

# WVU College of Law

47 Job Postings Selected

**Attorney**

Willman & Silvaggio, LLP (Pittsburgh PA)

---

**Position Type:** Full-time

---

**Practice Area(s):** Insurance Defense

---

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

---

**Description:** Willman & Silvaggio, LLP, a mid-sized law firm with an excellent reputation as a leader in the field of insurance defense litigation and general liability matters, is seeking an Associate Attorney with two to four years experience. We offer a competitive salary and benefits package, including health benefits and 401K. Please forward resume, cover letter and writing sample to Carla Kissner, Firm Administrator at: ckissner@willmanlaw.com. No phone calls please.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 24, 2016

---

**Expiration Date:** July 23, 2016

---

**contact:** Ms. Carla D. Kissner  
Firm Administrator  
5500 Corporate Dr. Suite 150 Pittsburgh, Pennsylvania 15237 United States  
<http://willmanlaw.com>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** ckissner@willmanlaw.com

---

**Additional Documents:** Cover Letter

---

**ID:** 2201

---

**Wheeling Supervising Attorney**

Legal Aid of West Virginia (Wheeling)

**Position Type:** Full-time

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

**Description:** Wheeling Supervising Attorney Position

Legal Aid of West Virginia is seeking an energetic, skilled and committed leader for its Wheeling Office. Applicant must be an attorney with minimum three years of practice/management experience. Great benefits (4+ weeks' vacation/holidays, PEIA medical and professional development). This is a wonderful opportunity to make a difference in your community by helping some of WV's most vulnerable citizens. Send cover letter, resume and salary requirements to jobs@lawv.net or fax to 304-342-3011 by Friday, July 8, 2016. EOE Qualified women, minorities and people w/disabilities are encouraged to apply.

If you have any questions, please call me at 304-343-3013 x 2140.

**Desired Class Level:** LLM, Graduate/Alumni

**Posting Date:** June 23, 2016

**Expiration Date:** July 8, 2016

**contact:** Ms. Kerry LeMasters  
Administrative Director  
Wheeling, West Virginia United States

**Resume Receipt:** E-mail

**Default email for resumes.:** jobs@lawv.net

**Additional Documents:** Cover Letter, Other Documents

**Requested Document Notes:** Salary Requirements can be listed in the cover letter or on a separate sheet.

**ID:** 2199

**Judicial Law Clerk**

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

**Position Type:** Full-time

---

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

---

**Description:** The Thirty-First Judicial Circuit of Virginia located in the City of Manassas, Prince William County, is accepting applications for the position of judicial law clerk for the term commencing August 2017. Typically these positions are for one year. The responsibilities for law clerk positions are diverse and include legal research, review of interlocutory motions prior to their being heard, and the drafting and review of legal opinions. Law clerks review civil files and proposed orders prior to their presentation for entry; provide daily and weekly briefings on criminal and civil dockets; and may be required to manage scheduling for cases assigned to a specific judge. They also assist with serious criminal matters including capital prosecutions.

Applicants for these positions must plan to graduate for law school by June of 2017 and are expected to take the Virginia Bar Examination. Applications must be postmarked by September 2, 2016. Interviews will be conducted by the Circuit Court judges in September 2016. For consideration, please submit a cover letter, resume, transcript, any letters of recommendation and optional writing sample.

---

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

---

**Posting Date:** June 21, 2016

---

**Expiration Date:** September 1, 2016

---

**contact:** Craig D. Johnston  
Chief Judge  
The Honorable Judges of the Thirty-First Judicial Circuit of Virginia.  
Attn: Susan Freche 9311 Lee Avenue Third Floor, Manassas Virginia  
20110

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** Mail application to:

The Honorable Judges of the Thirty-First Judicial Circuit of Virginia.  
Attn: Susan Freche  
9311 Lee Avenue, Third Floor  
Manassas, Virginia 20110

---

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

---

**Requested Document Notes:** Letters of recommendation, optional writing sample

---

**ID:** 2197

---

**Advocate**



The Borgen Project

**Position Type:** Internship

---

**Practice Area(s):** Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, All Practice Areas, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

---

**Geographic Preference:** Unknown

---

**Description:** This is a great entry-level volunteer position for someone looking to be part of The Borgen Project. Advocates can operate from anywhere in the U.S.

Attend one (30-60 minute) national conference call per month: 5PM PDT 6PM MDT 7PM CDT 8PM EDT

Serve as an ambassador for the world's poor. Build awareness of the issues and ways people can help.

Manage and implement fundraising campaigns.

Represent The Borgen Project in your city – attend events and engage people in the cause.

Contact congressional leaders in support of key poverty-reduction programs.

Qualifications:

Excellent overall communication skills: oral, written, presentation.  
Ability to self-manage and prioritize assignments.

---

**Desired Class Level:** 1L, 2L, 3L, LLM, Graduate/Alumni

---

**Posting Date:** June 17, 2016

---

**Expiration Date:** December 31, 2016

---

**contact:** Borgen Project  
Seattle, Washington 98107 United States

---

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

---

**Default email for resumes.:** ops@borgenproject.org

---

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hiring@borgenproject.org](mailto: hiring@borgenproject.org) with  
the respective position in the subject line.

---

**Additional Documents:** Cover Letter, Unofficial Transcript

---

**ID:** 2188

---

## Editor Internship

## The Borgen Project

**Position Type:** Internship

---

**Practice Area(s):** Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, All Practice Areas, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

---

**Geographic Preference:** Unknown

---

**Description:** The Borgen Project is an innovative, national campaign that is working to make poverty a focus of U.S. foreign policy. Editors edit articles for BORGEN Magazine and The Borgen Project Blog. The Editor is responsible for reviewing and editing articles submitted by The Borgen Project's national team of writers. The internship is 260-hours, unpaid and can be completed part-time or full-time. The position is done from home, but follows a set schedule. A minimum of 15 hours per week and weekend shifts are available for those who prefer it.

- Edit and format articles submitted by national writers.
- Work with writers to improve their articles.
- Assist with fundraising. Create a personal fundraising campaign and meet targets.
- Attend national conference call every Monday at 5PM PST.

Qualifications: Must have great editing skills. Must be able to work independently and meet deadlines with very little supervision. Experience writing SEO friendly content is helpful, but not required.

---

**Desired Class Level:** 1L, 2L, 3L, LLM, Graduate/Alumni

---

**Posting Date:** June 17, 2016

---

**Expiration Date:** December 31, 2016

---

**contact:** Borgen Project  
Seattle, Washington 98107 United States

---

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

---

**Default email for resumes.:** ops@borgenproject.org

---

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hiring@borgenproject.org](mailto: hiring@borgenproject.org) with  
the respective position in the subject line.

---

**Additional Documents:** Cover Letter, Unofficial Transcript

---

**ID:** 2195

---

## Political Affairs Internship

## The Borgen Project

**Position Type:** Internship

---

**Practice Area(s):** Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, All Practice Areas, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

---

**Geographic Preference:** Unknown

---

**Description:** The Borgen Project is an innovative, national campaign that is working to make poverty a focus of U.S. foreign policy. This is a part-time 14-hours per week, unpaid telecommuting internship. The internship is 4-months and responsible for leading public and political outreach in the state and district assigned to. Must be available Monday's 4:30-6:00 PM PST for The Borgen Project's national conference call.

- Meet with members of Congress and/or Congressional staffers in your State and District.
- Represent The Borgen Project at various business, political and community events.
- Assist with fundraising. Create a personal fundraising campaign and meet targets.
- Mobilize individuals to contact their members of Congress in support of key poverty-reduction legislation.
- As needed, speak to groups, classes and organizations.
- Write letters of support for key programs to political leaders, media and other groups.

Qualifications:

- Outstanding writing skills.
  - Self-starter who can produce great results with limited supervision.
  - Strong oral communication skills and ability to lead meetings and give speeches.
- 

**Desired Class Level:** 1L, 2L, 3L, LLM, Graduate/Alumni

---

**Posting Date:** June 17, 2016

---

**Expiration Date:** December 31, 2016

---

**contact:** Borgen Project  
Seattle, Washington 98107 United States

---

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

---

**Default email for resumes.:** ops@borgenproject.org

---

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hiring@borgenproject.org](mailto: hiring@borgenproject.org) with  
the respective position in the subject line.

---

**Additional Documents:** Cover Letter, Unofficial Transcript

---

**ID:** 2194

---



**Regional Director**

## The Borgen Project

**Position Type:** Internship

---

**Practice Area(s):** Adjunct Law Teaching, Administrative, Admiralty, Aeronautical, Antitrust & Trade Regulation, Appellate, Banking & Finance, Bankruptcy, Civil Rights, Commercial, All Practice Areas, Construction, Corporate, Corporate Securities, Criminal - Defense, Crminal - Prosecution, Disability, Education/School, Employee Benefits, Employment, Energy/Utility, Entertainment & Sports, Environmental, Estate Planning & Probate, Government Contracts, Health, Housing, Immigration/Refuge, Insurance, Insurance Defense, Intellectual Property, International, Labor, Litigation, Malpractice - Defense, Malpractice - Plaintiff, Military, Municipal, Negligence & Personal Injury, Real Property, Taxation, Worker's Compensation, Zoning & Land Use, ACCOUNTING, PSYCHOLOGY, BUSINESS MANAGEMENT, POLITICAL SCIENCE, GOVERNMENT/SERVICE, JOURNALISM, BUSINESS ADMINISTRATION, INTERNATIONAL RELATIONS, BIOLOGY, GENERAL, MUSIC, HISTORY, MARKETING, CRIMINOLOGY, FINANCE, RELIGION/RELIGIOUS STUDIES, ART/DESIGN, SOCIOLOGY, CHEMICAL ENGINEERING, ECONOMICS, COMMUNICATIONS, CRIMINAL JUSTICE, LIBERAL ARTS, PUBLIC AFFAIRS/SERVICES/ADMIN, ENGLISH, PETROLEUM ENGINEERING, CHEMISTRY, SPECIALIZATION, HUMANITIES - OTHER, BUSINESS MANAGEMENT/ADMINISTRATION, INTERDISCIPLINARY STUDIES, FILM PRODUCTION, PRE-LAW, INTER AMERICAN RELATIONS, INDUSTRIAL ENGINEERING, SPEECH PATHOLOGY/AUDIOLOGY, ANY AREA NOT LISTED - OTHER, PHILOSOPHY, PHYSICAL EDUCATION, INTERNATIONAL STUDIES, WOMEN'S STUDIES, GERMAN, BUSINESS/COMMERCE - OTHER, EDUCATION, GENERAL, LITERATURE, ENVIRONMENTAL SCIENCES, LAW, HEALTH PROFESSIONS - OTHER, AGRICULTURE

---

**Geographic Preference:** Unknown

---

**Description:** You don't need to be a lobbyist to help influence foreign policy. As a Regional Director, you'll serve as a Borgen Project Ambassador in your city – mobilizing your friends, family and colleagues to contact Congress in support of key poverty reduction legislation.

Key Responsibilities:

Attend one (30-60 minute) national conference call per month: 5PM PDT 6PM MDT 7PM CDT 8PM EDT

Meet with local congressional leaders and lobby for legislation that improves living conditions for the world's poor.

Mobilize people in your community to contact their congressional leaders to support poverty reduction legislation.

Manage and implement fundraising campaigns.

Build a network of people engaged in the cause.

Serve as The Borgen Project's ambassador in your city.

Qualifications:

Basic understanding of U.S. Politics and international development. Highly organized with the ability to prioritize multiple functions and tasks while managing their work time efficiently.

Strong team player that loves to bring new ideas to the table.

Ability to demonstrate frequent independent judgment with decisiveness.

Excellent overall communication skills: oral, written, presentation

---

**Desired Class Level:** 1L, 2L, 3L, LLM, Graduate/Alumni

---

**Posting Date:** June 17, 2016

---

**Expiration Date:** December 31, 2016

---

**contact:** Borgen Project  
Seattle, Washington 98107 United States

---

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

---

**Default email for resumes.:** ops@borgenproject.org

---

**How To Apply:** Learn more at <http://borgenproject.org>.  
Email your resume and cover letter to [hiring@borgenproject.org](mailto: hiring@borgenproject.org) with  
the respective position in the subject line.

---

**Additional Documents:** Cover Letter, Unofficial Transcript

---

**ID:** 2189

---

**Assistant prosecuting Attorney**

Greenbrier County Prosecuting Attorney (Lewisburg, WV)

---

**Position Type:** Full-time

---

**Practice Area(s):** Crminal - Prosecution

---

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

---

**Description:** Immediate opening for a full time assistant prosecuting attorney to handle the abuse and neglect proceedings as well as juvenile case load for Greenbrier County. Applicants shall submit at a minimum a resume, cover letter and references no later than 4 pm on June 24, 2016.

---

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

---

**Posting Date:** June 16, 2016

---

**Expiration Date:** June 24, 2016

---

**contact:** Ms. Britt Ludwig  
Asst. Prosecuting Attorney  
P.O. Box 911 Lewisburg, West Virginia 24901 United States

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** britt.ludwig@greenbriercounty.net

---

**Additional Documents:** Cover Letter

---

**Requested Document Notes:** Resume to indicate whether admitted to the West Virginia Bar, and if not, expected admittance date.

