (including the ability to manage multiple tasks, be a self-starter, and to meet deadlines), professionalism, and adherence to ethical rules and confidentiality are essential. Benefits: The selected applicant is eligible for a choice of health, dental, and vision insurance coverage from a variety of plans. Participation in the Federal Health Insurance, Life Insurance, and Flexible Spending Plans is optional. The selected applicant will be paid ten (10) holidays per year. Page 1 of 2 All applicants must be a U.S. citizen or be eligible to work in the United States. All appointments subject to FBI Fingerprint Background Check, with periodic reinvestigation, if applicable. All appointments also subject to mandatory electronic funds transfer. Miscellaneous: Employees of the Court serve under "Excepted Appointment" and are considered "At-Will" employees. This position is considered a sensitive position. Appointment is provisional and retention is contingent upon the successful completion of an appropriate background check.</p> <p>How to Apply: Qualified candidates may submit application materials through OSCAR, the central online system at: https://oscar.uscourts.gov. At the home page, click on the Registration tab and follow the Applicant instructions. Applicants will be required to submit a cover letter, resume, writing sample, law grade sheet or transcript, and two reference letters. Before an offer of employment is made, references must be provided for any current and previous places of employment.</p> <p>Please DO NOT CALL OR E-MAIL the Court inquiring about the position. Due to the anticipated high volume of applications, the Court cannot respond to inquiries. Only qualified applicants will be considered for this position. Participation in the interview process will be at the applicant's own expense and relocation expenses will not be provided. The Court reserves the right to modify the conditions of this job announcement, to withdraw the announcement or to fill the position, any of which may occur without prior written or other notice.</p>
Posting Date: July 6, 2022
Expiration Date: August 6, 2022
Contact: Jeffery Deller U.S. Steel Tower 54th Floor 600 Grant Street Pittsburgh, Pennsylvania 15219 United States
Resume Receipt: Other (see below)
How to Apply: https://oscar.uscourts.gov/
Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample, Other Documents

Requested Document Notes: Applicants will be required to submit a cover letter, resume, writing sample, law grade sheet or transcript, and two reference letters. Before an offer of employment is made, references must be provided for any current and previous places of employment.

ID: 9679

Attorney - Public Defender Services

West Virginia Public Defender Services (West Virginia)

Position Type: Full-time

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

Description:

Public Defender Services Habeas Corpus Division is Hiring

Our mission is to provide quality representation to indigent clients throughout the state who are pursuing a state habeas corpus action. The main objective is to bring constitutional challenges to the criminal convictions of appointed clients. The position will require travel and practice in circuit courts throughout the state. In addition, interested candidates should enjoy legal writing and working in a collaborative setting.

Trial court experience is preferred. This is a state position with state benefits. Salary will be based on experience.

Please send resume, cover letter, writing sample

Posting Date: July 5, 2022

Expiration Date: August 8, 2022

Contact: Crystal I. Walden
1900 Kanawha Blvd., East, Building 3, Room 330 Charleston, West Virginia 25305 United States

Resume Receipt: E-mail

Default email for resumes.: crystal.i.walden@wv.gov

Additional Documents: Cover Letter, Writing Sample

ID: 9678

Circuit Judge Law Clerk for the Honorable Judge Jay M. Hoke

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): Hamlin, West Virginia (United States)

Description:

TWENTY-FIFTH JUDICIAL CIRCUIT COUNTY
EMPLOYMENT OPPORTUNITY
Hamlin, West Virginia
Position open July 2022 (Posted 6-30-2022)

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 Jay M. Hoke. This position works under the direct supervision of Judge Jay M. Hoke in the Twenty-Fifth Judicial Circuit, Lincoln 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 \$53,496.00, plus benefits, and the annual salary for those who are members of the West Virginia State Bar is \$62,088.00, 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 Jay

M. Hoke. 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, 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.

Application Process

To apply for this position, please direct the following application materials to the Law Clerk Program Coordinator at Cassie.Long@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.

Posting Date: July 5, 2022

Expiration Date: August 5, 2022

Contact: Cassie Long
Building 1, Room E-100 1900 Kanawha Boulevard, East Charleston, West Virginia 25305 United States

Resume Receipt: E-mail

Default email for resumes.: Cassie.Long@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),

ID: 9676

Associate Attorney

Immigration Lawyers, PC (Chicago, IL)

Job Type: Full-time

Job Location(s): Chicago, Illinois United States

Job Description:

A well established full service immigration law firm in Chicago is seeking an Associate Attorney with 1-2 years of experience, preferably in immigration law. Candidate's responsibilities will include drafting various employment and family based immigration documents and immigration court motions, conducting research of immigration rule and regulation changes, occasional appearance at Immigration Court and Homeland Security, file management from inception to finish, liaison with clients of case progress.

The ideal candidate needs to possess a strong academic background, ambition and eagerness to learn, entrepreneurship, and leadership skills. Candidates must also be organized, enthusiastic, detail-oriented, and have excellent written and oral communication skills. Foreign language skills in major foreign languages a big plus.

This attorney position is a full-time salaried position with competitive benefits. This position has partnership career path. Licensed in any 50 U.S. states. Candidates are encouraged to submit their resume, law school transcript and writing sample.

foreign language skills such as Spanish a big plus must be licensed

Posting Date: July 1, 2022

Expiration Date: August 7, 2022

Contact: Charles Cui
Attorney at Law
5519 N Cumberland Ave Chicago, Illinois 60656 United States

Resume Receipt: Online

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Visual ID: 9674

IMMIGRATION ATTORNEY

Catholic Charities Michigan (Grand Rapids Michigan)

Position Type: Full-time

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

Job Location(s): Grand Rapids, Michigan (United States)

Description:

IMMIGRATION ATTORNEY-LIMITED ONE YEAR TERM EMPLOYMENT (FULL-TIME) - CEDAR RAPIDS

Catholic Charities is looking to expand our ability to provide quality, affordable legal services to newly-arrived Afghan parolees and their families in the Cedar Rapids metro area. Qualified applicants should have a JD degree and be in good standing. Other preferred experience such as prior immigration law experience, specifically in the field of humanitarian asylum law is a plus. The position will be located in Cedar Rapids. We offer a competitive salary and along with professional development including:

- paid Iowa BAR membership fees,
- paid American Immigration Lawyers Association (AILA) membership,
- paid professional liability insurance and
- assistance with CLE's.

Benefits include 4 weeks vacation, paid sick time program, and health/dental coverage. Email your resume and cover letter to Human Resources at DBQCHR@DBQARCH.ORG.

Posting Date: June 30, 2022

Expiration Date: August 31, 2022

Contact: Sahar Mahmoud Taman
Esq.
40 Jefferson Ave SE Grand Rapids, Michigan 49503 United States

Resume Receipt: Other (see below)

How to Apply: . Email your resume and cover letter to Human Resources at DBQCHR@DBQARCH.ORG

Additional Documents: Cover Letter

ID: 9669

Underwriter, Representations & Warranties Insurance (R&W)

Liberty Mutual Insurance

Job Type: Full-time

Job Location(s): United States

Job Description: Liberty Mutual's Global Risk Solutions strategic business unit has centralized its vast mergers & acquisitions (M&A) insurance solutions expertise into its Global Transaction Solutions group (GTS).

GTS is one of the largest global M&A insurance teams in the industry. With more than 80 specialists, we have helped facilitate over 500 M&A deals a year on average—successfully insuring thousands of transactions since our inception.

About Liberty Mutual Insurance Group

Liberty Mutual is the 6th largest global insurer based on 2020 gross written premium, with over 45,000 employees in 29 countries and economies around the world. Our purpose is to help people embrace today and confidently pursue tomorrow. The promise we make to our customers throughout the world is to provide protection for the unexpected, delivered with care. We achieve this by offering a full range of personal, commercial, and specialty Property & Casualty insurance coverages. Our customers' trust has earned us the 71st position on the Fortune 100 list of largest corporations in the U.S. based on 2020 revenue.

Find out what it takes to be part of a global Fortune 100 company that exists to help people embrace today and confidently pursue tomorrow: www.libertymutualinsurance.com

- Global company.
- Competitive salary and benefits.
- Career development opportunities.
- Team-work culture.

The R&W underwriter role provides a rare opportunity to develop your career as part of a market-leading, dedicated team of underwriting professionals. We are looking for an intelligent and enthusiastic candidate to underwrite transactional risk insurance products, specializing in R&W insurance. The successful candidate will be a key member of GTS' U.S. M&A team and will undertake a meaningful role in expanding our business, including building relationships with clients, brokers and law firms in the North American region.

GTS is proud of its reputation for training and developing staff and as such, this role offers great potential for an individual with a strong M&A/corporate legal background interested in establishing or further developing expertise in this exciting and growing sector of the insurance market. The successful candidate will attend to the following responsibilities:

- Conduct business and legal review of public and private M&A deals, including analysis of risk, reviewing transaction documents, disclosure process, diligence reports and discussions with the deal team as part of underwriting R&W insurance policies.
- Assess insurability of risk and negotiate and draft policies for insured risks.
- Cultivate and form relationships with M&A production and distribution sources, with focus on brokers, law firms, private equity firms, investment banks, and accounting firms.
- Travel within the region for client visits, with periodic travel to regional North American offices and occasional international travel.
- Mentoring and development of junior members of the team.

- Previous legal M&A experience (2-4 years) at a reputable law firm, accounting firm, investment bank or in-house M&A counsel role at a fortune 500 company. - Sound decision making and analytical skills. - Excellent verbal and written communication skills. - Strong negotiation skills. - Strong legal drafting skills and broad understanding of legal concepts (including negotiating representations/warranties and indemnities in a purchase agreement. - Interpersonal and relationship building skills. - Business, financial and risk awareness/understanding a plus. - Juris Doctor strongly preferred.

Posting Date: June 30, 2022

Expiration Date: August 6, 2022

Contact: Matthew Barber
Senior Recruiter
175 Berkeley Street Boston, Massachusetts 02116 United States

Resume Receipt: Other (see below)

How To Apply: <https://careers-libertymutual.icims.com/jobs/47116/underwriter%2c-representations-%26-warranties-insurance-%28r%26w%29---grs/job?mode=view>

Visual ID: 9668

Law Clerk

New Jersey Courts

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:

Judge Brogan at our Passaic County vicinage is seeking a law clerk for court term 2022-2023. If you know of any interested law school graduates please have them submit at their application materials (resume, cover letter, transcripts, writing sample) to Michael Cervino at michael.cervino@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

Judge information:

Judge Thomas Brogan (Civil Division)

Superior Court of New Jersey

77 Hamilton Street 3rd Floor

Paterson, NJ 07505

Posting Date: June 28, 2022

Expiration Date: August 31, 2022

Contact: Melodia Juillet
25 Market Street Trenton, New Jersey 08625 United States

Resume Receipt: Other (see below)

How to Apply: michael.cervino@njcourts.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Requested Document Notes: resume, cover letter, transcripts, writing sample) to Michael Cervino at michael.cervino@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

ID: 9661

Law Clerk

New Jersey Courts

Position Type: Full-time

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

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

Description:

Judge Bury at our Hunterdon Somerset & Warren vicinage is seeking a law clerk for court term 2022-2023. If you know of any interested law school graduates please have them submit at their application materials (resume, cover letter, transcripts, writing sample) to Nancy Carey at nancy.carey@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

Also, this vicinage will be expecting three additional judges who will be taking the bench come July. So, they will be using this pool to hire for the additional law clerks for the incoming judges.

Judge information:

Judge Bradford Bury (Family Division)

Hunterdon County Justice Center

Flemington, NJ 08822

Posting Date: June 28, 2022

Expiration Date: August 31, 2022

Contact: Melodia Juillet
25 Market Street Trenton, New Jersey 08625 United States

Resume Receipt: Other (see below)

How to Apply: application materials (resume, cover letter, transcripts, writing sample) to Nancy Carey at nancy.carey@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Requested Document Notes: resume, cover letter, transcripts, writing sample) to Nancy Carey at nancy.carey@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

ID: 9662

Judicial Clerk - Judge Matish

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):** Clarksburg, West Virginia (United States)**Description:**

The Administrative Office of
The Supreme Court of Appeals of West Virginia
Position Announcement
FIFTEENTH JUDICIAL CIRCUIT HARRISON COUNTY
EMPLOYMENT OPPORTUNITY
Clarksburg, West Virginia
Position opens 8/1/2022 (Posted 10-26-2021)
The Position

The Administrative Office of the Supreme Court of Appeals of West Virginia ("AO") is now accepting resumes for the position of Circuit Judge Law Clerk for the Honorable Judge James A. Matish. This position works under the direct supervision of Judge James A. Matish in the Fifteenth Judicial Circuit, Clarksburg, WV. This is a one year salaried, term position, beginning August 2022 and ending August 2023.

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 James A. Matish. The position is a unique opportunity to learn court operations from the inside out, and gain invaluable "real life" practical experience while working in a challenging, high volume, highly-variable and fast-paced environment.

Minimum Qualifications: A successful candidate must possess excellent legal research and writing skills.

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

All circuit judge law clerks must 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 Cassie.Long@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.

