The Career Planning Office is now located on the first floor of the Law School. Come see us!

Our Spring Hours are Monday – Friday, 8:00 AM – 5:00 PM
Career Planning Events Calendar:

Stay Tuned for our 2017 Programs!

You may access all previous career planning workshops at http://www.uakron.edu/law/career/students/videos.dot

Akron Bar Association Events Calendar:

Note: most events require an RSVP to the Bar Association. A full calendar of Akron Bar events is located at: http://www.akronbar.org/calendar.aspx.

Upcoming Section and Committee Meetings:
The CPPO encourages Akron Law students to attend Akron Bar events and CLE. These events are attended by local practitioners, judges, and other legal professionals. Events are generally free for Akron Law students and are wonderful opportunities for relationship building. Note: most events require an RSVP to the Bar Association. A full calendar of Akron Bar events is located at: http://www.akronbar.org/calendar.aspx

News Flash:

On Twitter!
To better serve you, the Career Office is on Twitter @AkronLawCareers. Follow @AkronLawCareers for job postings, event and seminar updates, as well as job search and career advice from the Career Office and national organizations like NALP and PSLawNet.

Symplicity is AkronLawJobs!
The CPPO’s online job database, Symplicity, is now AkronLawJobs! AkronLawJobs is available through CPPO’s website at www.uakron.edu/law/career.

Black Letter Discovery is currently recruiting for upcoming document review projects in our Cleveland office. Qualified candidates must have an active and in good standing license in any jurisdiction. Prior document review experience is a plus, though not required:

Cleveland, OH – Document Review
Black Letter Discovery has several upcoming projects, candidates must have an active license in good standing (any jurisdiction). These projects are anticipated to last about 4-6 weeks and will require a 40 hr/wk time commitment. For immediate consideration please send resume to:

Trisha Tector-Gerrity
Director of Recruiting
BLACK LETTER discovery
(c) 614-286-2290
ttextor-gerrity@blackletterdiscovery.com

Legal Comedy Blog Seeks Contributors We are currently seeking law students and lawyers to contribute to a satirical law blog. We are looking for material that is funny with an edge of acrimony towards the legal profession. We are open to any type of media: text, video, cartoon, etc. Contributors are paid per acceptable submission. There are also a few staff writer positions which are paid a flat monthly rate. For more information please email us at: editor@bitterlawyer.com.

The NCIIA is Hiring! The National Collegiate Inventors and Innovators Alliance (NCIIA) is seeking to fill several exciting new positions in our Amherst, MA office.
Open positions:
• Vice President, Programs
• Sr. Program Officer, Faculty Programming
• Sr. Program Officer, Network Development
• Program Officer, I-Corps
• Research and Evaluation Analyst
• Venture Development Associate

To apply:
Please visit nciia.org/jobs for full descriptions and apply.

**Akron Law Library:** If you are a new attorney, you are eligible for a free membership to the Akron Law Library for Premium Services (free first year of Bar Association membership). Subscription includes phone, fax and electronic references, free use of computers and legal databases, material checkout, reservation of conference room etc. To register for your free membership, please contact Denise Cook at 330-643-8320 or dcook@akronlawlib.org

**LexisNexis** - As part of our ongoing services for Akron Law alums, the Career Planning & Placement Office has requested that our law school alumni continue to have access to LexisNexis for job search activities. LexisNexis has provided us with a Custom ID and Password for our law school alumni. If you would like this ID and password information, please contact our office at lawcareerplanning@uakron.edu or 330-972-5321 and we will give it to you. Please note that this new log-in information is only to be used for job search activities and application to the LexisNexis ASPIRE program (Lexis access for certain nonprofit employees).

**Sign up now for your FREE ABA Membership!**
The American Bar Association is offering all The University of Akron School of Law graduating students a free membership!
Join now at www.ambar.org/freegrad and discover the benefits of ABA membership:

• New! ABA CareerAdvice LIVE! – a FREE monthly webinar series that offers practical tips from legal experts.
• Access free resources from the ABA Career Center. Search for legal positions on our online job board featuring positions from across the country.
• Enjoy complimentary membership in your choice of 21 specialty groups.
• Save money on a variety of products and services from HP, Lenovo, Sprint and more.
• Keep up with the latest legal news through the ABA Journal and eJournal.
• Connect with lawyers through the ABA’s searchable online member directory.

Sign up at www.ambar.org/freegrad and let the ABA help you launch a successful career!