---

**ID:** 2187

---

**Associate General Counsel**

WVU General Counsel's Office (Morgantown, WV )

<b>Position Type:</b> Full-time
<b>Geographic Preference:</b> Unknown
<b>Description:</b> See job description at <a href="https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=03376">https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=03376</a>
<b>Desired Class Level:</b> Graduate/Alumni
<b>Posting Date:</b> June 15, 2016
<b>Expiration Date:</b> August 15, 2016
<b>contact:</b> Ms. Carol Murray Recruiter
<b>Resume Receipt:</b> Other (see below)
<b>How To Apply:</b> Applications must submitted through WVU HR at <a href="https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=03376">https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=03376</a>
<b>Additional Documents:</b> Cover Letter
<b>Requested Document Notes:</b> Applicants should include names of three professional references.
<b>ID:</b> 2183

## **Attorney Abstractor**



Chain of Title Land Services, LLC (Pittsburgh, PA)

**Position Type:** Full-time

---

**Practice Area(s):** Energy/Utility

---

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

---

**Description:** POSITION SUMMARY

Conducting property research for a title abstracting company using online records and courthouse records. Research consists of a full ownership search from 1859 to present, in addition to identification and inclusion of adverse items, including liens, mortgages, judgments, oil and gas severances and rights of way affecting the property being researched.

ESSENTIAL JOB FUNCTIONS

- Perform online and courthouse searching of property records, including locating tax, lien and probate information
- Preparation of run sheets, abstracts, mineral ownership reports, and title research for submission to client
- Conducting title research both electronically and through government agencies, such as the County Clerk's Office, Prothonotary's Office, Probate Office, and Recorder of Deeds, including reviewing public records, court dockets, and title documents (i.e. deeds, easements, agreements, restrictions, liens, etc.).
- Responsible for submission of all abstracting work on time
- Drafting of title blog entries for website
- Correspondence with clients and certifying attorneys in regards to abstract work, including typing of emails, business letters, and phone calls
- Ability to work both independently and as a team member, working to carry out assignments that meet the parameters of the instructions, time-lines, and restrictions given by direct abstracting managers and contracting clients
- Ability to use ARCGIS mapping software
- Travel to courthouses to conduct research may be required
- Additional duties required as needed

REQUIREMENTS

Education: Bachelor's Degree in Communications, Real Estate, Geology, Engineering, or other relevant degrees, or equal combination of education and experience. Current enrollment in or completion of law school required. Property Law course completion preferred.

Experience: At least 1 to 2 years of abstracting experience required. Previous law firm or real estate experience helpful.

Knowledge, Skills, and Abilities: Strong interpersonal and communication skills, and the ability to effectively interact with all organizational levels. Strong problem solving and organizational skills. Strong PC skills, especially in MS Office applications including Word, Excel, and Outlook; understanding of timekeeping systems and principles. Able to prioritize and handle competing priorities. Able to see projects through to completion within client time constraints. Excellent follow-up and follow-through skills necessary. Able to read and understand deeds, mortgages and other real estate documents. Comprehensive knowledge and application of real estate and property law principles.

---

OTHER

Supervisory Responsibilities:  
None.

Equipment to be Used: Personal computer and other office equipment such as telephone, typewriter, calculator, fax machine, duplicating machine, etc. Vehicle and current driver's license also required when abstracting searches must be performed at the courthouse.

Typical Physical Demands:  
Sitting for extended periods, standing, bending, stooping, and reaching. Occasional lifting up to 20 pounds. Manual dexterity sufficient to operate standard office machines. Range of hearing and vision sufficient to operate standard office machines and communicate extensively via telephone.

Typical Mental Demands:  
Applicants must enjoy working in a faced-paced, team-oriented work environment, and must possess a commitment to demonstrating a strong and consistent work ethic. Qualified candidates must also possess a high attention to detail as this position involves responsibility for accuracy regarding critical real estate documents. Additionally, candidates should have excellent communication skills and must be comfortable interacting with clients tactfully in high-pressure customer service situations. Candidates should be able to grasp and apply new ideas and technologies, in addition to communicating and successfully interacting with various personalities at all organizational levels.

Working Conditions:  
Typical office setting, normally Monday through Friday business hours. Working in excess of 40 hours in a work week may be required in order to meet deadlines, complete special projects, or otherwise carry out the necessary functions of the position.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 15, 2016

---

**Expiration Date:** July 15, 2016

---

**contact:** Lori J. Newman  
Office Manager  
106 Isabella Street Pittsburgh, Pennsylvania 15212  
<http://www.chainoftitleland.com>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [lori.newman@chainoftitleland.com](mailto:lori.newman@chainoftitleland.com)

---

**ID:** 2185

---

**Communications Specialist WVU College of Law**

West Virginia University - College of Law (Morgantown, WV.)

**Position Type:** Full-time

---

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

---

**Description:** Communications Specialist- 02311

Description

The College of Law at West Virginia University is seeking applications for the position of Communications Specialist. As a key member of the College of Law Marketing & Communications staff, the Communications Specialist plays a proactive role in helping to identify, shape, and manage the development of high-quality content for the College's news releases, website, and recruiting and fundraising efforts. Using journalism skills, the Communications Specialist gathers information to publicize College of Law faculty, students, staff, and programs to external and internal audiences. The Communications Specialist is responsible for helping create communications strategies, messages, developing content, and providing communications counsel for the purpose of enhancing WVU Law's reputation and achieving its enrollment and fundraising goals.

Duties and responsibilities include, but are not limited to the following:

Maintain regular and frequent contact with faculty, staff and students in the College of Law to solicit/gather noteworthy information that highlight and illustrate the achievements of the law school community. Promote the law school by writing and editing news releases and feature articles, web content, and other communications vehicles such as brochures, email blasts, and fundraising letters. Publish (write and distribute) the College of Law's daily e-newsletter (Daily Docket).

Participate in the planning and implementation of special events that have communication needs and public relations/marketing impact, including the Dean's Partners Gala, Admissions Open Houses, Admitted Student Day, Homecoming, and guest lectures.

Support the College of Law's integrated marketing program and initiatives by writing/editing brochures and ads; coordinating or fulfilling video and photography needs; and writing/editing for the website.

Use popular social media platforms to generate public interest and promote the College of Law.

Contribute as a writer, photographer and copyeditor for the WVU Law magazine.

Assist the Director in marketing WV Continuing Legal Education.

Qualifications

Master's degree in communications, journalism, public relations or a related field; or an equivalent combination of education and experience.

A minimum of two years' experience is required in the following areas:

Experience in a news, marketing and communication, or public relations program for a college, news media organization, government agency, or other large knowledge-based organization.

---

Interviewing, writing and editing  
Conducting social media for an organization  
Using web and desktop publishing applications  
Photography and/or videography

Application materials must include a letter of interest, resume, and three professional references. First consideration will be given to applications received by June 27, 2016.

Requirement – Background Check

West Virginia University is an Equal Opportunity/Affirmative Action Employer and 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 individuals, including minorities, females, individuals with disabilities, and Veterans.

Job Posting: Jun 13, 2016  
Posting Classification: FE/AP  
Exemption Status: Exempt  
Benefits Eligible: Yes  
Does this position require a valid driver's license?: No

Apply via the WVU Employment site

---

<b>Desired Class Level:</b> LLM, Graduate/Alumni
<b>Posting Date:</b> June 15, 2016
<b>Expiration Date:</b> July 5, 2016
<b>contact:</b> Human Resources 1 Law Center Drive Morgantown, West Virginia 26505 United States
<b>Resume Receipt:</b> Other (see below)
<b>How To Apply:</b> <a href="https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=02311">https://wvu.taleo.net/careersection/staff/jobdetail.ftl?job=02311</a>
<b>Additional Documents:</b> Cover Letter, Other Documents
<b>Requested Document Notes:</b> List of 3 References
<b>ID:</b> 2184

---

**Court Appearance Attorney**

## Court Appearance Professionals (Commerce, CA)

**Position Type:** Part-time

---

**Practice Area(s):** All Practice Areas

---

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

---

**Description:** We are an attorney owned and operated business and law firm providing coverage of court appearances to attorneys throughout the state of West Virginia. Our office is currently seeking motivated attorneys statewide to handle court appearances in their local courts.

This is not a full time position. Our attorneys are contract/1099 employees.

Attorneys licensed and in good standing with the West Virginia State Bar, whether recent bar admissions or veteran attorneys looking for pro tem work to supplement their existing practices, are encouraged to apply. We are looking for attorneys who are both knowledgeable and professional in court.

If you are interested in working with our office, please submit your information to:

<https://www.appearanywhere.com/employment.aspx>

Once your information has been processed, a member of our team will contact you. In house interviews are not requested.

Compensation is per appearance and varies based upon venue/nature of appearance.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 15, 2016

---

**Expiration Date:** December 31, 2016

---

**contact:** Dorian Aguilar  
6055 E. Washington Blvd. Commerce, California 90040  
<https://www.appearanywhere.com/employment.aspx>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [recruitment@appearanywhere.com](mailto:recruitment@appearanywhere.com)

---

**ID:** 2186

---

**Executive Director**



## Ohio Valley Environment Coalition (Huntington, WV)

**Position Type:** Full-time

---

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

---

**Description:** Ohio Valley Environmental Coalition (OVEC) Executive Director Job Description

Executive Director is responsible for overseeing the administration, programs and strategic plan of the organization, as well as fundraising and community outreach. This position reports directly to the Board of Directors.

**GENERAL RESPONSIBILITIES:**

· **Board Governance:**

Works with board in order to fulfill the organization mission.

Responsible for leading OVEC in a manner that supports and adheres to the organization's mission, as defined by the Board of Directors.

Responsible for providing accurate and timely information necessary for the Board to make informed decisions and to function properly.

· **Financial Performance and Viability:**

Develops resources sufficient to ensure the financial health of the organization.

Responsible for OVEC's fiscal integrity, which includes submission of a proposed annual budget and quarterly financial statements to the Board, and which accurately reflect the organization's financial status.

Responsible for fiscal management that generally anticipates operating within the approved budget, ensures maximum resource utilization, and maintenance of the organization in a positive financial position.

Responsible for fundraising and developing other resources necessary to support OVEC's mission.

· **Organization Mission and Strategy:**

Works with board and staff to ensure that the mission is fulfilled through programs, strategic planning and community outreach.

Responsible for implementation of OVEC's programs that carry out the organization's mission. Responsible for strategic planning to ensure that OVEC can successfully fulfill its mission into the future.

Responsible for the enhancement of OVEC's image by being active and visible in the community and by working closely with other professional, civic and private organizations.

· **Organization Operations:**

Oversees and implements appropriate resources to ensure that the operations of the organization are appropriate.

Responsible for effective administration of OVEC's operations.

Responsible for the hiring and retention of competent, qualified staff.

Responsible for signing all notes, agreements, and other instruments made and entered into and on behalf of the organization.

Ohio Valley Environmental Coalition (OVEC) Executive Director Job Description

Page | 2

**QUALIFICATIONS:**

· Minimum of a Bachelor's degree

· Transparent and high integrity leadership

· Three or more years senior management experience

· Solid, hands-on, budget management skills, including budget preparation, analysis, decision-making and reporting

· Strong organizational abilities including planning, delegating, program development and task facilitation

· Ability to convey a vision of OVEC's strategic future to staff, board,

---

volunteers and donors

- Knowledge of fundraising strategies and donor relations unique to the nonprofit sector
- Strong written and oral communication skills, including public speaking
- Ability to interface and engage diverse volunteer and donor groups
- Demonstrated ability to oversee and collaborate with staff

**ATTRIBUTES:**

- Strong commitment to democracy, social and environmental justice
- Strong knowledge of the challenges in West Virginia & Appalachia
- Exceptional "people" skills
- Highly motivated; self-starter
- Willingness to work gracefully under pressure; ability to multi-task a plus
- Able to work in a team
- Comfortable in one-on-one situations / relational meetings and in group meetings
- Excellent problem solving skills, creativity, sense of humor and a willingness to deal with conflict when it arises in a diplomatic and professional manner
- Willingness to engage in self-critique and participate in organizational and staff assessments
- Ability to travel and work flexible hours, including nights and weekends

OVEC offers a generous salary and benefits package based on experience. OVEC is an equal opportunity employer. People of color, women and LGBTQ applicants are strongly encouraged to apply.

Send a resume and cover letter describing why you are best suited for this position.

OVEC Search Committee:

Email: [ovec.personnel@gmail.com](mailto:ovec.personnel@gmail.com)

Fax: 304.522.4079 (call first)

U.S. Mail: OVEC, Search Committee, PO Box 6753, Huntington, WV 25773

---

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

---

**Posting Date:** June 14, 2016

---

**Expiration Date:** June 30, 2016

---

**contact:** OVEC Search Committee  
PO Box 6753 Huntington, West Virginia 25773-6753

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [ovec.personnel@gmail.com](mailto:ovec.personnel@gmail.com)

---

**Additional Documents:** Cover Letter

---

**ID:** 2181

---

**Law Clinic Director - Transactional Food and Beverage Law Clinic**

**Position Type:** Full-time

---

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

---

**Description:** Elisabeth Haub School of Law at Pace University Seeks Transactional Food and Beverage Law Clinic Director

#### INTRODUCTION

The Elisabeth Haub School of Law at Pace University seeks to hire a Director for its new Transactional Food and Beverage Law Clinic, to start September 1, 2016. This new clinic is part of a collaboration between the Elisabeth Haub School of Law at Pace University and the Natural Resources Defense Council (NRDC) to serve the direct legal service needs of food justice organizations, farmers, and food entrepreneurs in the greater New York region by increasing capacity of the legal community to meet those needs through education of law students and training of lawyers.