Posting Date: June 24, 2022
Expiration Date: August 22, 2022
Contact: Cassie Long 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
ID: 9647

Procurement Contract Specialist

Antero Resources (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:

Procurement Contract Specialist
Full-time RegularOther Non ExemptWest Virginia Bridgeport, Bridgeport, WV, US
1 ATTACHMENTS
8 days agoRequisition ID: 1198APPLY
Position Summary

Ensure that there are written agreements with all of the Company's contracted service providers and suppliers, and there is uniformity across those documents to mitigate risk. Interact directly with in-house and, where necessary, outside counsel to advise the Company on legal rights, obligations and responsibilities in connection with the Company's service contracts, claim liability, investigations, and legal proceedings arising from service contracts. Develop tools to identify vendors/service providers who are noncompliant with the standards set forth in the Company's contractor management system and communicate findings with those organizations as well as with internal parties. Deliver excellent service to internal and external stakeholders in support of operations.

Essential Duties and Responsibilities

Provide guidance with respect to various types of field level service and supply contracts and related compliance matters. Coordinate with in-house counsel, and where necessary, oversee the activities of and engage with outside counsel with respect to drafting of such contracts.

Support the Company's Master Service Agreement (MSA) and insurance risk management program, including contractor compliance. Maintain contract repository for in force agreements and monitor contractor compliance through the Company's contractor management system.

Communicate with contractors, suppliers and Company employees regarding the Company's insurance requirements, requests for variances and related insurance and licensing compliance matters.

Work with others in the Procurement Department and with project managers to properly onboard new service providers and suppliers.

Uphold a strict level of confidentiality, handle sensitive and confidential information with discretion.

Track and maintain the records for the following types of contracts outside of traditional field service providers and suppliers such as office leases, rig contracts, and IT agreements.

Maintain direct communication with vendors/service providers regarding the onboarding process, to include answering questions regarding insurance requirements and other matters contained in the Company's applicable master services/purchase order agreement. Coordinate and communicate contract renewals.

Help develop, update, and maintain process documentation, procedures, and policies to ensure consistent practice and training on MSA and insurance compliance related issues. Help educate Company employees and contractors regarding same.

Initiate and assist with negotiation and management of master services agreements with suppliers and service providers across several departments.

Prepare, distribute and manage approved vendor reports.

Other Duties and Responsibilities

Prepare credit applications requested by vendors.

Assist field with work scope requests related to service contracts, invoicing, and safety and compliance requests.

Participate in regular audits of contractor invoices to ensure compliance with MSA's and work orders, and assist with spend data analysis to identify and minimize maverick spends.

Perform other duties as assigned.

Qualifications

Required Education, Experience, Licensure

Bachelor's Degree from an accredited institution.

Preferred Education, Experience, Licensure

Juris Doctor from an accredited law school.

At least two (2) years of experience performing legal review/drafting commercial contracts or litigating disputes involving commercial contracts.

At least two (2) years of experience in contract administration, vendor onboarding or strategic sourcing in a Procurement department preferably within an upstream or midstream oil and natural gas company.

Required Core Competencies – Knowledge, Skills, and Abilities

Strong understanding of contracting principles with ability to review, comprehend, and analyze commercial contracts.

Excellent verbal and written communication skills.

Demonstrate and apply strategic skills in decision making.

Good interpersonal skills with proven ability to establish and maintain effective working relationships.

Well organized with ability to multi-task and manage competing priorities.

Good attention to detail, problem solving, and follow up skills.

Ability to provide excellent service to internal and external stakeholders.

Supervisory Responsibilities

Functions as an individual contributor with no supervisory responsibilities.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Job is performed in an office setting with exposure to computer screens and requires regular use of a computer, keyboard, mouse, and multi-line telephone system.

The noise level in the work environment is usually quiet.

Specific vision abilities required by this job include close vision, distance vision and ability to adjust focus.

Physical Demands

The employee is regularly required to sit, stand, walk, and reach with hands and arms.

The employee will minimally lift, push, carry and/or move up to 25 pounds.

Travel Requirements

Minimal travel may be required to other locations.

The above declarations are not intended to be an all-inclusive list of the duties and responsibilities of the job described, nor are they intended to be such a listing of the skills and abilities required to do the job. Rather, they are intended only to describe the general nature of the job.

Posting Date: June 24, 2022

Expiration Date: August 31, 2022

Contact: Tim Rady
Esq

535 White Oaks Boulevard Bridgeport, West Virginia 26330 United States

Resume Receipt: Other (see below)

How to Apply: https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=be841b2c-7fe9-4b77-bda5-63263ad0f62b&ccId=19000101_000001&jobId=440750&lang=en_US&source=CC4

ID: 9645

Assistant Public Defender

2nd Judicial Circuit Public Defender Corporation (Moundsville, WV)

Position Type: Full-time

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

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

Description:

The 2nd Judicial Circuit Public Defender Corporation has an opening for an Assistant Public Defender position at our office in Moundsville. The starting annual salary will be in the range of \$50,000.00 to \$55,000.00, plus benefits. Resumes may be sent to the attention of the Chief Public Defender (me) by email at b.ferro.pdc2@gmail.com, fax at (304) 843-4076, or snail mail at 509 7th Street; Moundsville, WV 26041

Posting Date: June 23, 2022

Expiration Date: August 31, 2022

Contact: Brett M. Ferro
Chief Public Defender
509 7th Street Moundsville, West Virginia 26041 United States

Resume Receipt: E-mail

Default email for resumes.: b.ferro.pdc2@gmail.com

ID: 9644

Five openings - Energy Associates and Litigation Associates

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): , Nationwide (United States)

Description:

Energy Associate, Charleston

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.

Litigation Associate, Bridgeport

Step toe & Johnson PLLC is seeking a litigation associate with at least 1 year of experience for its Bridgeport, WV, office. Qualified candidates should have litigation experience commensurate with time in practice, strong writing and analytical skills, excellent academic credentials, and a desire to appear in court. Experience with litigation in federal courts and experience with complex, high-profile, high-dollar litigation is particularly helpful. License to practice in WV is required. We offer a competitive starting salary and a comprehensive benefits package, along with opportunity for advancement.

Litigation Associate, Charleston

Step toe & Johnson PLLC is seeking a litigation associate with at least 1 year of experience for its Charleston, WV, office. Qualified candidates should have litigation experience commensurate with time in practice, strong writing and analytical skills, excellent academic credentials, and a desire to appear in court. Experience with litigation in federal courts and experience with complex, high-profile, high-dollar litigation is particularly helpful. License to practice in WV is required. We offer a competitive starting salary and a comprehensive benefits package, along with opportunity for advancement.

Litigation Associate, Huntington

Step toe & Johnson PLLC is seeking a litigation associate with at least 1 year of experience for its Huntington, WV, office. Qualified candidates should have litigation experience commensurate with time in practice, strong writing and analytical skills, excellent academic credentials, and a desire to appear in court. Experience with litigation in federal courts and experience with complex, high-profile, high-dollar litigation is particularly helpful. License to practice in WV is required. We offer a competitive starting salary and a comprehensive benefits package, along with opportunity for advancement.

Litigation Associate, Morgantown

Step toe & Johnson PLLC is seeking a mid-level Associate with 3+ years of experience to join our busy litigation practice in Morgantown, WV. Prior defense experience is required, and the ideal candidate will have the ability to conduct and defend depositions, draft various briefings and pleadings, develop case strategy and handle extensive contact with client representatives and opposing counsel. Proven business and client development skills are preferred. We offer a competitive starting salary and a comprehensive benefits package, along with opportunity for advancement.

Apply with: resume, cover letter, writing sample, and transcript, to:

Mary Jane Ashley

Coordinator, Recruiting & Professional Development
Step toe & Johnson PLLC

1000 Swiss Pine Way Suite 200

Morgantown, WV 26501

Posting Date: June 23, 2022

Expiration Date: September 23, 2022

Contact: Mary Jane Ashley
Coordinator, Recruiting & Professional Development
1000 Swiss Pine Way, Suite 200 Morgantown, West Virginia 26501 United States

Resume Receipt: E-mail

Default email for resumes.: maryjane.ashley@stephoe-johnson.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9643

Associate Attorney

Lyne Ranson Law Office, PLLC (Charleston)

Position Type: Full-time

Practice Area(s): LAW

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

Description:

Prestigious Family Law firm in Charleston is seeking an eager, self-motivated attorney to practice family law. No experience necessary --will train. Organizational and writing skills are very important. Salary negotiable. Email your resume to Lyne@LyneRanson.com

Posting Date: June 16, 2022

Expiration Date: August 30, 2022

Contact: Ms. Lyne Ranson

owner and senior attorney

1528 Kanawha Blvd., East Charleston, West Virginia 25311 United States

<http://lyneranson.net>

Resume Receipt: E-mail

Default email for resumes.: lyne@lyneranson.com

Additional Documents: Cover Letter, Unofficial Transcript

ID: 6516

Attorney

Lyne Ranson Law Office, PLLC (Charleston)

Position Type: Full-time

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

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

Description:

Seeking full time attorney in Charleston, WV with an interest in family law. Organizational and writing skills are very important. Experience is not necessary and will train an attorney in this field. The firm is looking for an eager, aggressive candidate who wants to move up. Salary is negotiable based on experience

Posting Date: June 16, 2022

Expiration Date: August 30, 2022

Contact: Ms. Lyne Ranson
owner and senior attorney
1528 Kanawha Blvd., East Charleston, West Virginia 25311 United States
<http://lyneranson.net>

Resume Receipt: E-mail

Default email for resumes.: lyne@lyneranson.com

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 7134

Multiple Attorney Vacancies & Volunteer Legal Internships

U.S. Department of Justice (Washington, D.C.)

Position Type: Full-time

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

Description:

Below is a list of current attorney and legal internship vacancies at the U.S. Department of Justice. Please post on your internal sites and distribute to any interested audience, including law student organizations and other affinity groups.

As the federal agency whose mission is to ensure the fair and impartial administration of justice for all Americans, the Department of Justice is committed to fostering a diverse and inclusive work environment. To build and retain a workforce that reflects the diverse experiences and perspectives of the American people, we welcome applicants from the many communities, identities, races, ethnicities, backgrounds, abilities, religions, and cultures of the United States who share our commitment to public service. We welcome applications from candidates who are interested in positively contributing to Justice and hope that you will consider joining the dedicated public servants at the Department of Justice. To learn more about Justice and our legal careers, please visit our website at <https://www.justice.gov/legal-careers>.

Hiring Organization	Job Title
State	
Posted/ Updated	
USAO District of Maryland	Assistant United States Attorney
Maryland	
June 15, 2022	
USAO Eastern District of Arkansas	
AUSA	
Arkansas	
June 15, 2022	
Civil Division (CIV)	Law Student Volunteer
District of Columbia	
June 15, 2022	
USAO District of Alaska	Law Student Volunteer, Summer
Alaska	
June 15, 2022	
USAO Northern District of Georgia	ATTORNEY
Georgia	
June 15, 2022	
Federal Bureau of Prisons (BOP)	Attorney Advisor
Georgia	
June 15, 2022	
Drug Enforcement Administration (DEA)	Attorney Advisor (General)
Virginia	
June 15, 2022	
Criminal Division (CRM)	Trial Attorney (Health Care Fraud)
California	
June 15, 2022	
Criminal Division (CRM)	Trial Attorney (Health Care Fraud)
District of Columbia	
June 15, 2022	
USAO Eastern District of Arkansas	Law Student Volunteer, Term Fall 2022
Arkansas	
June 15, 2022	
USAO Southern District of Iowa	Assistant United States Attorney

Iowa
June 15, 2022
USAO District of Montana
Attorney
Montana
June 14, 2022
Federal Bureau of Prisons (BOP)
Attorney Advisor
California
June 14, 2022
USAO Western District of Washington
Assistant United States Attorney
Washington
June 14, 2022
USAO Western District of New York
Assistant United States Attorney
New York
June 14, 2022
Criminal Division (CRM)
Trial Attorney (Special Matters Unit)
District of Columbia
June 14, 2022
Executive Office for Immigration Review (EOIR)
In-Person Fall 2022 Volunteer Legal Internship
Maryland
June 14, 2022
National Security Division (NSD)
Law Student Volunteer, Spring 2023/Summer 2023 /Fall 2023, Office of Law and Policy
District of Columbia
June 14, 2022
USAO District of Arizona
LAW STUDENT VOLUNTEER, SPRING 2023 PHOENIX
Arizona
June 13, 2022
USAO District of Arizona
LAW STUDENT VOLUNTEER SPRING 2023 TUCSON
Arizona
June 13, 2022
USAO District of Nebraska
Attorney
Nebraska
June 13, 2022
USAO Middle District of North Carolina
Assistant United States Attorney
North Carolina
June 13, 2022
USAO Northern District of Georgia
Attorney
Georgia
June 13, 2022
Civil Division (CIV)
Affirmative Civil Enforcement (ACE) Assistant United States Attorney
Tennessee
June 10, 2022
USAO Northern District of Alabama
Assistant United States Attorney
Alabama
June 10, 2022
Hiring Organization
Job Title
State
Posted/ Updated
USAO Northern District of Florida
Assistant United States Attorney (Criminal)
Florida

June 10, 2022

Posting Date: June 16, 2022

Expiration Date: August 31, 2022

Contact: Mr. Richard L. Parker
Washington, District of Columbia United States

Resume Receipt: Other (see below)

How to Apply: <https://www.justice.gov/legal-careers>.

ID: 9628

Director of Government Affairs

WV Association for Justice (Charleston, 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:

Job Announcement

Director of Government Affairs

Founded in 1959, the West Virginia Association for Justice is a voluntary bar association for attorneys licensed to practice in West Virginia and paralegals. WVAJ and its members are committed to protecting access to our state and federal courts, the civil justice system, and our 7th Amendment right to trial by jury in civil cases. WVAJ members seek justice in our courts for those who have been harmed physically and financially by the conduct and negligence of others.

WVAJ's Director of Government Affairs will serve as the association's primary lobbyist and manage its governmental affairs. Responsibilities include tracking, drafting, and influencing state legislation and amendments impacting the practice of civil plaintiffs law in West Virginia; building relationships with all members of the West Virginia Legislature, legislative staff, governor's office and state agencies, and coalition partners; and managing WVAJ members who volunteer to assist at the capitol. Qualifications include: bachelor's degree required; graduate degree or Juris Doctorate preferred; at least five years of legislative lobbying and/or staff experience preferred; flexible work hours; excellent written and oral communications skills; can manage multiple issues and deadlines; ability to work effectively in the state's bipartisan political climate; and coalition building. Salary and benefits commensurate with experience.

For more information and to apply: www.wvaj.org/2022GovernmentalAffairsDirector.

Beth A. White CAE

executive director

West Virginia Association for Justice

208 Capitol Street, Suite 100

Charleston, West Virginia 25301

(304)344-0692 Office

(304)389-8587 Mobile

bethwhite@wvaj.org

Posting Date: June 15, 2022

Expiration Date: August 31, 2022

Contact: Beth White
Executive Director
208 Capitol Street Suite 100 Charleston, West Virginia 25301 United States

Resume Receipt: E-mail

Default email for resumes.: bethwhite@wvaj.org

ID: 9625

Staff Attorney

Maryland Legal Aid (Cumberland MD)

Position Type: Full-time**Geographic Preference:** Mid-Atlantic (DE, MD, DC, VA)**Job Location(s):** Cumberland, Maryland (United States)**Description:**Staff Attorney
Full Time

Requisition ID: 2027

Allegany/Garrett Office, Cumberland, MD, US

****A RESUME AND COVER LETTER ARE REQUIRED TO APPLY FOR THIS POSITION****

Maryland Legal Aid (MLA) announces the availability of a full-time staff attorney position in its Allegany/Garrett Maryland office, located in Cumberland, Maryland. Maryland Legal Aid has been awarded a one-year renewable grant to provide legal services to job training participants in and around the city of Cumberland and the western Maryland counties. The Maryland Workforce Legal Services project attorney will conduct "legal check-ups" of participants of the training programs, file petitions to expunge criminal records where appropriate, address other civil legal needs of participants, and develop expertise in child support matters and other substantive areas identified as creating barriers to achieving meaningful employment. The attorney will work closely with the Western Maryland American Job Center, located in Cumberland, and with various other partners throughout the western Maryland region.

Duties and Responsibilities:

Screen training program participants for eligibility and make referrals, as appropriate;
 Conduct preliminary and subsequent interviews with participants and administer "legal checkups" to comprehensively assess participants' needs for civil legal services;
 Conduct factual investigations, analysis, and legal research;
 Advise clients of results of investigations and research and counsel clients about their options;
 Prepare legal documents, including but, not limited to, correspondence, pleadings, motions, discovery, memoranda of law, briefs, and other legal documents;
 Develop case theories and strategies for the representation of clients.

Qualifications:

Admitted to practice in the State of Maryland or admitted in another jurisdiction and immediately eligible for admission in the State of Maryland. Strong knowledge of Westlaw research. Excellent writing skills.

Posting Date: June 13, 2022**Expiration Date:** August 31, 2022

Contact: Robin Emerick
 Office Manager
 110 Greene Street Cumberland, Maryland 21502 United States

Resume Receipt: E-mail**Default email for resumes.:** remerick@mdlalab.org**Additional Documents:** Cover Letter**ID:** 9617

law clerk for court term 2022-2023

New Jersey Courts

Position Type: Full-time

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

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

Description:

Judge Bucci at our Camden County vicinage is seeking a law clerk for court term 2022-2023. If you know of any interested law school graduates please have them submit at their application materials (resume, cover letter, transcripts, writing sample) to Suzanne Miller at suzanne.miller@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

Judge information:

Judge James Bucci (Family Division)

Superior Court of New Jersey

Camden County Hall of Justice

101 South 5th Street

Camden, NJ 08103

Posting Date: June 10, 2022

Expiration Date: August 31, 2022

Contact: Suzanne Miller
25 Market Street Trenton, New Jersey 08625 United States

Resume Receipt: E-mail

Default email for resumes.: suzanne.miller@njcourts.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9607

Attorney I-IV

Alaska Public Defender Agency (Anchorage, AK)

Position Type: Full-time**Practice Area(s):** Criminal - Defense

Job Location(s): Nome, Alaska (United States)
 Fairbanks, Alaska (United States)
 Kotzebue, Alaska (United States)
 Utqiagvik, Alaska (United States)
 Palmer, Alaska (United States)
 Ketchikan, Alaska (United States)
 Anchorage, Alaska (United States)
 Kenai, Alaska (United States)
 Bethel, Alaska (United States)
 Sitka, Alaska (United States)
 Juneau, Alaska (United States)
 Dillingham, Alaska (United States)
 Kodiak, Alaska (United States)

Description:

Public Defender Agency (PDA) is recruiting for full-time Attorney I-IV positions statewide

The Alaska Public Defender Agency (Agency) is currently accepting applications to fill attorney positions in multiple locations. The Agency's mission is to provide constitutionally mandated legal representation to indigent clients appointed by the court. The Agency hires new lawyers and experienced attorneys to handle civil (Child in Need of Aid and commitment), appellate, and criminal matters. Positions are available in both urban and rural locations. The Agency has thirteen offices statewide, located in Anchorage, Bethel, Dillingham, Fairbanks, Juneau, Kenai, Ketchikan, Kodiak, Kotzebue, Nome, Palmer, Sitka, and Utqiagvik.

Trial attorneys in the Agency enjoy the mentorship and community of a unified statewide defense agency, training opportunities, and competitive benefits and salaries. Additionally, the Agency provides paid time off to study for the Bar examination, pays annual Bar dues, and Alaska allows a 10-month limited license to practice for public defenders prior to gaining admission to the Alaska Bar Association. Additionally, employees may be eligible for student loan forgiveness through the Public Loan Forgiveness Program.

Contact Information. Please visit our website for a list of available positions and instructions to apply: <https://doa.alaska.gov/pda/employment/attorneys.html>

Posting Date: June 9, 2022**Expiration Date:** August 31, 2022**Salary Range:** 60,000 - 69,999

Contact: Ms. Rhonda Thayer
 Administrative Assistant III
 900 W 5th Ave Suite 101 Anchorage, Alaska 99501 United States
<https://doa.alaska.gov/pda/employment/attorneys.html>

Resume Receipt: E-mail**Default email for resumes.:** pdarecruitment@alaska.gov**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample, Other Documents

Requested Document Notes: Applicants for these positions must possess outstanding writing and analytical skills and be able to work independently to research and compose legal briefs as well as possess strong oral advocacy skills. Applicants must be admitted to the Alaska bar, be willing to sit for the next Alaska Bar exam, or be eligible for bar admission by reciprocity. Prior legal experience preferred.

If interested, please submit a cover letter, resume, legal writing sample of 15 pages or less, and three references by email to PDARecruitment@alaska.gov. The legal writing sample should reflect the applicant's own work without significant revision from

others. Applications will be accepted until these positions are filled.

ID: 9604

Law Clerks

Mercer County Courthouse (Trenton NJ)

Position Type: Full-time

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

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

Description:

We have several judges that will be taking the bench in the next couple of weeks who are seeking law clerks for court term 2022-2023 at our Mercer County vicinage. If you know of any interested law school graduates please have them submit at their application materials (resume, cover letter, transcripts, writing sample) to Tanisha Nollie at tanisha.nollie@njcourts.gov, Gregory Myers at Gregory.myers@njcourts.gov, Talaya Fortson at Talaya.fortson1@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

Judge information:

Judge Sherry Wilson

Mercer County Courthouse

Trenton, NJ 08609

Criminal Division

Judge Supti Bhattacharya

Mercer County Courthouse

Trenton, NJ 08609

Family Division

Judge Russell Wojtenko, Jr.

Mercer County Courthouse

Trenton, NJ 08609

Family Division

Judge Rahat Babar

Mercer County Courthouse

Trenton, NJ 08609

Family Division

Judge Jodi Bouer

Mercer County Courthouse

Trenton, NJ 08609

Family Division

Thankyou,

Melodia Juillet

Administrative Office of the Courts

Human Resources – Placement Section

melodia.juillet@njcourts.gov

Posting Date: June 9, 2022

Expiration Date: August 31, 2022

Contact: Tanisha Nollie
Trenton, New Jersey United States

Resume Receipt: E-mail

Default email for resumes.: tanisha.nollie@njcourts.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Requested Document Notes: submit at their application materials (resume, cover letter, transcripts, writing sample) to Tanisha Nollie at tanisha.nollie@njcourts.gov, Gregory Myers at Gregory.myers@njcourts.gov , Talaya Fortson at Talaya.fortson1@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

ID: 9602

Case Counseling Attorney

The Washington Legal Clinic for the Homeless (Washington DC)

Position Type: Full-time

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

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

Description:

Position Announcement: Case Counseling Attorney
Full-Time, Permanent, D.C.-Based with Work from Home Flexibility
Expected Start: August 2022 | Salary: \$65,000+

The Washington Legal Clinic for the Homeless – a D.C.-based, locally-focused legal services and advocacy organization – seeks to hire an attorney who shares our vision of a just and inclusive community for all residents of D.C., where housing is a human right and where every individual and family has access to the resources they need to thrive.

The Legal Clinic’s mission is to use the law to make justice a reality for our neighbors who struggle with homelessness and poverty. Combining community lawyering and advocacy to achieve our clients’ goals, our staff and network of volunteer attorneys provide low barrier legal services, helping our clients access housing, shelter, and other vital supports and services. Rooted in the experience of this client work, we blend system reform efforts, policy advocacy, client engagement and community education to advocate for long term improvements in programs that serve those who are homeless and low-income.

The Case Counseling Attorney (CCA), within our Legal Services team, will provide support to our pro bono attorneys and our clients. The CCA will support the volunteers, providing strategic guidance and ongoing supervision and support in the cases that came through intake. They will participate in the recruitment and training of the volunteer attorneys and legal assistants who staff and take on cases through our intake process (which is currently by phone, though we look forward to returning to in-person intake soon). In addition to being involved in our quarterly New Volunteer Trainings, the CCA will design and/or participate in ongoing webinar and brown bag trainings on substantive or strategic issues which our volunteers confront. The CCA will also work with our Legal Assistance Program team to ensure that we are responding effectively to clients’ expressed needs. In addition, the CCA will: participate in our Attorney of the Day program to field emergency calls and respond to “walk-in” clients; support our client education and engagement efforts by periodically leading “Know Your Rights” trainings at shelters and day centers; and maintain a small caseload of their own.

We are looking for an attorney to join the Legal Clinic who:

- is committed to social and racial justice;
- is committed to client-centered representation;
- has experience working on public benefits, affordable housing, emergency shelter or other issues related to homelessness and poverty;
- is eager to be out in the community engaging with clients, service providers and volunteers;

True Reformer Building
1200 U Street, NW
Washington, DC 20009
(202) 328-5500
www.legalclinic.org
@washlegalclinic

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Paul Marchione
Managing Director
William R. Merrifield, Jr.
Special Counsel
Becky O'Brien
Director of Legal Services
Carolyn E. H. Perez
Senior Counsel
Leslie Plant
Administrator
Brittany K. Ruffin
Senior Counsel
Ann Marie Staudenmaier
Senior Counsel
Kelsey Vaughan
Volunteer Coordinator

- is comfortable being part of an organization that takes unpopular positions if justice demands we do so; and
- has D.C. Bar membership or immediate eligibility for D.C. Bar membership

Our ideal candidate will have:

- experience in legal services or with an extensive pro bono practice;
- knowledge of D.C. programs and resources; and
- familiarity with the D.C. legal community.

The successful candidate will be comfortable working in a small, non-profit environment, both independently and as part of a team.

While we envision this as a full-time position, we will give consideration to outstanding applicants who seek to work part-time.

Working Conditions: The Legal Clinic is currently operating on a hybrid work schedule. While there is flexibility to work from home, the Case Counseling Attorney is expected to be proximate to D.C. so they can work from the Legal

Clinic's office in northwest D.C. as needed. Our building requires proof of vaccination. (Note: the hybrid work schedule is subject to change depending on public health and other factors.)