Legal services are vital to empower transitions to a more just and sustainable food system. In order to implement innovative practices, farmers, food and beverage entrepreneurs, and other activists must navigate a complicated legal landscape governing everything from food labels to estate planning. The overall Pace-NRDC Food Law Initiative seeks both to provide some of these necessary to legal services and to train a larger community of lawyers to understand food, beverage, and agriculture issues.

#### JOB DESCRIPTION

The Director/Managing Attorney of the Haub Transactional Food and Beverage Law Clinic will serve as lead attorney on all clinic projects. He/she will work with Professor Margot Pollans, the Food Law Initiative Faculty Director, to identify clinic clients and overall clinic development. The managing attorney will also work with NRDC and other key partners on appropriate clinic projects. During the academic year, the managing attorney will supervise clinic students and will co-teach a weekly clinic seminar. The managing attorney will take the lead in developing the curriculum for the clinic seminar. The managing attorney will also assist with fundraising efforts and participate in teaching and planning for Food Law Initiative workshop programs.

#### HAUB TRANSACTIONAL FOOD AND BEVERAGE LAW CLINIC

The clinic's primary mission is to facilitate development of a socially, economically, and environmentally sustainable regional food system by providing direct legal services to individuals and organizations who seek to reform how we grow, distribute, purchase, and dispose of food. The clinic will seek to achieve its mission by serving small- and medium-sized farmers implementing innovative and sustainable farming practices, mission-oriented food entrepreneurs, and food justice non-profit organizations. Areas of critical need include access to land, access to capital, farm ownership succession and estate planning, eligibility for federal and state programs and benefits, and compliance with federal, state, and local regulatory law (including food safety law, labeling requirements, labor law, and zoning). This mission-driven clinic will serve some of the currently unmet legal needs of the Northeast and mid-Atlantic regional food systems while also providing Pace law students with a unique opportunity for hands

---

on transactional law experience in a growing area of law.

#### PACE-NRDC FOOD LAW INITIATIVE

As noted, the overall goal of the Pace-NRDC Food Law Initiative is to address the significantly direct legal service needs of food justice organizations, farmers, and food entrepreneurs in the greater New York region. In addition to the new Clinic, there are three other key components of the Initiative. First, each semester a Pace student will work at NRDC on regional food—and the first extern started in January 2016. Second, the initiative will also host an annual lecture focusing on critical food law topics; the first annual lecture was held on January 27, 2016. And third, there will be a Workshop Series for law students and lawyers to build the capacity of the legal community to deal with food and agriculture issues. For more information, see <http://www.law.pace.edu/pace-nrdc-food-law-initiative>.

For almost four decades, the Haub Environmental Law Program has provided an internationally acclaimed environmental legal education. Its dedicated faculty have been pioneers in developing and implementing environmental law and continue to serve as national and world leaders in the field. Its alumni are at work in law firms, government agencies, corporations, nonprofit organizations, and universities across the country and around the world. In recent years, the law school has expanded the environmental program to include food law and has hired two new full time faculty who teach and write in the area. The Natural Resources Defense Council (NRDC) is an international nonprofit environmental organization with more than 2 million members and online activists. Since 1970, its lawyers, scientists, and other environmental specialists have worked to protect the world's natural resources, public health, and the environment. NRDC is committed to fixing the broken national food system and rebuilding strong, equitable, and sustainable regional food systems.

#### QUALIFICATIONS

- 3+ years transactional legal experience
- New York State bar admission (or admission in an another state and willingness to sit for the New York bar at the first opportunity after hiring)
- demonstrated fundraising ability
- excellent analytical and writing skills and demonstrated success in advocacy and client management
- significant experience working with food system issues and a commitment to the mission of the Food Law Initiative
- teaching (or other supervisory) experience

#### OTHER INFORMATION

- Start date: September 1, 2016
- Position duration: two years with possibility for extension depending on funding
- This is a full-time non-tenure track position and the Director will solely be an employee of the Elisabeth Haub School of Law at Pace University.
- Salary will be commensurate with experience. Competitive benefits package.

Pace is committed to achieving completely equal opportunity in all aspects of University life. Applications are encouraged from people of

---

color, individuals of varied sexual and affectional orientations, individuals who are differently-abled, veterans of the armed forces or national service, and anyone whose background and experience will contribute to the diversity of the law school.

To apply: Please submit a cover letter, CV, writing sample, and list of references by June 30, 2016 via [careers.pace.edu/applicants/Central?quickFind=55840](http://careers.pace.edu/applicants/Central?quickFind=55840).

Any questions should be directed to Margot Pollans, [mpollans@law.pace.edu](mailto:mpollans@law.pace.edu).

---

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

---

**Posting Date:** June 14, 2016

---

**Expiration Date:** June 30, 2016

---

**contact:** Margot Pollans  
Faculty Director, Pace-NRDC Food Law Initiative (Assistant Professor)

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** [careers.pace.edu/applicants/Central?quickFind=55840](http://careers.pace.edu/applicants/Central?quickFind=55840).

---

**Additional Documents:** Cover Letter, Writing Sample, Other Documents

---

**Requested Document Notes:** List of References

---

**ID:** 2182

---

**Staff Attorney**

## Equal Rights Advocates (San Francisco)

**Position Type:** Full-time

---

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

---

**Description:** Equal Rights Advocates (ERA), a national civil rights organization dedicated to protecting and expanding economic and educational access and opportunities for women and girls, seeks to hire a Staff Attorney to support our Access to Justice, Women at Work, and Strong Girls initiatives. The ideal candidate will demonstrate a strong commitment to social justice and interest in gender equality issues. S/he will assume significant responsibility for mobilizing and educating the communities we serve, collaborating with ERA's partners and allies, providing direct legal services, engaging in high-impact litigation and policy advocacy, and supporting other activities in the service of ERA's mission.

**Position Summary:** The Staff Attorney will work in collaboration with Senior Staff Attorneys and the Legal Director. S/he will assume significant responsibility for mobilizing and educating the communities we serve, collaborating with ERA's partners and allies, providing direct legal services, engaging in high-impact litigation and policy advocacy, and supporting other activities in the service of ERA's mission. The Staff Attorney will help to recruit, train and supervise law clerks and other programmatic volunteers and will serve as a source of substantive knowledge and experience with respect to one or more areas of workplace or education-related civil rights law and public policy for ERA's law clerks and fellows, as well as to the communities that ERA serves and the advocates with whom we collaborate. The Staff Attorney may also draft legislation, write comments on proposed policies and rules, research and write reports, develop Know Your Rights and other educational materials for legal and lay audiences. S/he will contribute to the development and implementation of communication strategies that promote and magnify the impact of ERA's work and assist in writing and reporting on grants that support our legal programs and projects. The position will require frequent in-state and occasional out-of-state travel and the ability to drive and/or arrange transportation to and from meetings.

**Desired Qualifications, Skills, and Capacities:** A successful candidate will demonstrate or possess:

- Dedication to social justice and/or women's equality issues
  - Willingness to take initiative and think creatively about projects and campaigns to meet advocacy and movement-building goals;
  - Excellent interpersonal, verbal, and written communication skills;
  - Strong organizational, project- and time-management skills;
  - Capacity to work effectively with co-workers, clients, interns/law students, volunteers, and community partners from diverse backgrounds and communities;
  - Experience in and commitment to working with individuals and organizations who are, or are comprised of and/or led by, girls and women of color, students and young people, low-wage workers, LGBTQ individuals, as well as awareness of and sensitivity to the social and policy issues that inform advocacy on their behalf;
  - Ability to work both as a member of a team and independently to produce high-quality work with exceptional attention to detail and accuracy in a timely manner;
-



- Skill and experience supervising and/or providing guidance to law fellows and law clerks;
- Fluency or a high level of proficiency in a second language (other than English) is desirable.
- Interest and capacity to write blogs, reports, and other materials related to his or her work and present orally on these subjects.

The Staff Attorney position requires California bar membership, prior experience in community organizing, education, policy reform, and/or legal advocacy; knowledge of legal and policy issues in one or more areas of ERA's gender justice work; outstanding research and writing abilities; and demonstrated interest in and dedication to achieving equal rights and economic justice for women and girls.

Compensation and Benefits: ERA offers salaries that are competitive in the San Francisco Bay Area public interest/non-profit legal community, and are based on years of experience and level of responsibility assigned based on qualifications. ERA offers a generous benefits package which includes medical and dental coverage, a generous vacation and sick leave policy, and paid holidays.

Application Deadline: Ongoing until filled. Apply immediately.

Interested candidates should submit a detailed cover letter with a current résumé, a legal writing sample of no longer than 10 (double spaced) pages, and three professional references to:

Equal Rights Advocates  
 Attn: Jennifer Reisch, Legal Director  
 1170 Market Street, Suite 700  
 San Francisco, CA 94102  
 Fax: (415) 621-6744  
 Email: [jobapplicants@equalrights.org](mailto:jobapplicants@equalrights.org)

No telephone calls, please.

Please be sure your e-mail and cover letter references "Staff Attorney Position" in the subject line.

ERA is an equal opportunity employer and actively recruits women, people of color, persons with disabilities, and LGBTQI individuals.  
 - See more at: <http://www.equalrights.org/staff-attorney-2/#sthash.a1TyI9nD.dpuf>

<b>Desired Class Level:</b> 3L, LLM, Graduate/Alumni
<b>Posting Date:</b> June 12, 2016
<b>Expiration Date:</b> September 1, 2016
<b>contact:</b> Jennifer Reisch Legal Director 1170 Market Street Suite 700, San Francisco California 94102
<b>Resume Receipt:</b> E-mail
<b>Default email for resumes.:</b> <a href="mailto:jobapplicants@equalrights.org">jobapplicants@equalrights.org</a>
<b>Additional Documents:</b> Cover Letter, Writing Sample, Other Documents
<b>Requested Document Notes:</b> 3 professional references
<b>ID:</b> 2179

**Attorney - Advisor (Procurement)**

Government of the District of Columbia (Washington, D.C.)

**Position Type:** Full-time

---

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

---

**Description:** Eligible candidates must have a law degree and be an active member in good standing of the bar of any jurisdiction.

Ideal candidates we are seeking have a minimum of 6 years of substantive experience in the area of government contracting.

ANNOUNCEMENT NO: #16-037

POSITION TITLE:

ATTORNEY-ADVISOR (Procurement)

POSITION GRADE & SERIES: LS-905-13/1 to 15/4

\*\*Salary in this range will be based on a multitude of factors including applicable rules, regulations and guidelines. Offers will not be made outside of this range.

OPENING DATE: June 10, 2016

CLOSING DATE: July 1, 2016

DURATION OF APPOINTMENT: Permanent

AREA OF CONSIDERATION: Open to the Public

WORKSITE LOCATION:

Office of the Attorney General

for the District of the Columbia

Commercial Division

441 4th Street NW

Washington, DC 20001

NO. OF VACANCIES: One (1)

This position is in the collective bargaining unit represented by AFSCME Local 2401 and you may be required to pay an agency service fee through direct payroll deduction.

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

The incumbent will support the mission of DDOT with the responsibility for procurements of transportation services funded from federal, local, intra-jurisdictional, and alternative project delivery and financing sources, including procurements for architectural and engineering, planning, design, engineering, environmental, construction services, and of Intelligent Transportation Systems, construction materials, capital equipment, and other business-serving goods. The incumbent will review information presented, applicable statutes, regulations and relevant case law to determine whether the RFPs, RFQs, RFIs, and similar requests are legally sufficient, and will assist in preparing RFPs, RFQs, RFIs and similar requests as appropriate in DDOT's procurement processes. The incumbent will, in coordination with DDOT contracting personnel, draft and review drafts of contracts for complex transportation services, supplies, materials, equipment and goods, and negotiate terms of complex contracts for transportation services, supplies, materials, equipment, and goods. In addition, the incumbent will provide legal advice and assistance on

---

alternative project delivery contracting vehicles, litigate bid protests before the District's Contract Appeals Board ("CAB"), and provide advice and assistance to the Civil Litigation Division on contract litigation in the Superior Court and the Federal District Court.

QUALIFICATIONS: The successful candidate should have: (1) significant knowledge of contracting and procurement laws, principles, regulations, strategies, practices and procedures sufficient to provide legal advice and counsel to DDOT on a variety of construction contract issues; (2) expertise in all phases of government contract formation, administration, and procurement, including identification and planning for government contract opportunities, preparation of bids and proposals, contract administration and closeout; (3) expertise in various types of contracting instruments and processes, including source selection, design-bid-build and designbuild acquisition processes and procedures, understanding of design-build, construction management and construction management at risk, and alternative project delivery; (4) experience conducting detailed and thorough reviews of complex procurement documents, including solicitations, contracts, D&Fs, and construction documents; (5) experience researching and drafting legal memoranda; (6) knowledge of the various types of construction contracts and the allocation of risk provided by each type of contract; (7) knowledge of the various methods of construction delivery and the relationship among the owner, contractor and design professional; (8) the ability to provide legal advice to agency clients in procurement matters; and (9) experience related to dispute resolution in the context of construction contracts.

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

ELIGIBILITY: The candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If you are not a member of the District of Columbia Bar, you must be sworn into the District of Columbia Bar within 360 days of your appointment.

HOW TO APPLY: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love (202-724-7716), Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001.

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

---

found qualified.