Salary: Salary range begins at \$65,000 for attorneys in their first year of practice and increases based on experience in accordance with the Legal Clinic's salary scale. The Legal Clinic offers excellent benefits. Applicants may be eligible for loan repayment assistance through the D.C. Bar Foundation.

To Apply: Please send a cover letter and resume via e-mail to job@legalclinic.org and note "Case Counseling Attorney" in the subject line. We are looking for thoughtful, personalized cover letters that demonstrate qualifications and interest in working to build a more just community. Interested persons are encouraged to apply immediately. The first round of interviews will be chosen from applications received by June 24.

The Washington Legal Clinic for the Homeless values an inclusive workplace. Candidates who are Black, Indigenous, people of color, people with disabilities, and/or members of other underrepresented communities are strongly encouraged to apply

Posting Date: June 8, 2022

Expiration Date: August 31, 2022

Contact: Human Resources
1200 U St NW Washington, District of Columbia 20009 United States

Resume Receipt: Other (see below)

How to Apply: To Apply: Please send a cover letter and resume via e-mail to job@legalclinic.org and note "Case Counseling Attorney" in the subject line

Additional Documents: Cover Letter

ID: 9592

Communications and Development Assistant

The Washington Legal Clinic for the Homeless (Washington DC)

Position Type: Full-time

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

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

Description:

Position Announcement: Communications and Development Assistant
Full-Time, Permanent, D.C.-Based with Work from Home Flexibility
Expected Start: August 2022 | Salary: \$52,000-\$60,000

The Washington Legal Clinic for the Homeless – a D.C.-based, locally-focused legal services and advocacy organization – seeks to hire a Communications and Development Assistant who shares our vision of a just and inclusive community for all residents of D.C., where housing is a human right and where every individual and family has access to the resources they need to thrive.

The Legal Clinic’s mission is to use the law to make justice a reality for our neighbors who struggle with homelessness and poverty. Combining community lawyering and advocacy to achieve our clients’ goals, our staff and network of volunteer attorneys provide low barrier legal services, helping our clients access housing, shelter, and other vital supports and services. Rooted in the experience of this client work, we blend system reform efforts, policy advocacy, client engagement and community education to advocate for long term improvements in programs that serve those who are homeless and low-income.

The Communications and Development Assistant will work closely with the Legal Clinic’s Director of Communications and Development to support the organization’s fundraising efforts and donor stewardship, as well as assist with creative and strategic efforts to raise the profile of the Legal Clinic and expand our network of supporters. These activities will include backend management tasks such as tracking donations and donor information, as well as supporting the overall strategic and development communications plan for the organization. This is a new position.

Responsibilities:

Data Management

- Entry of donor information and gifts into fundraising database (presently DonorPerfect).
- Generate donor reports.
- Track gifts to support Board of Directors Fundraising Committee.
- Generate reports from case management database (presently Legal Server) to report to funders.
- Import and export information among the Legal Clinic’s various databases.

Fundraising Requests

- Provide logistical support for Legal Clinic mailings to donors and prospective donors (both email and snail mail).
- Monitor grant deadlines and assist with preparation of foundation proposals and reports.

True Reformer Building
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www.legalclinic.org
@washlegalclinic

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1940 - 2010
Staff
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and Development
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Director of Community
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Amber W. Harding
Director of Policy and Advocacy
Karen Malovrh
Senior Counsel
Paul Marchione
Managing Director
William R. Merrifield, Jr.
Special Counsel
Becky O'Brien
Director of Legal Services
Carolyn E. H. Perez
Senior Counsel
Leslie Plant
Administrator
Brittany K. Ruffin
Senior Counsel
Ann Marie Staudenmaier
Senior Counsel
Kelsey Vaughan
Volunteer Coordinator

Donor Relations

- Generate thank you letters and other communications to donors.
- Assist with preparation of grant reports.

Communications

- Assist the Director of Communications and Development with the creation and implementation of the organization's annual communications plan.
- Assist with creating written and graphic design content for website, social media, and blog in support of fundraising campaigns.

General Legal Clinic Support

- Contribute to administrative and office support as a key member of the organizational support team.

Qualifications and Experience
Required

- four years of experience with data entry and management, including experience specifically with DonorPerfect
- intermediate experience with Microsoft Office Suite
- excellent communication skills, both written and oral

Preferred

An outstanding candidate will also have

- a commitment to the Legal Clinic's work for housing justice
- a keen eye for detail
- experience working as part of a team
- a recognition of the importance of "back office" operations
- pride in providing administrative support for the organization
- comfort with social media
- experience with Constant Contact, Canva, and/or WordPress

Working Conditions: The Legal Clinic is currently operating on a hybrid work schedule. While there is flexibility to work from home, the Communications and Development Assistant is expected to be proximate to D.C. so they can work from the Legal Clinic's office in northwest D.C. as needed. Our building requires proof of vaccination. (Note: the hybrid work schedule is subject to change depending on public health and other factors.)

Salary: Compensation for a candidate who meets all qualifications above – required and preferred – will be in the range of \$52,000 to \$60,000. The Legal Clinic offers excellent benefits.

To Apply: Please send a cover letter and resume via e-mail to job@legalclinic.org and note "Communications and Development Assistant" in the subject line. We are looking for thoughtful, personalized cover letters that demonstrate qualifications and interest in working to build a more just community. Interested persons are encouraged to apply immediately. First round of interviews will be taken from applications received by June 24.

The Washington Legal Clinic for the Homeless values an inclusive workplace. Candidates who are Black, Indigenous, people of color, people with disabilities, and/or members of other underrepresented communities are strongly encouraged to apply

Posting Date: June 8, 2022

Expiration Date: August 31, 2022

Contact: Human Resources
1200 U St NW Washington, District of Columbia 20009 United States

Resume Receipt: Other (see below)

How to Apply: Communications and Development Assistant

ID: 9595

Director of Governmental Affairs

WV Association for Justice (Charleston, 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:

Director of Government Affairs
West Virginia Association for Justice
Charleston, West Virginia

Overview

The West Virginia Association for Justice (WVAJ) is a voluntary bar association for attorneys licensed to practice in West Virginia and paralegals. WVAJ and its members are committed to protecting access to our state and federal courts, our civil justice system and our 7th Amendment right to jury trial.

Founded in 1959, WVAJ represents nearly 500 attorneys practicing in West Virginia and surrounding states. Every day WVAJ members seek justice in our courts for those who have been harmed physically and financially by the conduct and negligence of others. Our work has established safer workplaces, employee rights, safer products, better healthcare, consumer protection law, property owners' rights, a cleaner environment and increased corporate responsibility.

Job Responsibilities

Tracking and influencing the content and outcome of all actions that would have an impact the practice of plaintiff's law taken by the state legislature, and to lesser degree the executive branch of the state government.

Drafting and tracking legislation and amendments.

Working with other organizations to achieve legislative goals.

Building and maintaining relationships with all members of the legislature, the legislative staff and the lobbying community to achieve the above stated goals.

Working with the Governor's office and state agencies to request support for, opposition of, and signature or vetoes of any bills that affect the Association

Keeping the Executive Committee, the Board of Governors and other WVAJ members up to date on legislation and other activities at the legislature and executive branch of government.

Instructing and managing WVAJ members who volunteer to work at the state capitol.

Travel required

Qualifications

Bachelor's degree required; Master's degree or Juris Doctorate is preferred.

Prior legislative staff role preferred, but not required.

Five+ years of prior lobbying and advocacy experience preferred, but not required.

Thorough knowledge of legislative process and procedures.

Ability to work effectively in a bipartisan political climate.

The ability to have flexible working hours especially during legislative sessions.

The ability to manage multiple issues and deadlines.

Experience with building and maintaining coalitions of partner organizations.

Capacity to work cooperatively and courteously with others.

Temperament to communicate with a variety of personalities in a tactful, pleasant, and professional manner.

Ability to provide organization, supervisory, leadership and motivation to legislative staff, contractors, and volunteers.

Excellent oral and written communication skills.

Knowledge of office computer applications.

Compensation

Salary and bonus structure commensurate with experience. We offer health and dental insurance and an optional retirement plan.

Application

To apply, submit cover letter, resume, and additional information you wish to include to bethwhite@wvaj.org.

Posting Date: June 8, 2022

Expiration Date: August 31, 2022

Contact: Beth White
Executive Director
208 Capitol Street Suite 100 Charleston, West Virginia 25301 United States

Resume Receipt: E-mail

Default email for resumes.: bethwhite@wvaj.org

Additional Documents: Cover Letter

ID: 9597

EXECUTIVE DIRECTOR

The Washington Legal Clinic for the Homeless (Washington DC)

Position Type: Full-time

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

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

Description:

About The Washington Legal Clinic for the Homeless
 The Washington Legal Clinic for the Homeless (Legal Clinic) envisions a just and inclusive community for all residents of the District of Columbia, where housing is a human right and where every resident has access to the resources they need to thrive.
 The Legal Clinic’s mission is to use the law to make justice a reality for neighbors experiencing homelessness and poverty...combining legal representation, systemic reform, policy and budget advocacy, and community engagement to achieve housing justice for DC’s lowest-income residents.
 The Legal Clinic’s Goals
 Closing the justice gap by making lawyers available to assist and/or represent unhoused and at-risk community members who are dealing with DC’s regulatory and judicial systems related to housing and homelessness.
 Promoting the human right to housing in multiple ways, including by preventing displacement, protecting and improving subsidized housing, advocating for expansion of deeply affordable housing opportunities, challenging discrimination and other barriers that decrease access to housing, protecting the rights of residents throughout the homeless services continuum in DC, and in the long run, by securing an enforceable right to housing in DC.
 Advancing community power by supporting community members in accessing information and building power to influence government decision-making.

2
 The Legal Clinic’s Current Strategies
 The Legal Clinic uses a combination of direct representation, systemic advocacy (impact litigation, agency reform efforts, and policy and budget advocacy), client education and civic engagement to achieve housing justice for our clients. Its strategies include:
 Direct representation – Legal Clinic staff and volunteer attorneys represent individual clients, with a primary focus on accessing shelter and permanent housing.
 Systemic advocacy – The Legal Clinic undertakes policy, legislative, and budget advocacy to improve, expand access to, and increase funding for, emergency shelter and deeply affordable housing, as well as fighting against the criminalization of homelessness and poverty. In much of its advocacy, the Legal Clinic partners with other legal service providers and community organizations, uniquely bringing to that collaborative work a legal perspective on issues that impact DC’s extremely low-income residents and a deep knowledge of laws governing housing and homeless services.
 Community education and engagement – The Legal Clinic is committed to ensuring that unhoused community members are aware of their rights, have the training and support needed to participate in the public discourse that impacts their lives, and have the ability and space to develop their own advocacy goals.

About the Position
 The executive director is the chief executive officer of the organization, charged by the Board of Directors with: fulfilling the Legal Clinic’s mission; maintaining its commitment to housing and racial justice; and managing the organization towards those ends.
 The line item for the Executive Director’s salary in the Legal Clinic’s current budget is \$170,000 per year.

Duties and areas of responsibility
 Strategy and mission

- Collaborates with staff in the development and implementation of policies and practices regarding provision of direct legal services
- Collaborates with staff in the development of advocacy priorities, positions, and strategies
- Collaborates with staff in the development of community engagement priorities and initiatives
- Collaborates with the staff to ensure that the provision of legal services remains low-barrier and accessible to the client community

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- Collaborates with the staff to advocate for protection and advancement of the legal rights and autonomy of low-income DC residents and for non-punitive, dignified, and client-directed solutions to homelessness

Communications and relationships

- Sets, in collaboration with staff, an overall communications strategy to advance the Legal Clinic's mission and support its fundraising activities

- Forges and maintains relationships with Legal Clinic partners, including:

▫ donors (foundations, law firms, corporations, and individuals)

▫ pro bono law firms

▫ legal services and advocacy organizations

▫ elected and appointed government officials

- Collaborates with the staff to identify the best spokespersons for the strategic goals and initiatives of the Legal Clinic within the broader community

Principles and commitments

- Ensures that the Legal Clinic maintains its commitment to racial justice, diversity, equity and inclusion

Human resources

- Supports staff in achieving the goals and priorities of their positions
- Manages staff recruitment, hiring, performance support, and termination as necessary

- Sets and manages salaries and benefits

Financial management & compliance

- Oversees preparation of the annual budget for board review and approval
- Approves organizational expenditures
- Reviews monthly financial statements and relevant banking information
- Engages with auditors with regard to annual audit
- Ensures the Legal Clinic's compliance with relevant non-profit laws and regulations

Fundraising

In collaboration with the Director of Communications and Development:

- Identifies and reaches out to foundations
- Coordinates and advances fundraising proposals and reports
- Initiates direct fundraising efforts targeting the DC legal community, corporate organizations, and individual donors

4

Board collaboration

- Recruits and trains new board members in collaboration with current members
- Supports board and committee meetings
- Briefs the board on substantive activities, financial developments, and fundraising efforts of the organization

Candidate qualifications

To be considered for this position, applicants must be in possession of the following:

- JD degree
- Active membership in the DC Bar or ability to waive into the DC Bar
- Demonstrated commitment to and experience with legal issues and advocacy relevant to those struggling with homelessness or near homelessness
- Experience engaging with impacted communities and commitment to doing so
- Demonstrated commitment to racial justice and sensitivity to issues of diversity, equity and inclusion

The following attributes are desirable:

- Prior nonprofit leadership experience
- Demonstrated fundraising experience
- Familiarity with DC non-profit and philanthropic community and DC government/politics

TO APPLY

The Washington Legal Clinic for the Homeless is partnering with POLIHIRE to find its next Executive Director. If you are interested in and prepared for this opportunity, please submit a cover letter outlining your qualifications and your resume to WLCH_ED@polihire.com.

Please include only your name (Last, First) in the subject line when submitting these materials.

Note: Candidates who advance through the process should be prepared to provide references from a supervisor, a peer, and a direct report.

Posting Date: June 8, 2022

Expiration Date: August 31, 2022

Contact: Human Resources
1200 U St NW Washington, District of Columbia 20009 United States

Resume Receipt: Other (see below)

How to Apply: please submit a
cover letter outlining your qualifications and your resume to WLCH_ED@polihire.com.

Additional Documents: Cover Letter

ID: 9591

Legal Assistance Project Coordinating Attorney

The Washington Legal Clinic for the Homeless (Washington DC)

Position Type: Full-time

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

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

Description:

Position Announcement: Legal Assistance Project Coordinating Attorney

Full-Time, Permanent, D.C.-Based with Work from Home Flexibility

Expected Start: August 2022 | Salary: \$65,000+

The Washington Legal Clinic for the Homeless – a D.C.-based, locally-focused legal services and advocacy organization – seeks to hire an attorney who shares our vision of a just and inclusive community for all residents of D.C., where housing is a human right and where every individual and family has access to the resources they need to thrive.

The Legal Clinic’s mission is to use the law to make justice a reality for our neighbors who struggle with homelessness and poverty. Combining community lawyering and advocacy to achieve our clients’ goals, our staff and network of volunteer attorneys provide low barrier legal services, helping our clients access housing, shelter, and other vital supports and services.

Rooted in the experience of this client work, we blend system reform efforts, policy advocacy, client engagement and community education to advocate for long term improvements in programs that serve those who are homeless and low-income.

The Legal Assistance Project Coordinating Attorney, within our Legal Services team, will coordinate our Legal Assistance Project, providing support to both clients and our pro bono attorneys. They will join volunteer attorneys at each of our legal intake sessions and assist the volunteer in conducting intake. (Current intake is conducted by phone but WLCH will be returning to some in-person intake in the future.) The attorney will report to the Director of Legal Services and will coordinate with the Director of Community Engagement and Director of Policy and Advocacy to ensure that community members who experience homelessness are aware of and able to access our services and systemic advocacy work. The attorney will work to strengthen pro bono relationships with volunteers, partner firms, and organizations; participate in our Attorney of the Day program; support our client education and engagement efforts; and maintain a small caseload of their own.

We are looking for an attorney to join the Legal Clinic who:

- is committed to social and racial justice;
- is committed to client-centered representation;
- has experience working on public benefits, affordable housing, emergency shelter or other issues related to homelessness and poverty;
- is eager to be out in the community engaging with clients, service providers and volunteers;
- is comfortable being part of an organization that takes unpopular positions if justice demands we do so; and
- has D.C. Bar membership or immediate eligibility for D.C. Bar membership

True Reformer Building
1200 U Street, NW
Washington, DC 20009
(202) 328-5500
www.legalclinic.org
@washlegalclinic

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Senior Counsel
Ann Marie Staudenmaier
Senior Counsel
Kelsey Vaughan
Volunteer Coordinator

Our ideal candidate will have:

- experience in legal services or with an extensive pro bono practice;
- knowledge of D.C. programs and resources;
- familiarity with the D.C. legal community;

The successful candidate will be comfortable working in a small, non-profit environment, both independently and as part of a team.

Working Conditions: The Legal Clinic is currently operating on a hybrid work schedule. While there is flexibility to work from home, the Legal Assistance Project Coordinating Attorney is expected to be proximate to D.C. so they can work from the Legal Clinic's office in northwest D.C. as needed. Our building requires proof of vaccination. (Note: the hybrid work schedule is subject to change depending on public health and other factors.)

Salary: Salary range begins at \$65,000 for attorneys in their first year of practice and increases based on experience in accordance with the Legal Clinic's salary scale. The Legal Clinic offers excellent benefits. Applicants may be eligible for loan repayment assistance through the D.C. Bar Foundation.

To Apply: Please send a cover letter and resume via e-mail to job@legalclinic.org and note "Legal Assistance Project Coordinating Attorney" in the subject line. We are looking for thoughtful, personalized cover letters that demonstrate qualifications and interest in working to build a more just community. Interested persons are encouraged to apply immediately. The first round of interviews will be chosen from applications received by June 24. The Washington Legal Clinic for the Homeless values an inclusive workplace. Candidates who are Black, Indigenous, people of color, people with disabilities, and/or members of other underrepresented communities are strongly encouraged to apply

Posting Date: June 8, 2022

Expiration Date: August 31, 2022

Contact: Human Resources
1200 U St NW Washington, District of Columbia 20009 United States

Resume Receipt: Other (see below)

How to Apply: To Apply: Please send a cover letter and resume via e-mail to job@legalclinic.org and note "Legal Assistance Project Coordinating Attorney"

Additional Documents: Cover Letter

ID: 9593

Policy and Advocacy Attorney

The Washington Legal Clinic for the Homeless (Washington DC)

Position Type: Full-time

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

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

Description:

Position Announcement: Policy and Advocacy Attorney
Full-Time, Permanent, D.C.-Based with Work from Home Flexibility
Expected Start: August 2022 | Salary: \$65,000+

The Washington Legal Clinic for the Homeless – a D.C.-based, locally-focused legal services and advocacy organization – seeks to hire an attorney who shares our vision of a just and inclusive community for all residents of D.C., where housing is a human right and where every individual and family has access to the resources they need to thrive.

The Legal Clinic’s mission is to use the law to make justice a reality for our neighbors who struggle with homelessness and poverty. Combining community lawyering and advocacy to achieve our clients’ goals, our staff and network of volunteer attorneys provide low barrier legal services, helping our clients access housing, shelter, and other vital supports and services. Rooted in the experience of this client work, we blend system reform efforts, policy advocacy, client engagement and community education to advocate for long term improvements in programs that serve those who are homeless and low-income.

The Policy and Advocacy Attorney is an opportunity for an attorney who is committed to making systemic reform in the District of Columbia that promotes housing and racial justice. The Attorney will primarily work on advocating for policy, budget, and programmatic solutions within the District government that will lead to positive change for people experiencing homelessness in D.C., including people living on the street, in shelters, or participating in Rapid Rehousing. In addition, they will: participate in our Attorney of the Day program to field emergency calls and respond to “walk-in” clients; support our client education and engagement efforts; maintain a small caseload of their own; and explore opportunities for impact litigation as necessary to achieve change.

We are looking for an attorney to join the Legal Clinic who:

- is committed to social and racial justice;
- is committed to client-centered representation, values community leadership, and recognizes the importance of working with community members, organizers, and community-based organizations in developing advocacy positions and strategies;
- has experience working on issues related to housing, homelessness, civil rights, or poverty;
- has experience working with diverse communities;
- is comfortable being part of an organization that takes unpopular positions if justice demands we do so; and
- has D.C. Bar membership or immediate eligibility for D.C. Bar membership

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and Development
LaJuan Brooks
Director of Community
Engagement
Amber W. Harding
Director of Policy and Advocacy
Karen Malovrh
Senior Counsel
Paul Marchione
Managing Director
William R. Merrifield, Jr.
Special Counsel
Becky O'Brien
Director of Legal Services
Carolyn E. H. Perez
Senior Counsel
Leslie Plant
Administrator
Brittany K. Ruffin
Senior Counsel
Ann Marie Staudenmaier
Senior Counsel
Kelsey Vaughan
Volunteer Coordinator

Our ideal candidate will have:

- experience representing clients in a public interest setting;
- experience with policy or legislative campaigns;
- strong writing and oral communication skills; and
- knowledge of D.C. government and resources.

The successful candidate will be comfortable working in a small, non-profit environment, both independently and as part of a team.

Working Conditions: The Legal Clinic is currently operating on a hybrid work schedule. While there is flexibility to work from home, the Policy and Advocacy Attorney is expected to be proximate to D.C. so they can work from the Legal Clinic's office in northwest D.C. as needed. Our building requires proof of vaccination. (Note: the hybrid work schedule is subject to change depending on public health and other factors.)

Salary: Salary range begins at \$65,000 for attorneys in their first year of practice and increases based on experience in accordance with the Legal Clinic's salary scale. The Legal Clinic offers excellent benefits. Applicants may be eligible for loan repayment assistance through the D.C. Bar Foundation.

To Apply: Please send a cover letter and resume via e-mail to job@legalclinic.org and note "Policy and Advocacy Attorney" in the subject line. We are looking for thoughtful, personalized cover letters that demonstrate qualifications and interest in working to build a more just community. Interested persons are encouraged to apply immediately. The first round of interviews will be chosen from applications received by June 24. The Washington Legal Clinic for the Homeless values an inclusive workplace. Candidates who are Black, Indigenous, people of color, people with disabilities, and/or members of other underrepresented communities are strongly encouraged to apply

Posting Date: June 8, 2022

Expiration Date: August 31, 2022

Contact: Human Resources
1200 U St NW Washington, District of Columbia 20009 United States

Resume Receipt: Other (see below)

How to Apply: To Apply: Please send a cover letter and resume via e-mail to job@legalclinic.org and note "Policy and Advocacy Attorney" in the subject line

Additional Documents: Cover Letter

ID: 9594

Law Clerk

Bergen County Courthouse (Hackensack NJ)

Position Type: Full-time

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

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

Description:

I have an immediate opening for a law clerk position with Judge Nasta at our Bergen County vicinage, to finish the current 2021-2022 term through next court term August 2023. If you know of any interested law school graduates please have them send their application materials (resume, cover letter, transcripts, writing sample) to Lynda Villareal at lynda.villareal@njcourts.gov and cc me Melodia Juillet melodia.juillet@njcourts.gov

Judge information:

Judge David Nasta

Bergen County Courthouse

10 Main Street, 3rd Floor

Hackensack, NJ 07601

Posting Date: June 7, 2022

Expiration Date: August 31, 2022

Contact: Lynda Villareal

10 Main Street, 3rd Floor Hackensack, New Jersey 07601 United States

Resume Receipt: E-mail

Default email for resumes.: lynda.villareal@njcourts.gov

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

ID: 9584

Manager of Legal and Risk

Navy Federal Financial Group (Vienna, VA)

Position Type: Full-time

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

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

Description:

Manager Legal & Risk - NFFG

Location: VA Vienna - Headquarters Full/Part Time: Full-Time Regular/Temporary: Regular

APPLY NOW

EMAIL

Job Description

YOUR LIFE'S MISSION: POSSIBLE

You have goals, dreams, hobbies and things you're passionate about.

What's Important to You Is Important to Us

We're looking for people who not only want to do meaningful, challenging work, keep their skills sharp and move ahead, but who also take time for the things that matter to them—friends, family and passions. And we're looking for team members who are passionate about our mission—making a difference in military members' and their families' lives. Together, we can make it happen.

Don't take our word for it.

- Military Times 2021 Best for Vets Employers
- WayUp Top 100 Internship Programs
- Forbes® 2021 The Best Employers for New Grads
- Forbes® America's Best Employers
- Newsweek Top 100 Most Loved Workplaces
- 2021 People Companies that Care
- Fortune Best Workplaces for Women
- Fortune 100 Best Companies to Work For®
- Fortune Best Workplaces for Millennials
- Computerworld® Best Places to Work in IT

Basic Purpose

Direct day-to-day Risk program to ensure ongoing compliance with all applicable Federal and State regulations and Navy Federal and NFFG policies and procedures to include ensuring risk management practices and standards are embedded across NFFG, responding to external regulatory inquiries, and interpretation and/or application of rules and legislation.