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

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

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

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

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

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

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

Office of the Attorney General  
for the District of the Columbia  
Commercial Division  
441 4th Street NW  
Washington, DC 20001

---

<b>Desired Class Level:</b>	LLM, Graduate/Alumni
<b>Posting Date:</b>	June 10, 2016
<b>Expiration Date:</b>	July 1, 2016
<b>Salary Range:</b>	90,000 - 99,999
<b>contact:</b>	Human Resources Washington, District of Columbia United States
<b>Resume Receipt:</b>	E-mail
<b>Default email for resumes.:</b>	OAG.RecruitmentAttorney@dc.gov
<b>Additional Documents:</b>	Cover Letter, Writing Sample, Other Documents
<b>Requested Document Notes:</b>	List of 3 references

---



**Judicial Law Clerk - New Jersey**

## New Jersey Courts

**Position Type:** Full-time

---

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

---

**Description:** POSITION TITLE: Judiciary Law Clerk OPENING DATE: April 20, 2016  
COURT TERM: August 25, 2017 through CLOSING DATE: March 31, 2017

August 31, 2018 ANNOUNCEMENT: #16-50

(Unclassified)

SALARY \*\*

Supreme Court \$63,033

Superior Court Appellate Division \$57,550

Superior Court Assignment Judge \$52,755

Superior Court Chancery Division, General Equity \$52,755

Superior Court Chancery Division, Family \$48,599\*

Superior Court Law Division (Civil and Criminal) \$48,599\*

Tax Court \$48,599\*

\*Amended to update salary information.

\*\*Law Clerk salaries are based on a 53 week court term. These are salary levels for the 2016-2017 Court Term. The salaries for the 2017-2018 Court Term are to be determined based on funding availability.

### POSITION DESCRIPTION

Start your legal career in a court system recognized as one of the best in the nation and enhance your future career prospects. Professional law clerk positions are available in the New Jersey Judiciary for individuals with strong communication and analytical skills. Supreme Court law clerks work with justices on complex cases involving difficult issues of law. Appellate Division law clerks conduct research, analyze legal data, prepare legal memoranda, process emergent motion applications, and proofread published opinions. Law clerks for assignment judges learn all aspects of court administration and assist with processing emergent motions. Trial court law clerks gain practical experience while gaining valuable insight into the judicial process.

Under the direction of one or more judges over the course of the year, trial court law clerks observe judicial proceedings, attend conferences with attorneys and judges, receive training in mediation and mediate small claims cases and summarize information for judges. Tax Court law clerks perform duties similar to those assigned to law clerks in the Appellate Division and trial courts, but do not mediate cases.

NOTE: Law clerks may hold outside employment with prior approval as provided in the Code of Conduct for Judiciary Employees. The Code is available online at

<http://www.judiciary.state.nj.us/rules/appemploy.htm>.

### REQUIREMENTS

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

**MEDIATION TRAINING:** It is helpful to have completed a course in mediation prior to the start of the clerkship. Under Court Rule, all trial court law clerks who will serve as mediators must first complete the Judiciary sponsored 12-hour mediation training or its equivalent.

Applicants selected for clerkships can request a waiver from attending

---



the Judiciary's training program at the start of the court term by providing documentation that confirms that they successfully completed an approved alternative dispute resolution course.

**DRIVER'S LICENSE:** Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

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

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

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

#### INFORMATION FOR APPLICANTS

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

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

#### HOW TO APPLY

There are two ways to apply for a clerkship. Applicants are encouraged to apply early as indicated below.

Applicants may send a cover letter and resume directly to individual justices and judges on June 20, 2016. Applications will not be accepted before that date. These documents should include the month and year the juris doctor degree will be awarded and any specific area of interest of law. You may include writing samples, transcripts, recommendation letters or a list of references with your applications. Judges' chambers addresses are on the Judiciary website at [www.judiciary.state.nj.us/directory/judgtara.pdf](http://www.judiciary.state.nj.us/directory/judgtara.pdf). Candidates will be contacted directly by the justices or judges for interviews on or after June 27, 2016.

#### AND/OR

Applicants may also email a cover letter and resume on June 20, 2016 to the Judiciary Human Resources Office, at [lawclerkresumes.mailbox@judiciary.state.nj.us](mailto:lawclerkresumes.mailbox@judiciary.state.nj.us). Applications will not be

---

accepted before that date. Please include the announcement #16-50 in the subject line of your email submission. Include in your cover letter the announcement number #16-50, the month and year the juris doctor degree will be awarded, and day and evening telephone numbers. You may indicate a preference for the court, division, and employment location in your e-mail. Do not send writing samples, transcripts, recommendation letters or references to the Human Resources office. Resumes sent to the Human Resources office will be made available to all justices and judges, who will directly contact potential candidates for interviews on or after June 27, 2016. Resumes for the 2017-2018 court term will be accepted until March 31, 2017.  
THE JUDICIARY OF NEW JERSEY IS AN EQUAL  
OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER COMMITTED TO  
ENSURING AN OPEN DOOR TO JUSTICE  
Central Office

---

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

---

**Posting Date:** June 10, 2016

---

**Expiration Date:** June 20, 2016

---

**contact:** Angela Van Ness  
Human Resources - Placement  
, New Jersey United States

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** lawclerkresumes.mailbox@judiciary.state.nj.us

---

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

---

**ID:** 2178

---

**Litigation Associate - Cherry Hill, NJ**

Burns White LLC (Pittsburgh)

**Position Type:** Full-time

---

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

---

**Description:** Burns White is committed to representing our client partners with excellence. In fact, it was the pursuit of excellence that prompted us to establish our firm in 1987, enabling us to grow from our original 5 partners to 120 innovative lawyers. Today, we are a full-service law firm serving clients in more than 20 practice areas across 9 office locations: Pittsburgh, Philadelphia, Wilkes-Barre, and Harrisburg, PA; Wheeling, WV; Cherry Hill and Princeton, NJ; Wilmington, DE; and Cleveland, OH.

We welcome the opportunity to grow and prosper with people who share our values of integrity, teamwork, and mutual respect. We seek highly motivated, dedicated, and hard-working individuals who will provide exceptional service to our clients, and who will enjoy our unique environment that is professional, yet friendly, flexible, and sensitive to employees' needs. We want to ensure that everyone working at Burns White feels like they belong. To that end, our recruiting and retention programs demonstrate our practice of welcoming, supporting, and promoting the interests of a diverse population. We offer competitive salaries and generous benefits.

Minimum Requirements

1-3 years' experience in medical malpractice, healthcare, long-term care, or similar

PA and NJ License

Additional Requirements

Able to organize and prioritize workload

Able to work independently

Able to multi-task and adapt to changing priorities

Client-service oriented

Strong interpersonal skills

Commitment to teamwork

Equipment, Physical/Mental Demands, Working Conditions

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

Sitting for extended periods, standing, bending, stooping, and

reaching. Occasional lifting up to 20 pounds. Manual dexterity

sufficient to operate standard office machines. Range of hearing and

vision sufficient to operate standard office machines and communicate

with clients in person and via telephone. Ability to crawl, reach, and

stretch so as to prepare and maintain files.

Able to deal with stress in a fast-paced work environment with multiple

priorities. Make decisions and adapt to changing work situations. Grasp

and apply new ideas and technologies. Communicate and successfully

interact with various personalities at all organizational levels.

Typical office setting, normally Monday through Friday business hours.

Occasional overtime as required.

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

No search firms

---

No phone calls please  
EOE

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 9, 2016

---

**Expiration Date:** July 8, 2016

---

**contact:** Heather V. Samuel  
Legal Recruiting Coordinator  
Four Northshore Center · 106 Isabella Street · Pittsburgh, Pennsylvania  
15212 United States

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** jobs@burnswhite.com

---

**ID:** 2176

---

**Litigation Associate - West Conshohocken, PA**

Burns White LLC (Pittsburgh)

**Position Type:** Full-time

---

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

---

**Description:** Burns White is committed to representing our client partners with excellence. In fact, it was the pursuit of excellence that prompted us to establish our firm in 1987, enabling us to grow from our original 5 partners to 120 innovative lawyers. Today, we are a full-service law firm serving clients in more than 20 practice areas across 9 office locations: Pittsburgh, Philadelphia, Wilkes-Barre, and Harrisburg, PA; Wheeling, WV; Cherry Hill and Princeton, NJ; Wilmington, DE; and Cleveland, OH.

We welcome the opportunity to grow and prosper with people who share our values of integrity, teamwork, and mutual respect. We seek highly motivated, dedicated, and hard-working individuals who will provide exceptional service to our clients, and who will enjoy our unique environment that is professional, yet friendly, flexible, and sensitive to employees' needs. We want to ensure that everyone working at Burns White feels like they belong. To that end, our recruiting and retention programs demonstrate our practice of welcoming, supporting, and promoting the interests of a diverse population. We offer competitive salaries and generous benefits.

Minimum Requirements

3-6 years' experience in medical malpractice, healthcare, long-term care, or similar

PA License

NJ License a plus

Additional Requirements

Able to organize and prioritize workload

Able to work independently

Able to multi-task and adapt to changing priorities

Client-service oriented

Strong interpersonal skills

Commitment to teamwork

Equipment, Physical/Mental Demands, Working Conditions

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

Sitting for extended periods, standing, bending, stooping, and

reaching. Occasional lifting up to 20 pounds. Manual dexterity sufficient to operate standard office machines. Range of hearing and vision sufficient to operate standard office machines and communicate with clients in person and via telephone. Ability to crawl, reach, and stretch so as to prepare and maintain files.

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

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

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

---

No search firms  
No phone calls please  
EOE

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 9, 2016

---

**Expiration Date:** July 8, 2016

---

**contact:** Heather V. Samuel  
Legal Recruiting Coordinator  
Four Northshore Center · 106 Isabella Street · Pittsburgh, Pennsylvania  
15212 United States

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** jobs@burnswhite.com

---

**ID:** 2175

---



**Associate Attorney**

McQueen Davis, PLLC

**Position Type:** Full-time

---

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

---

**Description:** The two name partners are looking for an associate to groom for partnership and succession. James McQueen is a veteran trial lawyer with over 42 years of practice in WV and Amanda Davis practices solely in the area of Child Abuse and Neglect as a Guardian ad Litem, so whoever gets the position would have ready-made practice opportunities available, as well as exceptional mentorship. Presently, the firm handles about 90% plaintiffs' work, with some defense claims not involving personal injury or consumer claims, such as licensed professionals (doctors, nurses, lawyers).

The firm does not provide medical insurance at this time, but the salary is \$50,000 plus discretionary bonuses for good results. The ideal candidate is one who would like to work to become a trial lawyer, but who also writes well enough for appellate work.

If you are interested, please reach out to Mr. McQueen at this address, or via email:

---

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

---

**Posting Date:** June 8, 2016

---

**Expiration Date:** July 12, 2016

---

**contact:** James D. McQueen, Jr  
The Frederick Suite 222 940 Fourth Avenue, Huntington West Virginia  
25701

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [jmcqueen@mcqueendavis.com](mailto:jmcqueen@mcqueendavis.com)

---

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

---

**ID:** 2173

---

**Attorney**

Motley Rice LLC (Morgantown, WV.)

**Position Type:** Full-time

---

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

---

**Description:** JOB TITLE: FLSA:

Associate Attorney Exempt

DEPARTMENT: REPORTS TO:

Occupational Disease Practice Group Leader

SUMMARY:

Handles all types of disputes related to occupational disease litigation.

MINIMUM REQUIREMENTS:

- Juris Doctor degree required from an accredited School of Law
- 2-5 years of litigation experience
- Experience with depositions
- Willingness to travel
- Member of West Virginia Bar
- Strong research, writing, analytical and speaking skills
- Previous experience in a fast-paced, high pressure environment required
- Ability to communicate and work well within a team environment required

WORKING HOURS:

Work may require more than 40 hours per week to perform the duties of the position. Work may require travel.

WORKING CONDITIONS:

Work is performed in a normal heated or air-conditioned office environment.

Interested Candidates should submit a résumé, writing sample, law school transcript and at least 3 references.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as

an exhaustive statement of essential functions, responsibilities or requirements.

This job description must not be misconstrued as a promise of employment, nor deemed as an employment contract.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 8, 2016

---

**Expiration Date:** August 31, 2016

---

**contact:** Ms. Lauren Jahnke

Employment and Benefits Specialist

28 Bridgeside Blvd. Mt. Pleasant, South Carolina 29464 United States

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** Candidates should submit their resume and other documents to [staffing@motleyrice.com](mailto:staffing@motleyrice.com).

---

**ID:** 2128

---

**Law Clerk**

The Fayette County Court of Common Pleas (Uniontown, PA)

**Position Type:** Full-time

---

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

---

**Description:** The Fayette County Court of Common Pleas has a position available for a full-time law clerk, a law school graduate. The duties of a law clerk include drafting opinions and orders. The position also offers the opportunity to observe civil and criminal trials and the practical aspects of Pennsylvania law. The law clerk is requested to commit for a period of not less than one year. The salary is \$29,640 per annum, with benefits.

---

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

---

**Posting Date:** June 8, 2016

---

**Expiration Date:** June 17, 2016

---

**Salary Range:** 20,000 - 29,999

---

**contact:** Ms. Karen M. Kuhn  
District Court Administrator  
61 East Main Street Uniontown, Pennsylvania 15401 United States

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** kkuhn@faycopa.org

---

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

---

**ID:** 2172

---

**Assistant Attorney General**

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

---

**Position Type:** Full-time

---

**Practice Area(s):** LAW

---

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

---

**Description:** Assistant Attorney General: The Attorney General's Office seeks an Assistant Attorney General to represent the state colleges and universities in a broad range of administrative law matters, including grievances and human rights commission cases. The position also involves occasional representation in state circuit court and the West Virginia Supreme Court, as well as advising colleges and universities on a range of issues including, but not limited to, employment law, tenure, student rights, the Freedom of Information Act, Open Meetings Law, and other matters typical to the Higher Education setting. Some travel is involved in order to attend hearings and meet with clients. Successful candidates will be expected to work long hours, produce a high-quality legal product that meets exacting standards, and seek to enhance the reputation of the Attorney General's Office as a top law firm in the State of West Virginia. Candidates must also have an active WV license or be eligible for admission.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 6, 2016

---

**Expiration Date:** July 21, 2016

---

**contact:** Ms. Cara B. Lightner  
Director of Human Resources  
State Capitol Building 1, Room E-26 Charleston West Virginia

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** Please send your resume, a writing sample and preferred salary range to [jobs@wvago.gov](mailto:jobs@wvago.gov) with "Assistant Attorney General" in the subject line.

---

**Additional Documents:** Cover Letter, Writing Sample

---

**ID:** 2167

---



## **Employment Defense Associate**

Wilson Elser (McLean, VA)

**Position Type:** Full-time

---

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

---

**Description:** This associate attorney will support the rapid and continued growth of the firm's employment defense litigation practice. This is an ideal position for an attorney looking to take the next step in their career by joining a dynamic office within a national law firm.

Qualifications

- JD from an accredited law school
- Must be admitted to practice in VA
- 2 - 5 years of experience
- Experience with labor & employment defense and/or employment practices liability insurance (EPLI)
- Excellent written and oral communication skills
- Legal project management experience is helpful

If your background and experience align with these qualifications and you want to advance your career with one of the nation's leading law firms, please send your credentials to [AttorneyRecruiting@wilsonelser.com](mailto:AttorneyRecruiting@wilsonelser.com) and indicate McLean Employment Defense Associate Attorney in the subject line, or click

Our attorneys benefit from the many resources afforded by a large firm. They enjoy a team structure that relies heavily on client-facing, hands-on experience. They are encouraged to take advantage of our National Attorney Training program and in-house continuing legal education (CLE) series.

Wilson Elser, a full-service and leading defense litigation law firm ([www.wilsonelser.com](http://www.wilsonelser.com)), serves its clients with nearly 800 attorneys in 30 offices in the United States and one in London. Founded in 1978, it ranks among the top 200 law firms identified by The American Lawyer and is included in the top 50 of The National Law Journal's survey of the nation's largest law firms. Wilson Elser serves a growing, loyal base of clients with innovative thinking and an in-depth understanding of their respective businesses.

We are committed to cultivating an environment that embraces and promotes diversity as a fundamental value. We are an Equal Opportunity Employer, Minorities and Women are encouraged to apply.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 6, 2016

---

**Expiration Date:** August 6, 2016

---

**contact:** Riya Tocci

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [AttorneyRecruiting@wilsonelser.com](mailto:AttorneyRecruiting@wilsonelser.com)

---

**ID:** 2169

---

## **General Liability Associate**

Wilson Elser (McLean, VA)

**Position Type:** Full-time

---

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

---

**Description:** This associate attorney will support the rapid and continued growth of the firm's general liability defense litigation practice. This is an ideal position for an attorney looking to take the next step in their career by joining a dynamic office within a national law firm.

Qualifications

- JD from an accredited law school
- Must be admitted to practice in VA
- 2 - 5 years of experience
- Experience with general liability defense litigation
- Excellent written and oral communication skills
- Legal project management experience is helpful

If your background and experience align with these qualifications and you want to advance your career with one of the nation's leading law firms, please send your credentials to [AttorneyRecruiting@wilsonelser.com](mailto:AttorneyRecruiting@wilsonelser.com) and indicate McLean General Liability Associate Attorney in the subject line, or [click here to apply](#).

Our attorneys benefit from the many resources afforded by a large firm. They enjoy a team structure that relies heavily on client-facing, hands-on experience. They are encouraged to take advantage of our National Attorney Training program and in-house continuing legal education (CLE) series.

Wilson Elser, a full-service and leading defense litigation law firm ([www.wilsonelser.com](http://www.wilsonelser.com)), serves its clients with nearly 800 attorneys in 30 offices in the United States and one in London. Founded in 1978, it ranks among the top 200 law firms identified by The American Lawyer and is included in the top 50 of The National Law Journal's survey of the nation's largest law firms. Wilson Elser serves a growing, loyal base of clients with innovative thinking and an in-depth understanding of their respective businesses.

We are committed to cultivating an environment that embraces and promotes diversity as a fundamental value. We are an Equal Opportunity Employer, Minorities and Women are encouraged to apply.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 6, 2016

---

**Expiration Date:** August 6, 2016

---

**contact:** Riya Tocci

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [AttorneyRecruiting@wilsonelser.com](mailto:AttorneyRecruiting@wilsonelser.com)

---

**ID:** 2170

---

**Staff Attorney**

**Position Type:** Full-time

---

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

---

**Description:** Position: Staff Attorney  
Reports to: Deputy Director  
Location: Washington, D.C.

Organization: The National Juvenile Defender Center is a nonprofit organization dedicated to promoting justice for all children by ensuring excellence in juvenile defense. NJDC is looking for a new team member with recent frontline juvenile defense experience to advance our mission and programs to ensure access to counsel and quality of representation for all children prosecuted in the juvenile delinquency system.

Job Description: The Staff Attorney performs extensive legal work and provides training and technical assistance to the juvenile defense field. Individual must be able to identify, research, and write about legal issues that affect the defense of children. Individual must think creatively and work collaboratively, identify and monitor policy trends, and implement new and ongoing projects and ideas.

Essential Attributes & Skills:

- Ability to work independently and collaboratively on a team
- Hard-working & self-motivated
- Superior research and writing skills
- High degree of organization
- Attention to detail
- Takes initiative & responsibility
- Strong time management skills
- Excellent interpersonal & communication skills
- Presentation skills preferred
- Ability to travel locally and nationally
- Proficient in MS Office applications, Internet, and E-mail

Key Responsibilities & Requirements:

- Support juvenile defense attorneys and public defender offices nationwide, as well as law schools, legal clinics, and nonprofit law centers by providing training and technical assistance
- Support juvenile defense practice and policy by writing reports, articles, and fact sheets
- Conduct legal research and writing
- Act as a liaison with regional juvenile defender centers
- Support juvenile post-disposition reentry initiative, where legal fellows provide direct representation at host sites across the country to remove legal barriers for young people
- Support all of NJDC's programs as needed
- Collaborate with coalition partner organizations
- Contribute to NJDC's newsletter, website content, and social media

Educational & Experience Requirements:

- A law degree and comprehensive understanding of the ways in which legal services are delivered to children in the justice system
  - A minimum of two years of criminal or juvenile defense experience, with recent juvenile defense experience preferred
-

Application Instructions: Email three attachments (1) cover letter; (2) resume; and (3) writing sample to [inquiries@njdc.info](mailto:inquiries@njdc.info). This position is available immediately. Applications will be accepted until position is filled. NJDC is an Equal Opportunity Employer.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** June 6, 2016

---

**Expiration Date:** August 6, 2016

---

**contact:** Teayra Turner  
Project Assistant  
1350 Connecticut Avenue NW Suite 304, Washington District of  
Columbia 20036

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [inquiries@njdc.info](mailto:inquiries@njdc.info)

---

**Additional Documents:** Cover Letter, Writing Sample

---

**ID:** 2168

---

## **Securities Offerings Analyst**



PA Department of Banking & Securities (Harrisburg, PA)

---

**Position Type:** Full-time

---

**Practice Area(s):** All Practice Areas

---

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

---

**Description:** This position is responsible for performing comprehensive reviews of various types of registration, exemption, or notice filings of securities to be offered or sold in Pennsylvania to determine compliance with the applicable statutes, regulations, statements of policy, and guidelines.

Must meet PA residency requirement.

Minimum Experience and Training Requirements -

Two years of professional experience in the financial investigation or financial analysis of securities filings and a bachelor's degree; or Two years of professional experience in corporate finance related to securities filings and a bachelor's degree; or any equivalent combination of experience and training.

---

**Desired Class Level:** 1L, 2L, 3L, LLM, Graduate/Alumni

---

**Posting Date:** June 1, 2016

---

**Expiration Date:** June 13, 2016

---

**contact:** Allison Cost

17 North Second Street Suite 1300 Harrisburg, Pennsylvania 17101

United States

<http://www.dobs.pa.gov>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [acost@pa.gov](mailto:acost@pa.gov)

---

**Additional Documents:** Other Documents

---

**Requested Document Notes:** Job posting will be open 5/31/16-6/13/16.

Complete online application and application supplement by visiting [www.scsc.pa.gov](http://www.scsc.pa.gov) , Job Seekers page.

You must indicate on your application that you will accept employment in Dauphin County. Equal Opportunity Employer

---

**ID:** 2164

---

**Verbatim, Temp Compliance Analyst**

Orrick, Herrington & Sutcliffe LLP (Wheeling, WV)

---

**Position Type:** Full-time

---

**Practice Area(s):** LAW

---

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

---

**Description:** Compliance Analyst, Temporary,  
Verbatim  
Location: Wheeling, WV  
Job Number: 199205

Verbatim is the premier managed service provider of subsidiary compliance solutions to multinational organizations. Verbatim supports the complex compliance needs to the world's largest and most sophisticated multi-national corporations. Verbatim is a team of compliance professionals armed with subject matter expertise, global jurisdictional reach, and a robust, customizable technology platform. Verbatim is dedicated to the coordination and execution of substantive and routine corporate governance and compliance matters, focusing on global secretary matters exclusively which frees clients to concentrate internal resources on more strategically significant issues and initiatives.

Verbatim is a wholly-owned subsidiary of Orrick, Herrington & Sutcliffe LLP, a leading global law firm.

Verbatim currently have openings in Orrick's Global Operation Center in Wheeling, WV for Temporary Compliance Analysts. These are temporary positions with the possibility of becoming a regular position.

The Compliance Analyst will be responsible for managing corporate compliance, subsidiary maintenance, incorporation, dissolution and general corporate housekeeping activities for the global subsidiaries of multinational clients. The Compliance Analyst prepares corporate documents and proactively manages the entire matter process (from initiation through completion and publication in a web-based compliance platform), probes for cross-selling opportunities, and develops positive working relationships with clients. This position requires excellent project management skills, the ability to manage local counsel as well as good knowledge of international corporate requirements and procedures.

**Responsibilities:**

- Provides consultative service as the initial point of contact for client inquiries.
- Proactively manages matters through the entire lifecycle.
- Establish yourself as a subject matter expert and trusted business partner.
- Develops and maintains knowledge of the clients, Verbatim and industry as a whole
- Controlling counsel fees
- Represents Verbatim by developing and maintaining comprehensive knowledge of industry trends and general business and financial acumen through various sources and initiatives

**Requirements:**

- 4 – year BS/BA degree or equivalent work experience required, paralegal certificate from an ABA approved paralegal program
-

preferred. JD degree a plus.

- Strong analytical and critical thinking/problem solving skills, attention to detail and accuracy
- Knowledge of corporate law and in-house/law firm experience is essential.
- Excellent communications skills (written, verbal and relationship building).
- Proven ability to manage and prioritize complex and concurrent projects adapting to changing priorities and competing deadlines in a fast-paced environment.
- Experience with legal database systems (e.g., Two-Step, ICOSA, CT or Bridgeway) a plus.
- Proficiency with MS Office Suite (Word, Excel, PowerPoint, & Outlook).
- Commitment to Verbatim's core values and client service standards.

No phone calls please.

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

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** May 25, 2016

---

**Expiration Date:** June 30, 2016

---

**contact:** Karen L. Sincavich  
HR Recruiter  
2121 Main Street Wheeling, West Virginia 26003 United States  
<http://www.orrick.com>

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** To submit your resume and cover letter for this position, please visit Orrick's Paralegal and Professional Staff listing at [www.orrick.com/careers/](http://www.orrick.com/careers/). Please include your salary expectations in your cover letter. Submissions without salary expectations may not be considered.

---

**ID:** 2158

---

**Assistant Dean for Career Services (Law)**

Pennsylvania State University

---

**Position Type:** Full-time

---

**Practice Area(s):** Education/School

---

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

---

**Description:** Penn State Law seeks a seasoned professional with broad leadership and management experience to serve as Assistant Dean for Career Services. The Assistant Dean reports directly to the Dean and, as a key member of the law school's management team participates in many aspects of the law school operation. The Assistant Dean is responsible for developing and carrying out a comprehensive program of career advising, development and counseling for students and occasionally for law school alumni. To this end, the Career Services team works closely with students, faculty and staff at Penn State Law and with national and regional employers from the private and public sectors to help Penn State students pursue career aspirations. Responsibilities also include establishing office policies, supervising career services staff, coordinating efforts with other administrative departments, working with alumni groups, setting goals and planning strategies for success, and tracking and preparing statistical information on job placement. For more information about Penn State Law go to [www.pennstatelaw.psu.edu](http://www.pennstatelaw.psu.edu). Penn State Law has modern, state-of-the-art facilities, a faculty of outstanding scholars and dedicated teachers, and exceptional students with strong credentials and the potential to become leaders in the United States and around the world. It is located on The Pennsylvania State's University Park campus in State College, Pennsylvania. University Park is the largest of Penn State's campuses and houses the University's central administration, its renowned graduate and undergraduate programs, and its NCAA Division I Athletics Department. The 13-square-mile campus is home to more than 46,000 graduate, professional, and undergraduate students and more than 12,000 full-time employees (faculty and staff). University Park is pedestrian and bike friendly and features an eclectic mix of historic classroom buildings, cutting-edge, modern architecture, and beautiful urban landscape. Often referred to as Happy Valley, State College is a quintessential college town that offers residents many of the amenities of a larger urban environment in a clean, safe, and welcoming setting. Centrally located between several major metropolitan areas, State College is within a few hours' drive of New York, Washington, Philadelphia, Baltimore, Cleveland, and Pittsburgh. With a diverse population made up largely of Penn State faculty and staff, State College is consistently ranked among the nation's smartest, safest, and most livable cities. The ideal candidate will have a J.D. or LL. M. degree from an accredited law school and five to ten years of relevant experience. Previous law school Career Services or legal recruitment experience is preferred. Excellent administrative, organizational, counseling, interpersonal and oral and written communication skills are essential. Experience with computer database management systems and Microsoft Office programs is desired. Compensation will be competitive and will depend on qualifications and experience. Interested applicants must upload a resume and a cover letter including any salary requirements.