Responsibilities

- Act as liaison with NFFG's business units to facilitate, improve, and strengthen operations decisions-making through integration of legal analysis as part of the business development process
- At the direction of the VP Legal Compliance & Risk, (ie: NFFG Chief Compliance Officer), work with federal and state regulators on exams, audits, and regulatory implementations
- Act as liaison for NFFG legal inquiries from both outside parties and internal staff, responding to all member complaints, proposed legal actions, and regulatory requests
- Serve as backup point of contact to VP Compliance, Legal & Risk for NFFG NFCU's Office of General Counsel and Enterprise Risk team, partnering, collaborating, and escalating issues to them as needed
- Prepare regulatory comments, letters and correspondence to government agencies, members of Congress, and other trade associations to support Navy Federal Financial Group's positions and proposals and maintains policies and procedures
- Respond to requests from the NFFG Chief Compliance Officer and senior management for legal interpretation and/or the application of laws and regulations.
- Analyze the external (e.g., legislative and regulatory changes, competitors and economic trends) and the internal (e.g., existing Navy Federal policies and procedures, available resources and future direction/plans) environments to assist with establishing relevant objectives for NFFG, in association with the Chief Compliance Officer and Senior Management
- Research, evaluate, and guide efforts to develop a comprehensive enterprise-wide system of reviews and tests to assure compliance with all applicable legislative and regulatory changes
- Direct the day-to-day risk program to align with NFFG's strategic objectives, risk management best practices, and regulatory expectations
- Ensure risk management practices and standards are embedded across the operational, financial, credit, compliance, and strategic risk domains

for NFFG

- Partner with business units and senior management to assess, support, and develop risk mitigation strategies across the organization
- Counsel and advise key stakeholders on complex risk issues; provide guidance and feedback to business units throughout their risk management lifecycle
- Provide special project support requiring legal or risk assessments, partners with other business units, NFCU departments, and committees as needed and directed by the NFFG Chief Compliance Officer
- Perform supervisory/managerial responsibilities -Manage staff &/or supervisors
 - o Ensure adequate/skilled staffing; select employees
 - o Establish performance goals and priorities
 - o Prepare, conduct and review performance appraisals
 - o Develop, mentor and counsel staff
 - o Provide input and/or prepare budget requirements for Annual Financial Plan (AFP)
 - o Ensure section/branch goals and objectives align with division/department strategy
 - o Ensure efficiency of operations
- Perform other duties as assigned

Qualifications – All required unless otherwise noted

- Juris Doctor from an accredited law school or the equivalent combinations of educations, training or experience
- Significant experience in evaluating a broker/dealer operation for associated risks in a financial organization
- Expert knowledge of federal, state, local and industry regulation affecting financial institutions to include broker/dealer and advisory firms
- Significant experience in managing and maintaining an effective, ongoing compliance program
- Advanced skill making sound organizational and operational decisions
- Advanced research, analytical, and problem solving skills
- Experience in risk analysis
- Advanced skill analyzing facts/identifying controls/developing procedures/recommending solutions
- Advanced skill presenting findings, conclusions, alternatives, and information clearly and concisely
- Advanced relationship building, negotiation and facilitation skills
- Advanced verbal and written communication skills
- Significant experience in supervising and leading employees
- Expert knowledge of banking/financial industry standards and practices

Desired

- FINRA Registration: Securities Industry Essentials, Series 7, 24 preferred or must be willing to obtain them
- Familiarity with Navy Federal objectives, functions and policies and procedures.

Hours: Monday – Friday, standard business hours

Location: 820 Follin Lane, Vienna, Virginia 22180, United States

Salary Range: \$134,300 \$187,900

*Please note: salary range is dependent on experience

Equal Employment Opportunity

Navy Federal values, celebrates, and enacts diversity in the workplace. Navy Federal takes affirmative action to employ and advance in employment qualified individuals with disabilities, disabled veterans, Armed Forces service medal veterans, recently separated veterans, and other protected veterans. EOE/AA/M/F/Veteran/Disability

COVID-19 Vaccine Information

As a COVID-19 safety measure, our employees must either provide proof of COVID-19 vaccination or follow additional safety protocols, including testing.

Disclaimer

Navy Federal reserves the right to fill this role at a higher/lower grade level based on business need. An assessment may be required to compete for this position.

Bank Secrecy Act

Remains cognizant of and adheres to Navy Federal policies and procedures, and regulations pertaining to the Bank Secrecy Act.

Expiration Date: August 31, 2022

Contact: Marissa Bacino
Chief Compliance Officer
Vienna , Virginia United States

Resume Receipt: E-mail

Default email for resumes.: Marissa_Bacino@navyfederal.org

ID: 9583

Entry-Level Assistant State Attorney

Miami-Dade State Attorney's Office (Miami, FL)

Position Type: Full-time

Practice Area(s): Crminal - Prosecution

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

Job Location(s): Miami, Florida (United States)**Description:**

The Office of the Miami-Dade State Attorney prosecutes all criminal violations within its jurisdiction, which is the greater Miami area. While the number varies depending on the funding, the office generally hires an average of 60 Assistant State Attorneys each year. The great majority of these positions are entry level. Attorneys generally begin their employment in a training program lasting approximately two months and then proceed to trial division assignments. The office is staffed by over 300 attorneys and a support staff of approximately 900. The legal staff is approximately 50% female, and approximately 44% minority. The office provides a wide variety of criminal prosecution experience, including general misdemeanor and felony trial work, as well as assignment to specialized divisions. These specialized divisions include Sexual Battery, Career Criminal/Robbery, Senior Trial Counsel/Homicide, Economic Crimes, Domestic Crimes, Public Corruption and Racketeering/Organized Crime. Applicants should be interested in working in a large urban area in an office that has a very fast-paced working environment. We desire applicants who have demonstrated a strong interest in litigation/criminal law through their coursework and experience while in law school. Florida Bar admission is not a prerequisite to hiring. However, for those who are not members of the Florida Bar, certification under Chapter 11 of the Florida Bar Rules is strongly preferred. Those who do not meet these requirements may be considered; however, the opportunity for employment may be diminished and will be conditioned upon admission to the Florida Bar.

Posting Date: June 1, 2022

Expiration Date: August 26, 2022

Salary Range: 50,000 - 59,999

Contact: Mr. Gunnar Stewart
Recruitment Coordinator
1350 NW 12th Avenue Miami, Florida 33136 United States
<http://www.miamisao.com>

Resume Receipt: Accumulate Online

Additional Documents: Cover Letter, Unofficial Transcript

ID: 9541

Assistant Attorney General / Medicaid Fraud Control Unit

The Office of the West Virginia Attorney General (Charleston, 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:**

Assistant Attorney General / Medicaid Fraud Control Unit: The West Virginia Attorney General's Office is seeking a full-time Attorney to join its Medicaid Fraud Control Unit ("MFCU"). The MFCU is charged with investigating, prosecuting, and obtaining criminal and civil remedies against individuals and corporate entities responsible for improper or fraudulent Medicaid billing schemes as well as investigating and prosecuting allegations of abuse and neglect of residents in nursing homes and other residential healthcare facilities.

To fulfill these obligations, the MFCU works to identify and investigate fraud committed by hospitals, nursing homes, pharmacies, home health agencies, transportation providers, clinics, hospitals, doctors, dentists, nurses, and other Medicaid providers – as well as individuals, who, for their own financial benefit, interfere with quality healthcare or exploit Medicaid beneficiaries.

Applicants must be organized, flexible, detail-oriented, capable of operating independently with minimal supervision, interested in acquiring new skills to assume greater responsibilities, and have a minimum of three (3) years of litigation experience handling criminal and/or civil matters. Applicants must have a demonstrated ability to make strategic decisions regarding case development, as well as strong analytical skills and the ability to exercise sound judgment. Candidates with prior healthcare or fraud experience are preferred. Ideal applicants will have at least five (5) years of litigation experience, or substantial grand jury and trial experience that preferably includes the investigation and prosecution of financial crimes, as well as experience in state and/or federal courts in West Virginia.

Responsibilities will include, but are not be limited to:

Providing legal advice on statewide criminal and civil investigations of healthcare fraud and the criminal abuse, neglect, and financial exploitation of vulnerable adults.

Conducting legal research and performing all other legal functions necessary for effective case development to ensure the best possible chance for a successful prosecution.

Providing expert legal counsel on complex issues involving federal and state law, rules, and regulations, including Stark Act violations, and nationwide multi-million-dollar global investigations involving major pharmaceutical companies.

Preparing and editing all documents in accordance with deadlines set by supervisors and colleagues, resulting in documents that are free of technical errors and properly formatted.

Assisting County Prosecutors as a Special Assistant Prosecutor where permitted, directly prosecuting criminal MFCU cases.

Serving as a Special Assistant United States Attorney (SAUSA) to prosecute Medicaid fraud cases in federal courts where permitted.

Pursuing civil remedies where civil recovery is appropriate by repayment request, demand letter, or civil lawsuit.

Answering the legal questions of Investigators and other Unit members, as well as providing legal support to the Director and Deputy Director.

Candidates must have an active WV law license or be eligible for admission

Please send your resume to jobs@wvago.gov with "MFCU Attorney" in the subject line.

Posting Date: May 25, 2022**Expiration Date:** August 31, 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:** 9554

Assistant Attorney General-Civil Rights

The Office of the West Virginia Attorney General (Charleston, 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:

Assistant Attorney General-Civil Rights: The West Virginia Attorney General's Office seeks a full-time attorney for its Civil Rights Division. Preferred candidates will have been practicing law for 3 or more years. Candidates will primarily be responsible for representing the WV Human Rights Commission in administrative hearings and before appellate courts. Successful candidates will have knowledge of statutes, court opinions, legislative rules, and procedural rules, excellent written and oral communication skills, and be able to conduct hearings before courts of law and quasi-judicial tribunals on behalf of the agency. Experience in employment law, housing or public accommodation issues is helpful, but not required. The attorney may be asked to take on other duties as needed.

Please send your cover letter, resume, writing sample, and preferred salary range to jobs@wvago.gov with "Civil Right" in the subject line.

Posting Date: May 25, 2022

Expiration Date: August 31, 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: 9550

Assistant General Counsel - General Counsel (Hybrid)

West Virginia University - WVU (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:

19763

Description

West Virginia University General Counsel is currently accepting applications for an Assistant General Counsel.

About the Opportunity

As an Assistant General Counsel, you will report directly to the General Counsel ("GC") and will work at the will and pleasure of the General Counsel. This position will be supervised day-to-day by the General Counsel. The Assistant/Associate General Counsel will represent and advocate the legal interests of West Virginia University, the WVU Board of Governors, the President, West Virginia University Research Corporation ("WVURC"), West Virginia University Innovation Corporation ("UIC"), and others on legal matters affecting the University by rendering a broad array of legal services as assigned.

We strongly believe in work-life balance and keeping time for things we love outside our work. WVU offers generous benefits, including:

37.5-hour work week

13 paid holidays (staff holiday calendar)

24 annual leave (vacation) days per year

18 sick days per year (for when you're ill, for when you need time to care for sick family, for your own, or your family's, regularly scheduled medical appointments. Who is family for the purpose of this leave? A lot of people in your life including immediate relatives and in-laws as well as others considered to be members of your household living under the same roof)

WVU offers a range of health insurance and other benefits (this position is a benefits-eligible non-classified staff position)

401(a) retirement savings with 6% employee contribution match, eligibility to continue health insurance, and other retiree perks.

Looking for more retirement benefits information? Check out retirement health insurance benefits, retirement income, and FAQ's.

Wellness programs

What you'll do:

Although this position will be asked to assist with many different legal aspects and issues presented to the GC's office, it will primarily be tasked with assisting in various transactional matters, with a specific focus on sponsored research, licensing, and intellectual property.

Provide direct policy-making input and advice on matters of substantial magnitude related to critical University activities, policy questions and operation procedures and, as needed, draft, modify, or review institutional policies, procedures, and practices.

Review, draft, and negotiate contracts on behalf of the University, WVURC, and UIC.

Provide advice on issues related to the Family Educational Rights and Privacy Act (FERPA), the West Virginia Freedom of Information Act (WV FOIA), Family Medical Leave Act (FMLA), the Americans with Disabilities Act (ADA), and/or the Health Insurance Portability and Accountability Act (HIPAA).

Review, draft, and negotiate responses for documents requests, including WV FOIA requests, subpoenas, and other document requests.

Assist the University, WVURC and UIC, and support staff assigned to the University, WVURC and UIC, for federal, state, and industry sponsored contract and research grant solicitation, negotiation, administration, and compliance.

Provide advice on issues related to higher education law, health care law, corporate law, employment, compliance with regulations governing federal research, immigration, trademark, and/or intellectual property.

Conduct legal research and draft memoranda.

Provide, under supervision of GC, high quality advice to the Board on legal matters affecting the University, WVURC, and UIC.

As directed from time to time by the General Counsel, assist in litigation relating to the University or affiliated entities.

All other duties as may be assigned from time to time by the General Counsel.

Qualifications

J.D. degree from an accredited law school

Successfully taken and passed the U.S. Patent Exam for lawyers, or have a willingness to do so within the first year of employment at WVU.

Experience in intellectual property, licensing agreements, and/or sponsored research agreements

Relevant experience preferred in two or more of the following areas: Higher education law

Contract drafting

Transactional work

Litigation
Health care law
Corporate law
Employment
Compliance with regulations governing federal research
Immigration
Trademark and intellectual property.
Excellent oral and written skills.
Strong legal research and writing skills.
Ability to work collegially in a diverse, complex environment.
Certifications:

Currently licensed to practice law in West Virginia or become licensed in an agreed upon timeframe

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

West Virginia University is proud to be an Equal Opportunity employer and is the recipient of an NSF ADVANCE award for gender equity. The University values diversity among its faculty, staff, and students, and invites applications from all qualified applicants regardless of race, ethnicity, color, religion, gender identity, sexual orientation, age, nationality, genetics, disability, or Veteran status.

Job Posting
: May 18, 2022
Posting Classification: Non-Classified
Exemption Status: Exempt
Benefits Eligible: Yes
Schedule
: Full-time

Posting Date: May 25, 2022

Expiration Date: August 31, 2022

Contact: Human Resources

Resume Receipt: Other (see below)

How to Apply: <https://talentandculture.wvu.edu/>

ID: 9545

Assistant Prosecuting Attorney

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

Position Type: Full-time

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

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

Description:

The Boone County Prosecuting Attorney's Office is accepting applications for an Assistant Prosecuting Attorney position. The primary responsibilities shall include, but not be limited to, the following criminal matters: sexual abuse/assault cases, child abuse cases, and general felony and misdemeanor matters in the Magistrate and Circuit Courts. The applicant must be a member of the West Virginia State Bar in good standing, or eligible to apply for Rule 10 with the West Virginia Supreme Court.

The applicant's salary is commensurate with experience. A full benefits package is available for a full-time position. Individuals seeking a part-time position are also encouraged to apply.

/D.E. Taylor, Prosecuting Attorney

Boone County, West Virginia

200 State Street
Madison, WV 25130
304-369-7380 (O) 304-369-3803 (F)

dtaylor@boonecountywv.net

Posting Date: May 25, 2022

Expiration Date: August 31, 2022

Contact: D.E. Taylor
Prosecuting Attorney
200 State Street Madison, West Virginia 25130 United States

Resume Receipt: E-mail

Default email for resumes.: dtaylor@boonecountywv.net

ID: 9548

Associate General Counsel

Associated General Contractors of America (AGC) (Arlington, VA)

Position Type: Full-time

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

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

Description:

AGC America, Inc
Associate General Counsel
United States
Employer Provided Salary:\$200K - \$230K

PRINCIPLE RESPONSIBILITIES

Draft, review, and negotiate contracts across all functional areas, including commercial agreements, vendor agreements, confidentiality agreements, sales agreements, supply agreements, joint development agreements, and other contracts including drafting contracts for specific transactions for which no templates currently exist.
Advise teams on compliance with the terms of active contracts, with the ability to interpret and discuss complex legal concepts in a pragmatic way that results in actionable business advice.
Manage contract workflow and serve as a point of contact for business personnel for contractual matters, including responding to process and status questions, and act as the lead manager for the Department's contract management software.
Research and advise business leaders on emerging legislative and regulatory changes affecting AGC's various businesses in North America.
Assist with trade compliance and import/export control issues for AGC's various businesses.
Support litigation and pre-litigation matters/commercial disputes across a wide range of issues for each North America business.
Perform other duties and responsibilities as directed, including assisting as needed with complex commercial transactions, M & A transactions, real estate matters, and other legal needs in North America.
Work closely with internal business partners to proactively address and resolve potential disputes while supporting business objectives.
Special assignments and projects.

SKILLS/QUALIFICATIONS/EXPERIENCE

Bachelor's degree from an accredited college or university required.
Juris Doctor from an accredited law school required.
Licensed member of the bar, in good standing, in one or more U.S. jurisdictions required.
Minimum of 8-10 years related and relevant in-house experience required.
Minimum of 13 years related and relevant overall legal experience preferred, including experience working in a law firm.
Excellent written and verbal communication skills, with strong drafting skills suitable to complex and sophisticated matters.
Ability to handle highly sensitive and confidential information with discretion and in a manner that is efficient and productive to management decision-making.
Ability to manage multiple projects with correct prioritization and time management skills.
Ability to provide strategic high-level legal counsel as a partner to senior business leaders.
Willingness and interest to work independently and as a team player on a broad range of legal matters.
Must be able to prioritize and manage numerous matters simultaneously with minimal to no supervision.
Strong interpersonal skills required.
Consistent job attendance required.
Travel to various AGC locations in North America required.
Job Type: Full-time

Pay: \$200,000.00 - \$230,000.00 per year

Benefits:

401(k)
401(k) matching
Dental insurance
Employee assistance program
Flexible schedule
Flexible spending account
Health insurance
Health savings account
Life insurance
Paid time off

Professional development assistance
Relocation assistance
Vision insurance
Schedule:

Monday to Friday
Work Location: Multiple Locations

Posting Date: May 25, 2022

Expiration Date: August 31, 2022

Contact: Human Resources
2300 Wilson Blvd Suite 300 Arlington, Virginia 22201 United States

Resume Receipt: Other (see below)

How to Apply: info@agc.org

ID: 9546

Attorneys – Solicitor General Division

The Office of the West Virginia Attorney General (Charleston, WV)

Position Type: Full-time**Geographic Preference:** Charleston**Job Location(s):** Charleston, West Virginia (United States)**Description:**

Attorneys – Solicitor General Division: The West Virginia Attorney General's Office is accepting applications for positions in the Solicitor General's group. Excellent writing skills required; clerkship and appellate/administrative law litigation experience preferred. Must be eligible to waive into the WV Bar or willing to pursue state bar membership, and candidates should have 3+ years of litigation experience (including clerkship term(s)). Positions are based out of Charleston, WV, with some geographic flexibility within the State considered on a case-by-case basis.

As the SG oversees all appeals involving the State of West Virginia, the SG group's appellate-heavy docket spans all practice areas across the Office. The group also works on statewide and national matters involving federalism, matters of first impression, and other significant 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 second chair or present argument in some federal court proceedings. The group is a small team, with all attorneys taking significant responsibility for their matters and contributing at highly substantive levels. Responsibilities include primary drafting for appellate briefs, dispositive motions, and administrative comments; drafting Attorney General opinions; and researching and providing strategic advice on high-profile matters to the Attorney General and other constitutional officers.

Applicants should submit their resume, a writing sample, and a cover letter to jobs@wvago.gov or may reach out directly to Solicitor General Lindsay See at lindsay.s.see@wvago.gov.

Posting Date: May 25, 2022**Expiration Date:** August 31, 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: Other (see below)**How to Apply:** Applicants should submit their resume, a writing sample, and a cover letter to jobs@wvago.gov or may reach out directly to Solicitor General Lindsay See at lindsay.s.see@wvago.gov**Additional Documents:** Cover Letter, Writing Sample**ID:** 9553

Deputy Director for Medicaid Fraud Control Unit

The Office of the West Virginia Attorney General (Charleston, 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:

Deputy Director for Medicaid Fraud Control Unit: The West Virginia Attorney General’s Office seeks a Deputy Director for the Medicaid Fraud Control Unit (“MFCU”). The MFCU is charged with investigating, prosecuting and obtaining criminal and civil remedies against individuals and corporate entities responsible for improper or fraudulent Medicaid billing schemes as well as investigating and prosecuting allegations of abuse and neglect of residents in nursing homes and other residential healthcare facilities. To fulfill these obligations, the MFCU works to identify and investigate fraud committed by hospitals, nursing homes, pharmacies, home health agencies, transportation providers, clinics, hospitals, doctors, dentists, nurses, and other Medicaid providers – as well as individuals, who, for their own financial benefit, interfere with quality healthcare or exploit Medicaid beneficiaries. Applicants must be licensed to practice law, possess good judgement, and have a minimum of three (3) years of management experience, with at least five (5) years of management experience preferred. Candidates with prior experience handling healthcare fraud and/or healthcare regulatory matters may substitute such specialized experience for management experience on a year-for-year basis. Ideal applicants will have substantial grand jury and trial experience that preferably includes the investigation, prosecution or defense of financial crimes, as well as experience in state and federal courts in West Virginia.

Responsibilities will include, but are not be limited to:

- Assisting the MFCU Director in overseeing and managing the MFCU’s operations;
- Applying generally accepted investigative techniques to advance the MFCU’s investigations toward completion, including but not limited to the use of administrative subpoenas, interviews, grand jury subpoenas, surveillance, cell phone record preservation requests, consensual telephone and non-telephone monitoring, wiretaps, pen registers, mail covers, undercover operations, confidential informants and witnesses, document examination, review of financial records, claims data analysis, search warrants, arrest warrants, and indictments;
- Providing legal guidance, direction and assistance to MFCU staff to ensure consistent forward momentum in the MFCU’s investigations;
- Employing broad management skills in administration, budgeting, personnel, and technical matters, including planning, organization, defining and sequencing investigative tasks, and human resource development;
- Assisting the MFCU Director in establishing objectives and performance goals, and assessing investigative output and case progress;
- Utilizing feedback systems, performance measures and benchmarks to assure adequate performance and successful goal achievement;
- Planning, directing, overseeing, coordinating and conducting investigations related to alleged Medicaid fraud by health care providers, as well as patient abuse, neglect and financial exploitation allegations;
- Supervising subordinate staff, providing technical direction and guidance when problems of high complexity and sensitivity arise during investigations, and implementing generally accepted project management techniques as needed;
- Meeting with other West Virginia and federal law enforcement agencies involved in the investigation, litigation and prosecution of matters falling within the MFCU’s jurisdiction;
- Establishing and maintaining liaison with other MFCU partners, such as Managed Care Organizations (MCOs) and private sector health insurance companies;
- Assisting the MFCU Director in maintaining and reviewing the Unit’s statistical data, and in preparing annual reports and recertification applications for submission to the Inspector General for the U.S. Department of Health and Human Services (HHS);
- Planning, attending and participating in training programs designed to increase, advance, and update advocacy skills, legal knowledge, project management skills, personnel management performance, knowledge of emerging issues in digital evidence, and the investigation and prosecution of health care fraud, abuse and neglect cases;
- Reviewing and assessing investigative output and case progress;
- Instructing subordinate staff on office policies, procedures, work processes and methods as needed to maximize the MFCU’s effectiveness, and recommending modifications to the same, in accordance with the Attorney General’s directives and instructions;

Candidates must have an active WV law license or be eligible for admission.

Please send your cover letter, resume, writing sample, and preferred salary range to jobs@wvago.gov with "MFCU Deputy Director" in the subject line.

Posting Date: May 25, 2022

Expiration Date: August 31, 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: 9549

Director—Civil Rights Division

The Office of the West Virginia Attorney General (Charleston, 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:**

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.

Posting Date: May 25, 2022**Expiration Date:** August 31, 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:** 9555

Litigation Attorney-Main Office

The Office of the West Virginia Attorney General (Charleston, 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:

Litigation Attorney-Main Office: The West Virginia Attorney General's Office seeks an experienced Litigation Attorney to assist with litigation and other matters in the Main Office. Candidates must have at least three (3) years of litigation experience that reflects a strong work ethic, integrity, and professionalism. Successful candidates will have excellent interpersonal, organizational, and verbal/written communication skills. Experience with complex litigation or matters is beneficial but not required. 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 "Main Office Attorney" in the subject line

Posting Date: May 25, 2022

Expiration Date: August 31, 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: 9552

Senior Assistant Attorney General-Consumer

The Office of the West Virginia Attorney General (Charleston, 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:

Senior Assistant Attorney General-Consumer: The Office of the West Virginia Attorney General is currently seeking an attorney for a senior management position in our Consumer Protection division. Candidates must have at least eight (8) years of senior management experience, specifically managing attorneys and staff as well as some day-to-day operations in the office. Successful candidates will have experience handling high-profile, complex, and multi-state litigation. Candidates must have an active WV law license or be eligible for admission. The Senior Attorney's responsibilities will include some supervisory administrative functions, such as the use of time management software to maintain proper records of employee attendance and leave.

Please send your resume, a writing sample and preferred salary range to jobs@wvago.gov with "Senior Attorney-Consumer" in the subject line.

Posting Date: May 25, 2022

Expiration Date: August 31, 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: 9551

Assistant Prosecuting Attorney

Fayette County Prosecuting Attorney's Office (Fayetteville, WV)

Position Type: Full-time

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

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

Description:

The Office of the Prosecuting Attorney for Fayette County, West Virginia has an opening for an assistant prosecuting attorney. Duties will primarily include the prosecution of misdemeanor and felony criminal cases. Prior courtroom experience a plus, but not required. Position includes generous benefits package with paid sick and annual leave, state recognized holidays, pension through the Public Employees Retirement System, 401(k), health insurance, dental and vision insurance. Salary commensurate with experience. Please submit a cover letter and resume to Prosecuting Attorney, Anthony Ciliberti, Jr. at anthony.ciliberti.pa@gmail.com.

Posting Date: May 16, 2022

Expiration Date: August 31, 2022

Contact: Anthony Ciliberti

108 East Maple Avenue Fayetteville, West Virginia 25840 United States

Resume Receipt: E-mail

Default email for resumes.: anthonyciliberti66@gmail.com

Additional Documents: Cover Letter

ID: 9504

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): Washington, Pennsylvania (United States)

Description:

Employment Opportunity

Staff Attorney

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 Washington County office. We would like to fill this position quickly and are very much open to Class of 2022 grads to begin in August and have a month of shadowing/training. Before bar passage/swearing in, the new staff attorney will be supervised by, and handle court proceedings, with barred attorneys, essentially under the certified legal intern rule.

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 other civil 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 Washington 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

Posting Date: May 11, 2022

Expiration Date: August 31, 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: Cover Letter, Unofficial Transcript, Other Documents

Requested Document Notes: A list of at least 2 references.