---

**Desired Class Level:** LLM, Graduate/Alumni

---

**Posting Date:** May 24, 2016

---

**Expiration Date:** August 1, 2016

---

**contact:** Pennsylvania State University  
Office of Human Resources The Pennsylvania State University James  
M. Elliott Building University Park, Pennsylvania 16802

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** To apply please access this web site:  
<https://psu.jobs/job/63785>

---

**ID:** 2157

---

**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)

---

**Description:** Position Status: Full-time

Areas of Practice: Domestic Relations, Judgment Collections

Requirements: Licensed to practice law in WV. Access to personal automobile and availability to travel. Prefer practitioner with experience in domestic relations and judgment collections. Experience in real estate law, workers compensation, taxation, and social security claims a plus.

Two positions currently available in the Charleston/Huntington area.

Responsibilities: Will represent the State of West Virginia, Department of Health and Human Resources, Bureau for Child Support Enforcement in paternity, establishment, modification and enforcement of child support. Will provide legal advice to support staff. These are full time, at will, civil service exempt positions. Other professional employment is prohibited. Office and support staff provided. Travel reimbursed. State government leave and insurance benefit package.

---

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

---

**Posting Date:** May 23, 2016

---

**Expiration Date:** August 8, 2016

---

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

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** David.M.Welker@WV.gov

---

**How To Apply:** To Apply: Please Send References, Cover Letter & Resume to

David M. Welker, Deputy Commissioner  
WV Bureau for Child Support Enf.  
PO Box 1736  
Romney, WV 26757

---

**Additional Documents:** Cover Letter

---

**Requested Document Notes:** To Apply: Please Send References, Cover Letter & Resume to

David M. Welker, Deputy Commissioner  
WV Bureau for Child Support Enf.  
PO Box 1736  
Romney, WV 26757

---

**ID:** 499

---

**Attorney**

The Adkins Law Firm (Hurricane, West Virginia)

---

**Position Type:** Full-time

---

**Practice Area(s):** All Practice Areas

---

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

---

**Description:** "Small law firm with emphasis on personal injury, employment law and family law looking to hire attorney with 1-3 years experience. Attorney will be expected to have some litigation experience. Part-time work for unlicensed clerks may also be an option. Salary negotiable but please list minimum acceptable salary in cover letter or resume."

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** May 19, 2016

---

**Expiration Date:** June 30, 2016

---

**Salary Range:** 40,000 - 49,999

---

**contact:** Mr. Walt Williams  
Office Manager  
300 D Prestige Park Drive Hurricane, West Virginia 25526 United States  
<http://www.theadkinslawfirm.com>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [waltwilliams@theadkinslawfirm.com](mailto:waltwilliams@theadkinslawfirm.com)

---

**Additional Documents:** Cover Letter

---

**ID:** 2155

---

**Assistant Federal Public Defender**

## Federal Public Defender (Grand Rapids, Michigan)

**Position Type:** Full-time

---

**Practice Area(s):** Criminal - Defense

---

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

---

**Description:** The Federal Public Defender for the Western District of Michigan is accepting applications for an Assistant Federal Public Defender. The Federal Public Defender operates under the authority of the Criminal Justice Act, 18 U.S.C. § 3006(A), and provides criminal defense services to people charged with federal crimes who cannot afford to hire a lawyer.

Assistant Federal Public Defenders provide every aspect of representation to individuals charged with federal crimes including trials and related hearings, direct appeals, post-conviction and habeas relief, witness representation, supervised release violations and other matters.

Applicants must be graduates of an accredited law school, admitted and in good standing with a state bar or eligible for admission. Applicants must also be eligible for admission to the Western District of Michigan. Qualified candidates must have an aptitude for trial practice and superior analytical ability and at least four years of trial experience. The successful applicant will have excellent interpersonal skills, good judgment, the ability to prioritize and to work both independently and cooperatively. Commitment to the indigent and personal integrity are essential.

Salary is dependent upon qualifications and experience. The position includes Federal benefits. Employment is at will. An FBI background is required.

---

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

---

**Posting Date:** May 18, 2016

---

**Expiration Date:** May 31, 2016

---

**Salary Range:** 80,000 - 89,999

---

**contact:** Mr. Chad Edwards  
50 Louis NW Suite 300 Grand Rapids, Michigan 49503 United States  
<http://www.westmichigandefender.org>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [chad\\_edwards@fd.org](mailto:chad_edwards@fd.org)

---

**Additional Documents:** Cover Letter, Writing Sample

---

**ID:** 2153

---

## **Research and Writing Attorney**

## Federal Public Defender (Grand Rapids, Michigan)

**Position Type:** Full-time

---

**Practice Area(s):** Criminal - Defense

---

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

---

**Description:** The Office of the Federal Public Defender for the Western District of Michigan is accepting applications for the position of Research and Writing Attorney for the Grand Rapids office. The Federal Public Defender provides legal representation and criminal defense services to individuals charged with federal crimes who are financially unable to retain counsel. The Research and Writing Attorney will provide advanced research and writing services to the staff attorneys on trial and appellate cases in the Grand Rapids and Marquette office.

This attorney performs legal research, aids in the development of legal strategies, writes briefs, motions, petitions for certiorari, and legal memoranda for review by the Defender and staff attorneys. General duties include examining, analyzing and researching records and issues, performing legal research and preparing legal documents, and assisting office staff with all aspects of case preparation.

Applicants must be graduates of an accredited law school, admitted and in good standing with a state bar or eligible for admission and eligible for admission to the Western District of Michigan. Qualified candidates must have an aptitude for legal research and writing and superior analytical ability. The successful applicant will have excellent interpersonal skills, good judgment, the ability to prioritize and to work both independently and cooperatively. Commitment to the indigent and personal integrity are essential.

Salary is dependent upon qualifications and experience. The position includes Federal benefits. Employment is at will. An FBI background and IRS tax check is required.

---

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

---

**Posting Date:** May 18, 2016

---

**Expiration Date:** May 31, 2016

---

**Salary Range:** 70,000 - 79,999

---

**contact:** Mr. Chad Edwards  
50 Louis NW Suite 300 Grand Rapids, Michigan 49503 United States  
<http://www.westmichigandefender.org>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [chad\\_edwards@fd.org](mailto:chad_edwards@fd.org)

---

**Additional Documents:** Cover Letter, Writing Sample

---

**ID:** 2154

---

## **Attorney - Litigation**



Taylor Law Office (Morgantown, WV)

---

**Position Type:** Full-time

---

**Practice Area(s):** Insurance Defense

---

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

---

**Description:** Taylor Law Office has an immediate opening for a full-time litigation attorney. The ideal candidate should have at least 5 years of experience in insurance defense. This individual should possess excellent client relationship skills, along with excellent written and oral communication skills. West Virginia Bar admission is required. The position requires significant client contact and the ability to excel when working independently. Superior client communication, writing, research, computer and organizational skills are a must. Attractive Benefits package, which includes Health Insurance, 401 (k) Plan, and Paid Vacation. This is an excellent opportunity to join a busy and growing practice area of an established firm.

---

**Desired Class Level:** LLM, Graduate/Alumni

---

**Posting Date:** May 12, 2016

---

**Expiration Date:** May 31, 2016

---

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

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [etaylor@taylorlawofficewv.com](mailto:etaylor@taylorlawofficewv.com)

---

**Additional Documents:** Cover Letter, Writing Sample

---

**Requested Document Notes:** Two legal writing samples (no more than 10 pages), two or more references

---

**ID:** 2150

---

**Attorney - Senior Level**

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

---

**Position Type:** Full-time

---

**Practice Area(s):** LAW

---

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

---

**Description:** Senior Litigation Attorney: The Attorney General's Office seeks a Senior Litigation Attorney to handle high profile, complex and multi-state litigation. Candidates must have extensive litigation experience, be motivated self-starters with strong work ethic, integrity and professionalism. Excellent interpersonal, organizational and verbal/written communication skills are a must for this position. Experience with complex and multi-state litigation is preferred. Successful candidates will be expected to work long hours, produce a high-quality legal product that meets exacting standards, and seek to enhance the reputation of the Attorney General's Office as a top law firm in the State of West Virginia. Candidates must also have an active WV license or be eligible for admission.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** May 5, 2016

---

**Expiration Date:** June 18, 2016

---

**contact:** Ms. Cara B. Lightner  
Director of Human Resources  
State Capitol Building 1, Room E-26 Charleston West Virginia

---

**Resume Receipt:** Other (see below)

---

**How To Apply:**

Please send your resume, a writing sample and preferred salary range to [jobs@wvago.gov](mailto:jobs@wvago.gov) with "Senior Litigation Attorney" in the subject line.

---

**Additional Documents:** Cover Letter, Writing Sample

---

**ID:** 2137

---

**LL.M. Law Energy & Sustainable Development**

West Virginia University College of Law - Admissions (Morgantown, WV)

**Position Type:** Full-time

---

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

---

**Description:** Description: West Virginia is at the center of energy production for the country. There is no better place to learn about the intersecting laws and policies governing all of the country's energy resources than at WVU Law.

While many law schools provide opportunities to learn energy or environmental law, WVU Law is committed to providing students opportunities to learn the full range of energy, environmental and sustainable development law through its Center for Energy and Sustainable Development and through its other resources in the area. Our broad spectrum of courses allows our students to prepare to be lawyers serving energy companies, investors, utilities, manufacturing companies, lawmakers, policymakers, regulators, land use professionals, and environmental organizations.

By also offering this LL.M. online, WVU Law is providing a flexible, convenient and comfortable way for busy attorneys to further develop their expertise and skills, advance their careers, and help their clients.

FELLOWSHIPS AVAILABLE - Deadline June 1, 2016

Learn more at <http://law.wvu.edu/home/llm>. Applications are now being accepted for 2016-2017.

---

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

---

**Posting Date:** May 5, 2016

---

**Expiration Date:** July 15, 2016

---

**contact:** Alice Foley  
Assistant Director of Admission  
PO Box 6130 Morgantown, West Virginia 26506-6130

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [llm@mail.wvu.edu](mailto:llm@mail.wvu.edu)

---

**ID:** 2142

---

## **LL.M. Law Forensic Justice Program**

West Virginia University College of Law - Admissions (Morgantown, WV)

**Position Type:** Full-time

---

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

---

**Description:** Forensic Justice LL.M. Program  
WVU College of Law, in partnership with the WVU Department of Forensic and Investigative Science, is proud to be a pioneer in the criminal justice field by offering the country's first and only graduate law degree program in Forensic Justice. While many American law schools offer upper-level courses in areas such as expert testimony and forensic evidence, no other ABA-approved U.S. law school currently offers an LL.M. in forensic justice.

By also offering this LL.M. online, WVU Law is providing a flexible, convenient and comfortable way for busy attorneys to further develop their expertise and skills, advance their careers, and help their clients.

Learn more at <http://law.wvu.edu/home/llm>. Applications are now being accepted for 2016-2017.

---

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

---

**Posting Date:** May 5, 2016

---

**Expiration Date:** July 15, 2016

---

**contact:** Alice Foley  
Assistant Director of Admission  
PO Box 6130 Morgantown, West Virginia 26506-6130

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [llm@mail.wvu.edu](mailto:llm@mail.wvu.edu)

---

**ID:** 2143

---

**Patent Associate**



Harrity & Harrity (Fairfax, VA)

**Position Type:** Full-time

---

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

---

**Description:** New Vacancy Alert  
New Position: General Attorney, Ethics  
Salary Range: \$128,082-\$160,300/ Per Year  
Location: Washington, DC  
Application Dates: April 28, 2016 – May 31, 2016

**Job Summary:**

Become a part of the Department that touches the lives of every American! At the Department of Health and Human Services (HHS) you can give back to your community, state, and country by making a difference in the lives of Americans everywhere. It is the principal agency for protecting the health of citizens. Join HHS and help to make our world healthier, safer, and better for all Americans.

The Office of the General Counsel (OGC) is the legal team for the Department of Health and Human Services (HHS), providing quality representation and legal advice in a wide range of highly visible national issues. OGC supports the development and implementation of the Department's programs by providing the highest quality legal services to the Secretary of HHS and the organization's various agencies and divisions.

OGC is comprised of three principal subcomponents: the Immediate Office, the Headquarters Divisions and the Regional Offices. Each Headquarters Division is led by an Associate General Counsel and each of the ten Regional Offices is led by a Chief Counsel. The eight (8) Headquarters Divisions consist of the following: the General Law Division (GLD), Children, Families and Aging Division (CFAD), Ethics Division (ETH), Civil Rights Division (CRD), Centers for Medicare and Medicaid Division (CMSD), Food and Drug Division (FDD), Legislation (LEG) and Public Health Division (PHD). The ten (10) Regional offices are located in the following cities; Region I-Boston, Region II- New York, Region III-Philadelphia, Region IV-Atlanta, Region V-Chicago, Region VI-Dallas, Region VII-Kansas City, Region VIII-Denver, Region IX-San Francisco and Region X-Seattle.

OGC is an equal opportunity employer, and we encourage applications from a diverse pool of high-quality candidates.

**Duties:**

This is a supervisory attorney advisor position (GS 15) in the OGC Ethics Division. The incumbent will supervise and train a team of attorneys providing legal services to senior leadership across HHS on federal ethics laws. Topics encompassed by the position include federal criminal conflict of interest statutes, standards of ethical conduct regulations, financial disclosure requirements, and procurement integrity provisions. The incumbent will also supervise attorneys giving legal advice on anti-lobbying restrictions, and Hatch Act political activity restrictions. Ethics Division attorneys work closely with the White House Counsel's Office and the Office of Government Ethics (OGE) in advising and clearing new Presidential appointees in the Senate confirmation process and also provide, in consultation with state bar authorities, guidance on legal ethics and professional responsibility issues. The selectee for this position will also handle direct client advice on all of the above ethics related topics to senior leaders in HHS. The incumbent will provide training on various topics related to federal ethics requirements and must be an expert in this

---

substantive area with strong public speaking skills.

Qualifications Required:

Your resume and supporting documentation will be used to determine whether you meet the position qualifications listed on this announcement. Salary will be commensurate with education and experience.

The following are required qualifications:

- A Juris Doctorate (J.D.) from an accredited ABA law school
- Have at least five years' experience after law school as a practicing attorney
- Proof of active bar status in good standing and eligibility to practice law in the highest court of a State, U.S. Commonwealth, U.S. Territory, or the District of Columbia
- Candidates must have strong writing, oral, and analytical skills and be adept at working with and advising clients. Knowledge of federal ethics law, professional responsibility rules, political activity restrictions, procurement integrity law, or related subjects is required
- Experience leading attorneys or managing staff will also be considered a plus
- Preference is given to candidates with strong academic achievement; outstanding organizational, time management, and interpersonal skills; superior legal writing and research ability and a demonstrated commitment to professionalism, ethics, and public service

Conditions of Employment:

- Must maintain active bar membership in good standing and eligibility to practice law in the highest court of a State, U. S. commonwealth, U. S. territory, or the District of Columbia throughout employment in the Office of the General Counsel
  - Proof that bar status is active, in good standing and eligible to practice in the highest court of a State, U.S. commonwealth, U. S. territory, or the District of Columbia The successful candidate must submit official law school transcripts
  - Security and Background Requirements: If not previously completed, a background security investigation will be required for all appointees. Appointment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements may be grounds for appropriate personnel action. In addition, if hired, a background security reinvestigation or supplemental investigation may be required at a later time. Applicants are also advised that all information concerning qualifications is subject to investigation. False representation may be grounds for non-consideration, non-selection and/or appropriate disciplinary action
  - E-Verify: If you are selected for this position, the documentation that you present for purposes of completing the Department of Homeland Security (DHS) Form I-9 will be verified through the DHS "E-Verify" System. Federal law requires DHS to use the E-Verify System to verify employment eligibility of all new hires and as a condition of continued employment obligates the new hire to take affirmative steps to resolve any discrepancies identified by the system. The U.S. Department of Health and Human Services is an E-Verify Participant
  - Direct Deposit: All Federal employees are required to have Federal salary payments made by direct deposit to a financial institution of their choosing
  - All qualification requirements must be met by the closing date of the announcement
  - Financial disclosure statement may be required
  - Two-year trial period may be required
-

- Travel, transportation, and relocation expenses will not be paid
- This position is in a bargaining unit

Instructions to Apply:

Please submit the following documents to [ogcethicsvacancy@hhs.gov](mailto:ogcethicsvacancy@hhs.gov) to receive full consideration by 11:59p.m. on the closing date of the announcement:

- Cover letter addressed to the OGC Ethics Division Hiring Team
- Resume (must include education, including name of undergraduate and law school, degree received, and date graduated); date admitted to bar and jurisdiction; a general description of all past employment relevant to the practice of law, including dates of employment and supervisor name(s) and telephone number(s)
- Two legal writing samples (no more than 10 pages)
- Proof of active bar status in good standing and eligibility to practice law in the highest court of a State, U. S. commonwealth, U. S. territory, or the District of Columbia
- Names and contact information for at least three professional references

---

You are subscribed to Careers in the HHS Office of General Counsel for U.S. Dept. of Health & Human Services.  
This information has recently been updated, and is now available.

---

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

---

**Posting Date:** May 4, 2016

---

**Expiration Date:** May 31, 2016

---

**contact:** Mr. Pat Harrity  
Attorney  
11350 Random Hills Road Suite 600 Fairfax, Virginia 22030 United States

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** Instructions to Apply:  
Please submit the following documents to [ogcethicsvacancy@hhs.gov](mailto:ogcethicsvacancy@hhs.gov) to receive full consideration by 11:59p.m. on the closing date of the announcement:

- Cover letter addressed to the OGC Ethics Division Hiring Team
- Resume (must include education, including name of undergraduate and law school, degree received, and date graduated); date admitted to bar and jurisdiction; a general description of all past employment relevant to the practice of law, including dates of employment and supervisor name(s) and telephone number(s)
- Two legal writing samples (no more than 10 pages)
- Proof of active bar status in good standing and eligibility to practice law in the highest court of a State, U. S. commonwealth, U. S. territory, or the District of Columbia
- Names and contact information for at least three professional references

---

**ID:** 2135

---

**Assistant Prosecutor**

Nicholas County Prosecutor's Office (Summersville, WV)

**Position Type:** Full-time

---

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

---

**Description:** Full-time temporary position with the Nicholas County Prosecutor's Office – Summersville, WV  
This Assistant Prosecutor will handle felony cases. Position may end in December of 2016.

Please send a resume if interested.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** May 2, 2016

---

**Expiration Date:** June 3, 2016

---

**contact:** Samuel R. White  
Prosecutor  
203 Courthouse Annex 511 Church Street Summersville, West Virginia  
26651

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** whitesamuelp@gmail.com

---

**ID:** 2133

---

**Free Office Space for Transitional or New Attorney and go to Court & Mentor program-  
Edison, NJ**

Metuchen NJ Public Defender Volunteer Internships available (Edison, NJ)

**Position Type:** Part-time

---

**Practice Area(s):** Criminal - Defense

---

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

---

**Description:** Free Office Space for Transitional or New Attorney and go to Court & Mentor program- Edison, NJ

Kenneth Vercammen's Law Office has a space sharing opportunity for new lawyer or recent Transitional attorney to get experience and go to court and learn NJ Law office procedures and handle some Municipal court cases. This is a mentoring experience where you can learn NJ Law Office Procedure.

Attorney will be provided with use of desk, plus if needed additional private office space in furnished basement to start their practice, rent-free. They can see clients in first floor office rooms. In return they will handle municipal court appearances, Telephone communications with courts, prosecutors, clients, etc, Will signings and other legal work and criminal law website updates in lieu of rent for maximum 5 hours per week.

-Call Courts to follow up on Letter of Representation and scheduling of hearings

- Prepare timesheets on Fatal Accident cases

-Call Police Departments to follow up on discovery

-Call clients and remind them of hearing dates and what to do

- Update Criminal and Civil blogs with recent cases

Go to court and get court experience. Excellent opportunity to jump-start your career. You will get to represent people in Municipal Courts in Middlesex, Union and Monmouth County and meet the top Prosecutors and Judges. Must be admitted in NJ and have a car.

Learn to interview potential Municipal Court/Criminal clients. Also learn to draft Wills and work on Litigation files. Attorney may also help provide legal assistance to members of prepaid legal plans and public defender clients. Follow up contact calls with clients, courts, prosecutors and bar associations.

Excellent mentoring position for the right attorney. Are you hardworking and aggressive? Visit our website: [www.njlaws.com](http://www.njlaws.com) to learn about our office. More details at [www.njlaws.com/lease.htm](http://www.njlaws.com/lease.htm) If interested, fax, email or mail a resume and cover letter.

KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW  
2053 Woodbridge Ave. Edison, NJ 08817(Phone) 732-572-0500  
(Fax) 732-572-0030 [vercammenlaw@njlaws.com](mailto:vercammenlaw@njlaws.com)

The following is included with office use:

Desk space

Reception room for clients and use as Bona Fide Office

You can copy and use our Complaints, Motions, Form Letters and Pleadings.

Use our marketing books, marketing CDs, Criminal, Municipal Court and Elder law audiotapes and video library now located in basement

Use of our computer forms Motions, Complaints, and Form letters

Ability to use a file cabinet in basement to store your old files

Lighting/ Utilities

Bathroom Supplies

Landscaping / Snow Removal

Valuable advice

Hot water, municipal water/sewer charge paid

---

Other Duties/ Services to Clients

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

About Mentor Program Director: Kenneth Vercammen is an Edison, Middlesex County, NJ trial attorney. Mr. Vercammen has published 125 articles in national and New Jersey publications on criminal, traffic, DWI, probate, estate planning, and litigation topics. He has been selected to write the book on Criminal Law for the American Bar Association. He often lectures to trial lawyers of the American Bar Association, New Jersey State Bar Association and Middlesex County Bar Association.

Kenneth Vercammen was the NJ State Bar Municipal Court Attorney of the Year and past president of the Middlesex County Municipal Prosecutor's Association. He is the past chair of the NJ State Bar Association Municipal Court Section and is the Co-Chair of the ABA Criminal Law committee, GP Division.

He is a highly regarded lecturer on litigation issues for the American Bar Association, ICLE, New Jersey State Bar Association and Middlesex County Bar Association. His articles have been published by New Jersey Law Journal, ABA Law Practice Management Magazine, and New Jersey Lawyer. As the Editor in Chief of the New Jersey Municipal Court Law Review. Mr. Vercammen is also a recipient of the NJSBA- YLD Service to the Bar Award.

In his private practice, he has devoted a substantial portion of his professional time to the preparation for trial of litigated matters. He has appeared in Courts throughout New Jersey several times each week on Criminal personal injury matters, Municipal Court trials, and contested Probate hearings. He serves as the Editor of the popular legal websites [www.njlaws.com](http://www.njlaws.com) and [www.BeNotGuilty.com](http://www.BeNotGuilty.com)

He has served as a Special Acting Prosecutor in nine different cities and towns in New Jersey and also successfully handled over One thousand Municipal Court and Superior Court matters in the past 25 years. Kenneth Vercammen was included in the 2013 "Super Lawyers" list published by Thomson Reuters. He was a member of the Law Review and top 10% law school grad.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** April 30, 2016

---

**Expiration Date:** December 31, 2016

---

**Salary Range:** Not Applicable

---

**contact:** Kenneth Vercammen Esq.  
2053 Woodbridge Ave. Edison, New Jersey 08817 109 Olde Ash Lane  
<http://www.njlaws.com/public-defender-volunteer.html>

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** f interested, fax, email or mail a resume and cover letter.  
KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW  
2053 Woodbridge Ave. Edison, NJ 08817(Phone) 732-572-0500  
(Fax) 732-572-0030

---

**Additional Documents:** Cover Letter

---

**Requested Document Notes:** f interested, fax, email or mail a resume and cover letter.  
KENNETH VERCAMMEN & ASSOCIATES, PC ATTORNEY AT LAW

---



2053 Woodbridge Ave. Edison, NJ 08817 (Phone) 732-572-0500  
(Fax) 732-572-0030

---

**ID:** 2132

---

**Metuchen NJ Public Defender Volunteer Internships available**

Metuchen NJ Public Defender Volunteer Internships available (Edison, NJ)

---

**Position Type:** Internship

---

**Practice Area(s):** Criminal - Defense

---

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

---

**Description:** Metuchen NJ Public Defender Volunteer Internships available  
The Public Defenders provide Indigent individuals charged with criminal or serious motor vehicle charges with free or limited cost legal defense. The Public Defender of Metuchen invites students interested in attending law school or a career in law enforcement to apply to serve as volunteer interns. Volunteer Law Clerk interns will attend Wednesday evening and occasional Friday morning court sessions.  
Information regarding our Law Office plus information can be found on the website  
[www.njlaws.com/public-defender-volunteer.html](http://www.njlaws.com/public-defender-volunteer.html)  
Interested students must mail or fax a cover letter indicating the internship they are applying for and resume. If no personal cover letter by student, the resume will not be considered. Emails not accepted. After sending the resume and cover letter, call the office. The Public Defender does not have a paid staff so it is unable to post to websites.  
Mail or fax cover letter and resume to  
Kenneth Vercammen, Esq.  
Public Defender for the Borough of Metuchen  
c/o 2053 Woodbridge Ave.  
Edison, NJ 08817  
Fax 732-572-0030

Very truly yours,

KENNETH VERCAMMEN,  
Metuchen Public Defender Volunteer Internship Mentor Program  
Director

PUBLIC DEFENDER OF METUCHEN VOLUNTEER LEGAL INTERNS  
NEEDED  
Please post!