ID: 9485

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): Washington, Pennsylvania (United States)

Description:
Employment Opportunity

Staff Attorney

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 Washington County office. We would like to fill this position quickly and are very much open to Class of 2022 grads to begin in August and have a month of shadowing/training. Before bar passage/swearing in, the new staff attorney will be supervised by, and handle court proceedings, with barred attorneys, essentially under the certified legal intern rule.

As a member of our team, you will:

- Advise and represent parents and other custodians in juvenile dependency matters
- Participate in the county's Family Engagement Initiative, including meetings related to family crisis and response intended to empower families
- 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 Washington County Court of Common Pleas. On non-court work days, some work from home may be available. 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

Posting Date: May 11, 2022

Expiration Date: August 31, 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: Cover Letter, Unofficial Transcript, Other Documents

Requested Document Notes: List of 2 references

ID: 9486

Transportation Attorney 1

West Virginia Division of Transportation, Division of Highways, Legal Division (Charleston, 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:**

Transportation Attorney 1 - Kanawha County
 Salary
 \$1,925.00 - \$2,961.54 Biweekly
 Location
 Charleston, WV
 Job Type
 Full-Time Permanent
 Division
 West Virginia Department of Transportation
 Job Number
 DOH22LG112B
 District/Subdivision
 Legal Division

Closing
 5/11/2022 11:59 PM Eastern

DESCRIPTION

BENEFITS

QUESTIONS

Nature of Work

The Transportation Attorney I for the West Virginia Department of Transportation/Division of Highways works under the direct supervision of the Legal Division Manager of the employment section and the Legal Director. This position performs legal support duties in a specialized legal practice area for the section. Among other duties, performs legal analyses; title searches; draft pleadings; and files court documents with county clerks. Recommends solutions to problems that may come from both within and outside of the Agency, which may require analysis and probing to develop a conclusion. Will consult with agency attorneys on the interpretation of court opinions and adaptation of policies and guidelines. The successful candidate must be discreet and tactful in safeguarding sensitive information and be able to work with and maintain confidential information. Related duties as required.

Pay Grade 19

Typical Duties and Responsibilities

- Provide support to Division staff of a specialized legal practice area including attorneys, and administrative support in determining case strategy, developing litigation tactics, research, investigations, and conducting litigation
- Report to the Director and/or Attorney Manager
- Rendering legal recommendations to the Director and/or Attorney Supervisor
- Must use independent judgment in the interpretation and adaptation of policies and guidelines
- May represent the agency before administrative forums not requiring law license
- Performs legal work in connection specialized area of assignment such as contract law, employment law, real property law, collections and civil litigation matters
- Makes recommendations to Director and/or Attorney Manager regarding further appeal of contested cases
- Consults with agency staff on the interpretation of court opinions and statutes, the application of rules and regulations, and related matters where a serious legal issue is involved
- Personal contacts are with individuals or groups from outside the agency in a moderately unstructured setting
- Answering telephone inquiries, written inquiries including Freedom of Information Act requests and correspondence
- Performs related duties as assigned
- Travel may be required, therefore; a valid driver's license may be required.

Required Skills and Knowledge

- Knowledge of statutes, court opinions, and Attorney General opinions
- Knowledge of judicial and quasi-judicial procedures
- Ability to conduct complex civil and administrative litigation in trial and appellate courts
- Ability to analyze facts, evidence, and legal instruments
- Ability to interpret and apply laws, constitutional provisions, statutes, administrative regulations, and court decisions.
- Ability to establish and maintain effective working relationships with other agencies, other WVDOT divisions, the public, and the federal government
- Ability to communicate effectively and express conclusions and arguments clearly and logically both orally and in writing
- Significant education or training is required to carry out duties in this level

- Work is generally administrative or professional requiring knowledge pertinent related education and experience
- Ability to supervise and direct the work of subordinate attorneys and other staff members in the conduct of legal affairs and establish and review results
- Ability to effectively coordinate staff functions in the provision of competent legal assistance to the Agency
- Ability to determine issues in various cases
- Ability to analyze complex legal issues and render formal opinions
- Ability to creatively develop case strategy and tactics and have excellent skills in problem solving
- Ability to demonstrate discretion
- Ability to mentor, develop, and train administrative staff

Required Education and Experience

REQUIRED TRAINING/EDUCATION

Graduation from a regionally accredited or American Bar Association accredited law school with a Juris Doctorate.

REQUIRED EXPERIENCE This is the entry level classification in this series. No prior experience is required.

Agency

West Virginia Department of Transportation (WV)

Division

West Virginia Department of Transportation

Address

1900 Kanawha Blvd, East

Building 5, Room A-450

Charleston, West Virginia, 25305

Phone

304-558-3111

Website

<https://transportation.wv.gov>

Posting Date: May 6, 2022

Expiration Date: August 31, 2022

Contact: Leslie Adkins

Recruiter/Talent Acquisition

Leslie Adkins WV Department of Transportation Division of Highways 1900 Kanawha Blvd., East Bldg. 5, Room 317 Charleston, West Virginia

25305-0430 United States

Resume Receipt: Other (see below)

How to Apply: [https://www.governmentjobs.com/careers/wvdot/jobs/3541671/transportation-attorney-1-kanawha-county?](https://www.governmentjobs.com/careers/wvdot/jobs/3541671/transportation-attorney-1-kanawha-county?keywords=Attorney&pagetype=jobOpportunitiesJobs&fbclid=IwAR2nBspm5mBZO9SkT6zKkprQwyDQ0kWBzM9PSTSbaVe2ECBupLoigIq3bmQ)

[keywords=Attorney&pagetype=jobOpportunitiesJobs&fbclid=IwAR2nBspm5mBZO9SkT6zKkprQwyDQ0kWBzM9PSTSbaVe2ECBupLoigIq3bmQ](https://www.governmentjobs.com/careers/wvdot/jobs/3541671/transportation-attorney-1-kanawha-county?keywords=Attorney&pagetype=jobOpportunitiesJobs&fbclid=IwAR2nBspm5mBZO9SkT6zKkprQwyDQ0kWBzM9PSTSbaVe2ECBupLoigIq3bmQ)

Website

<https://transportation.wv.gov>

ID: 9467

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>

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

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.

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

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.

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

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): Mercer County, West Virginia (United States)
Parkersburg, West Virginia (United States)
Princeton, West Virginia (United States)
Martinsburg, West Virginia (United States)
Berkeley County, West Virginia (United States)
Raleigh, West Virginia (United States)

Description:

Two attorney vacancies in the Bureau for Child Support Enforcement.

Martinsburg (Berkeley County) Princeton (Mercer County). and Raleigh 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.

Posting Date: May 2, 2022

Expiration Date: September 1, 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

Term Law Clerk for a U.S. Magistrate Judge

U.S. District Court for the Northern District of West Virginia - U.S. Magistrate Judge Michael John Aloï

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:

United States District Court
Northern District of West Virginia Vacancy Announcement
Position Title: Term Law Clerk for a U.S. Magistrate Judge
Location: Clarksburg, West Virginia
Type: Full-time
Opening Date: April 14, 2022
Closing Date: Open Until Filled
Starting Salary: JSP 11/1 – JSP 13/1 (\$66,214 - \$94,373)
Starting salary commensurate with qualifications and experience

Position Description:

The United States District Court for the Northern District of West Virginia invites applications for the position of term law clerk to U.S. Magistrate Judge Michael John Aloï. The position will be based at the Clarksburg point of holding court, and serve both the Clarksburg and Elkins points of holding court.

Principal duties of the position include researching substantive issues of federal and state law; drafting legal memoranda, reports and recommendations, opinions, and orders; and attending court proceedings for a broad range of criminal and civil matters. Additional duties include continuous interactions with chambers staff, attorneys, court personnel, United States Marshals Service, prison and regional jail staff, litigants and/or the public; assistance in settlement conferences/mediations; preparation of continuing legal education and other such materials; scheduling court proceedings and preparing necessary materials; and generally providing trusted legal support to the Magistrate Judge. Strong computer literacy skills are a plus.

The term law clerk will work closely with both the career law clerk as well as the Magistrate Judge. The court handles a large number of time-sensitive matters. Thus, the term law clerk position is critical to ensure the smooth operation of a fast-paced and dynamic work environment.

Qualifications:

To qualify for the position of term law clerk, an applicant must be a graduate of an accredited law school, have excellent academic credentials, possess superior legal research, analytical, and writing skills and be proficient in computer-assisted research. The successful candidate will exhibit a courteous, professional, and cooperative attitude and a self-imposed standard of integrity and excellence.

The term law clerk appointment shall be for one (1) year, with the potential for a second year. **The position will become available September 5, 2023.**

Miscellaneous:

- U.S. citizenship required.
- Electronic Fund Transfer (EFT) for payroll deposit is required.
- subject to a background check that includes an FBI ck as a condition of employment.

- A COVID-19 vaccine and booster mandate is in effect for the Northern District of West Virginia.
- Employees of the U.S. District Court are "at will" employees and are required to adhere to a Code of Conduct of Judicial Employees, which is available to candidates for review on our website at www.wvnd.uscourts.gov/

Benefits:

Benefits include paid holidays, health insurance, a flexible benefits program, and a professional environment. Additional benefit information is available at www.uscourts.gov/careers/benefits.

Application Procedure:

Interested persons must submit through OSCAR (oscar.uscourts.gov) the following:

- Resume (no greater than a single page in length)
- Cover letter (include explanation of interest, if any, in geographic area of clerkship)
- One (1) recent writing sample (sample should be completely the work of applicant)
- Law school transcript
- Two (2) letters of recommendation (can be law school instructors, employers, or other appropriate persons)

Court's website: www.wvnd.uscourts.gov

U.S. District Court is an Equal Opportunity Employer

Posting Date: April 14, 2022

Expiration Date: August 15, 2022

Contact: Nate Fetty

Career Law Clerk

500 West Pike Street 3rd Floor P.O. Box 2857 Clarksburg, West Virginia 26302-2857 United States

Resume Receipt: Other (see below)

How to Apply: Interested persons must submit through OSCAR (oscar.uscourts.gov) the following:

- Resume (no greater than a single page in length)
- Cover letter (include explanation of interest, if any, in geographic area of clerkship)
- One (1) recent writing sample (sample should be completely the work of applicant)
- Law school transcript
- Two (2) letters of recommendation (can be law school instructors, employers, or other appropriate persons)

Additional Documents: Cover Letter, Unofficial Transcript, Writing Sample

Requested Document Notes: Resume (no greater than a single page in length)

- Cover letter (include explanation of interest, if any, in geographic area of clerkship)
- One (1) recent writing sample (sample should be completely the work of applicant)
- Law school transcript
- Two (2) letters of recommendation (can be law school instructors, employers, or other appropriate persons)

ID: 9370

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. Some work-from-home may be available.

We would like to fill this position quickly and are very much open to Class of 2022 grads to begin in August and have a month of shadowing/training. Before bar passage/swearing in, the new staff attorney will be supervised by, and handle court proceedings, with barred attorneys, essentially under the certified legal intern rule. 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

Posting Date: April 11, 2022**Expiration Date:** August 31, 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:** Cover Letter, Unofficial Transcript, Other Documents**Requested Document Notes:** Send resume and at least two references to:

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

ID: 9356

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).

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

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.

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

Commercial Finance/Real Estate Finance Entry Level Associate

Ballard Spahr LLP (Philadelphia, PA)

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

Minneapolis, Minnesota United States

Job Description:

We are seeking an entry level or post-clerkship associate to join our industry-leading finance practice in our **Minneapolis office**. We represent a wide variety of institutional clients nationwide, including commercial banks, commercial finance companies, real estate lenders, direct purchasers and private equity firms, investors and developers, and major non-profits.

Qualified candidates should demonstrate a strong interest in working on a variety of complex finance transactions. Candidates should have excellent academic credentials and strong writing and analytical skills. This is an excellent opportunity for professional growth in a collegial environment of a national law firm. Active license in Minnesota or intention to sit for the Minnesota bar exam is 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.

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 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.

We are not accepting agency submissions for this role at this time.

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.

Posting Date: July 4, 2022**Expiration Date:** August 10, 2022**Contact:** Manager of Entry Level Recruiting and Integration Lisa Feden
Manager of Entry Level Recruiting and Integration
1735 Market Street Philadelphia, Pennsylvania 19103 United States**Resume Receipt:** Other (see below)**How To Apply:** <https://www.ballardspahr.com/Careers/Law-Students>**Additional Documents:** Unofficial Transcript**Visual ID:** 9395

~~LDLLWM/LWLDJWLMWU~~ with the minimum of 5 years of relevant experience highly desired. Experience with client interactions and billing time also highly desired. This is a hands-on position with heavy litigation in transportation, products, and premises liability. This position will manage a satellite office in Martinsburg, WV, with two support staff. Must be WV barred. Salary will commensurate with experience. We are an EEO employer, offering an excellent benefits package in a collegial work environment. Deadline to upload resume to resume book is Monday, August 22 at 5:00p.m.

This is a blind listing.

To apply: To add your resume to this resume book: Symplicity > My Application Materials >Opt-in Resume Book >Liability Defense Attorney-
Martinsburg, WV