Court times: WEDNESDAY 1pm PM [approx]- 8:30 PM, every other Friday 9-12, plus hearing preparation work.  
3rd year Law students and Law school graduates can appear in court and represent clients at pleas and motions -Metuchen Public Defender Volunteer Internships  
The NJ Supreme Court has approved this Metuchen program for 3rd year students and law school grads to appear in court under supervision

Volunteer Internship Description:

-Interview Clients facing charges in Municipal Court including Drug Possession, Drunk Driving, Assault, Driving While Suspended and other criminal and traffic offenses

-Make demands for Discovery on Prosecutor and review police reports  
-Attend hearings and learn from experienced trial attorneys  
-Prepare Motions to Suppress Evidence and Motions to Compel Discovery

---

- Conduct appropriate Legal research
- Acquire skills in Criminal Law and Procedure by active participation
- Participate in Public Relations activities and help organize seminars
- Update Lists of Prosecutors, Judges and Attorneys for publication of NJ Municipal Court Law Review
- Revise criminal and traffic law Articles and submit to Law Journals and criminal law websites.

Volunteer to help indigent people charged with criminal and motor vehicle offenses of magnitude. In addition to time in court, you will be given research assignments. You can work more hours if you want. Help people less fortunate than you who are down on their luck.

Program lasts 12 weeks Minimum Volunteer time commitment in summer- 18 hours per week. For Summer- Law students only. Send cover letter and resume. After sending resume, call to schedule interview 732-572-0500.

We require an in office interview.

We sponsor a statewide website [www.njlaws.com](http://www.njlaws.com) with information on criminal, litigation, traffic, and probate matters. This office is committed to excellence and service to clients and the community. Applicants must have attention to detail. We attempt to give assignments, which will be meaningful and memorable but, nevertheless, expect that interns will pitch in on whatever needs to be done.

Mail or fax cover letter and resume to  
Kenneth Vercammen, Esq.  
Public Defender for the Borough of Metuchen  
c/o 2053 Woodbridge Ave.  
Edison, NJ 08817  
Fax 732-572-0030  
No emails

Kenneth Vercammen is an Edison, Middlesex County, NJ trial attorney where he handles Criminal, Municipal Court, Probate, Civil Litigation and Estate Administration matters. Ken is author of the American Bar Association's new book "Criminal Law Forms" and often lectures to trial lawyers of the American Bar Association, NJ State Bar Association and Middlesex County Bar Association. As the Past Chair of the Municipal Court Section he has served on its board for 10 years.

Awarded the Municipal Court Attorney of the Year by both the NJSBA and Middlesex County Bar Association, he also received the NJSBA-YLD Service to the Bar Award and the General Practitioner Attorney of the Year, now Solo Attorney of the Year.

Ken Vercammen is a highly regarded lecturer on both Municipal Court/ DWI and Estate/ Probate Law issues for the NJICLE- New Jersey State Bar Association, American Bar Association, and Middlesex County Bar Association. He wrote the ABA book "Wills & Estate Administration" and "Criminal Law Forms". His articles have been published by NJ Law Journal, ABA Law Practice Management Magazine, YLD Dictum, GP Gazette and New Jersey Lawyer magazine. He was a speaker at the 2013 ABA Annual meeting program "Handling the Criminal Misdemeanor and Traffic Case" and serves as is the Editor in Chief of the NJ Municipal Court Law Review.

For nine years he served as the Cranbury Township Prosecutor and also was a Special Acting Prosecutor in nine different towns. Ken has successfully handled over one thousand Municipal Court and Superior

---

Court matters in the past 27 years.

His private practice has devoted a substantial portion of professional time to the preparation and trial of litigated matters. Appearing in Courts throughout New Jersey several times each week on Criminal and Municipal Court trials, civil and contested Probate hearings. Ken also serves as the Editor of the popular legal website and related blogs. In Law School he was a member of the Law Review, winner of the ATLA trial competition and top ten in class.

Throughout his career he has served the NJSBA in many leadership and volunteer positions. Ken has testified for the NJSBA before the Senate Judiciary Committee to support changes in the DWI law to permit restricted use driver license and interlock legislation. Ken also testified before the Assembly Judiciary Committee in favor of the first-time criminal offender "Conditional Dismissal" legislation which permits dismissal of some criminal charges. He is the voice of the Solo and Small firm attorneys who juggle active court practice with bar and community activities. In his private life he has been a member of the NJ State champion Raritan Valley Road Runners master's team and is a 4th degree black belt.

KENNETH VERCAMMEN  
ATTORNEY AT LAW  
2053 Woodbridge Ave.  
Edison, NJ 08817  
(Phone) 732-572-0500

---

**Desired Class Level:** 1L, 2L, 3L, LLM, Graduate/Alumni

---

**Posting Date:** April 30, 2016

---

**Expiration Date:** June 30, 2016

---

**Salary Range:** Not Applicable

---

**contact:** Kenneth Vercammen Esq.  
2053 Woodbridge Ave. Edison, New Jersey 08817 109 Olde Ash Lane  
<http://www.njlaws.com/public-defender-volunteer.html>

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** Mail or fax cover letter and resume to  
Kenneth Vercammen, Esq.  
Public Defender for the Borough of Metuchen  
c/o 2053 Woodbridge Ave.  
Edison, NJ 08817  
Fax 732-572-0030

---

**Additional Documents:** Cover Letter

---

**Requested Document Notes:** Mail or fax cover letter and resume to  
Kenneth Vercammen, Esq.  
Public Defender for the Borough of Metuchen  
c/o 2053 Woodbridge Ave.  
Edison, NJ 08817  
Fax 732-572-0030

---

**ID:** 2131

---

**Attorney - seeking eventual own practice**

Edward Kohout (Morgantown, WV)

**Position Type:** Full-time

---

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

---

**Description:** Seeking a recent graduate interested in a track to eventually take over a small office in Morgantown. Mix of plaintiffs civil litigation, criminal defense, bankruptcy and other areas. This a ground floor opportunity for a self starter who wants to walk into their own established practice here in town. Interested in interviewing immediately. 235 High St. Morgantown. Please call Ed Kohout directly at 1-304-777-4086 for more information.

---

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

---

**Posting Date:** April 28, 2016

---

**Expiration Date:** June 20, 2016

---

**contact:** Mr. Edward Kohout  
Attorney  
235 High Street Suite 307, Morgantown West Virginia 26505

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** 235 High St. Morgantown. Please call Ed Kohout directly at 1-304-777-4086 for more information

---

**ID:** 2129

---

**Law Clerk**



The Honorable David M. Wecht, Supreme Court of Pennsylvania (Pittsburgh, PA)

**Position Type:** Full-time

---

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

---

**Description:** Justice David N. Wecht of the Supreme Court of Pennsylvania is receiving applications for a full-time law clerk. Duties consist principally of legal research and writing. The position is for a term of one year, with the possibility of an extension for an additional year. The position will start in late August or early September 2017. Applications should include a resume, one or two legal writing samples, two or more references, and a law school transcript (unofficial transcripts acceptable). Applications will be accepted through August 1, 2016. It is anticipated that an offer will be made by the end of September 2016. Please mail your materials to:

The Honorable David N. Wecht  
Supreme Court of Pennsylvania  
One Oxford Centre, Suite 4200  
301 Grant Street  
Pittsburgh, PA 15219

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** April 26, 2016

---

**Expiration Date:** August 1, 2016

---

**contact:** Honorable David N. Wecht  
Supreme Court Judge  
One Oxford Centre Suite 4200 301 Grant Street, Pittsburgh  
Pennsylvania 15219

---

**Resume Receipt:** Other (see below)

---

**How To Apply:** Applications should include a resume, one or two legal writing samples, two or more references, and a law school transcript (unofficial transcripts acceptable). Applications will be accepted through August 1, 2016. It is anticipated that an offer will be made by the end of September 2016. Please mail your materials to:

The Honorable David N. Wecht  
Supreme Court of Pennsylvania  
One Oxford Centre, Suite 4200  
301 Grant Street  
Pittsburgh, PA 15219

---

**ID:** 2122

---

**Attorney**

Karen H. Miller, Attorneys At Law (Charleston, WV)

**Position Type:** Full-time

---

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

---

**Description:** An established Charleston law firm, specializing in labor and employment law and civil litigation, is seeking a hardworking and energetic attorney to join the firm. Candidates must have excellent oral and written skills. All interested candidates should send their cover letter and resume to:

Karen H. Miller, Attorneys at Law  
Miller Building  
2 Hale Street  
Suite 301  
Charleston, West Virginia 25301

---

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

---

**Posting Date:** April 25, 2016

---

**Expiration Date:** August 8, 2016

---

**contact:** Ms. Gloria J. Traylor  
Paralegal/Office Manager  
2 Hale Street Charleston, West Virginia 25301 United States

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** khmiller@karenmillerlaw.com

---

**How To Apply:** All interested candidates should send their cover letter and resume to:

Karen H. Miller, Attorneys at Law  
Miller Building  
2 Hale Street  
Suite 301  
Charleston, West Virginia 25301

---

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

---

**ID:** 1432

---

**Judicial Law Clerk - Circuit Judge Joseph K. Reeder - West Virginia's 29th Judicial Circuit**

Judge Joseph K. Reeder - Circuit Judge - West Virginia's 29th Ju (Putnam County, WV)

---

**Position Type:** Full-time

---

**Practice Area(s):** LAW

---

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

---

**Description:** WV Circuit Judge Joseph K. Reeder is accepting applications for a full-time judicial law clerk in Putnam County, West Virginia starting in April. The position involves researching and writing on a wide range of issues before the court. Interested applicants should send a resume, cover letter and transcript (unofficial) in PDF format to Daniel.Mullen@courtswv.gov.

---

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

---

**Posting Date:** March 11, 2016

---

**Expiration Date:** May 31, 2016

---

**Salary Range:** 40,000 - 49,999

---

**contact:** Mr. Daniel B Mullen  
Law Clerk  
12093 Winfield Road Winfield, West Virginia 25213 United States

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** Daniel.Mullen@courtswv.gov

---

**Additional Documents:** Cover Letter, Unofficial Transcript

---

**Requested Document Notes:** Cover Letter, Resume, Transcript (unofficial)

---

**ID:** 2095

---

**Washington Land-Use Attorney to Protect Property Rights**

Pacific Legal Foundation (Sacramento, CA)

---

**Position Type:** Full-time

---

**Practice Area(s):** Appellate, Zoning & Land Use

---

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

---

**Description:** The nation's leading defender of the Constitution, private property, and individual rights is seeking an experienced attorney for its Pacific Northwest Center office. If you are dedicated to the principles of freedom and individual liberty, come join the tenacious litigators at Pacific Legal Foundation ([www.pacificlegal.org](http://www.pacificlegal.org)). PLF has an immediate need for an experienced attorney in its office in Bellevue, Washington (Seattle-area). We are seeking candidates with a minimum 5 years of experience and knowledge of property rights, land use, shoreline protection, and growth management. If not already a member of the Washington Bar, the candidate must take and pass the next available bar exam after being hired.

Candidates must have excellent writing and analytical skills and be familiar with trial court motion practice and proceedings, as well as appellate litigation. Candidates will be expected to take lead responsibility for trial court work – draft a complaint, conduct discovery, move for summary judgment – and then handle the appeal. Our Pacific Northwest Center attorneys engage in outreach to the legal community, publicize our cases, and participate in all facets of the Foundation's work. We are looking for an attorney who is enthusiastic, energetic, and committed to working hard for a great cause.

Pacific Legal Foundation has been the national leader of liberty-based public interest law firms for more than 40 years. PLF is headquartered in Sacramento, California, and maintains branch offices in Washington, Hawaii, Florida, and Washington D.C.

Salary depends on experience and qualifications. Position includes a full benefits package.

Please submit cover letter, resume, and writing sample to Tawnda Elling, Hiring Committee Coordinator, Pacific Legal Foundation, 930 G Street, Sacramento, California, 95814; fax (916) 419-7747; e-mail [attyjobs@pacificlegal.org](mailto:attyjobs@pacificlegal.org) (e-mail preferred).

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** March 7, 2016

---

**Expiration Date:** May 31, 2016

---

**contact:** Ms. Tawnda Elling  
Hiring Comm. Coordinator  
930 G Street Sacramento, California 95814 United States  
<http://www.pacificlegal.org>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [attyjobs@pacificlegal.org](mailto:attyjobs@pacificlegal.org)

---

**Additional Documents:** Cover Letter, Writing Sample

---

**ID:** 2091

---

**Associate Attorney- Mechanical Patent Preparation and Prosecution**



Renner, Otto, Boisselle & Sklar LLP (Cleveland, OH)

---

**Position Type:** Full-time

---

**Practice Area(s):** Intellectual Property

---

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

---

**Description:** Renner, Otto, Boisselle & Sklar, LLP is seeking patent attorneys with 2-5 years of experience in patent preparation and prosecution in the mechanical arts. Qualified candidates must have strong technical and legal academic credentials: JD with an undergraduate degree in mechanical engineering or related fields. An advanced technical degree or equivalent experience is preferred. USPTO and one or more state bar memberships are required.

---

**Desired Class Level:** Graduate/Alumni

---

**Posting Date:** December 29, 2015

---

**Expiration Date:** May 31, 2016

---

**contact:** Nicholas Gingo  
1621 Euclid Avenue 19th Floor, Cleveland Ohio 44115  
<http://www.rennerotto.com>

---

**Resume Receipt:** E-mail

---

**Default email for resumes.:** [Recruiting@rennerotto.com](mailto:Recruiting@rennerotto.com)

---

**Additional Documents:** Cover Letter

---

**ID:** 2025

---