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The **Air Force JAG Corps’** The last board of the school year will be in April 2017, with an application deadline of 10 March 2017. If alumni/students are not selected please encourage them to apply again and alumni/students are more than welcome to call me for a review of their application.

If you are interested in a career with the JAG Office and have questions or concerns please contact us at airforcejagrecruiting@gmail.com or 1-800-524-8723.

Please note: This is an extensive application process that is done over a minimum of two days. Be sure to read the complete instructions before you begin.

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**Interested in a Mentor from the ABA Antitrust Section?** The Section’s Young Lawyers Division is interested in starting a Cleveland chapter of its mentoring program for young lawyers practicing or thinking about practicing antitrust, who might like to be paired with a more senior antitrust attorney. The program is low-time commitment, but aims to help young people build their practices. If interested, please contact:
Christopher L. Sagers
James A. Thomas Distinguished Professor of Law Cleveland State University
2121 Euclid Ave., LB 138
Cleveland, OH 44115
Philadelphia, PA – highly regarded AmLaw general practice firm seeks to add a corporate transactions group

A highly regarded AmLaw general practice firm with an established Philadelphia office seeks to add a corporate transactions group in Philadelphia. The firm is hugely profitable and enjoys wonderful management, genuinely flexible bill rates and autonomy, and an enormous client base.

The group must average $1+ million revenue per attorney.

Please contact sbowman@continuumlegal.com for details.

Equal Justice Works Has Funding for 45 Lawyers and 10 Paralegal Positions

Last Friday AmeriCorps notified Equal Justice Works that they awarded us funding for 45 lawyer positions and 10 paralegal positions to represent unaccompanied immigrant children facing deportation as part of their justice AmeriCorps initiative! Other organizations were funded as well. You can click here to view the announcement from the Department of Justice, and read more about the effort in this National Law Journal article.

Job Announcements: Attorney Positions

Akron, OH -- Associate Attorney – Elder Law -- AlerStallings LLC

AkronLawJobs No. 7975 Overview: Seeking a full-time, motivated associate attorney with a business-minded mentality and keen attention to detail to work in the Akron Office. The position will be working primarily in the fields of estate planning and elder law. The initial training program is robust and includes weekly ongoing training sessions available to all attorney staff.


Qualifications: JD and a member in good standing of the Ohio State bar. One year of estate planning and elder law experience.

Benefits: Innovative and entrepreneurial spirit will significantly expedite growth. Compensation starts at $60,000 with increases pending relevant experience. Other benefits include, 401(k) match, profit sharing plan, and health and dental insurance.

How to apply: Apply HERE and submit your cover letter and resume.

Deadline: February 17, 2017

Akron, OH – Assistant Director, Career Services & Student Advising – University of Akron Law School

AkronLawJobs No. 8032 Overview: The Assistant Director will provide career services assistance to our law students, including student counseling, planning and presenting career programs, including but not limited to 1L student programming, resume and cover letter workshops, practice area/career path programs, networking events, and mock interviews, plus updating and creating career planning resources. The University of Akron, School of Law seeks an Assistant Director for Career Services and Student Advising to join a dynamic and energized administration, and to serve a diverse and growing student body. This newly created role provides support to the Career Services and Admissions Offices.

Duties: The Assistant Director will provide career services assistance to our law students, including student counseling, planning and presenting career programs, including but not limited to 1L student programming, resume and cover letter workshops, practice area/career path programs, networking events, and mock interviews, plus updating and creating career planning resources. Will also help the Admissions Office with counseling and advising prospective students, including individual calls, meetings and hosting campus visits and tours. Will also support the development, marketing, and administration of career services and admissions programming/events, including assistance with web updates and social media. Will also assist with cultivation and maintenance of relationships with law students and prospective law students and actively promote the law school.

Qualifications: Personable and approachable in order to effectively develop working relationships with students, alumni, employers, prospective students and other law school faculty, staff, and administration. JD and Bar Admission preferred. Minimum of two (2) years’ experience in Admissions, Career Advising, or any legal employment. Ideal candidate will have demonstrated strong oral, written and interpersonal communication including the ability to write and speak persuasively.
and professionally; sound judgment; and effective human relations skills, along with the ability to relate positively and professionally to a variety of constituencies; demonstrated experience in managing multiple projects simultaneously; be a self-starter and take initiative; plus, experience working as an attorney is strongly preferred.

How to apply: Apply HERE Job ID #9992. Please note, you may upload your resume, cover letter, and reference lists BUT you will also need to fill in the information on the on-line application.

Deadline: March 4, 2017

Beachwood, OH – Counsel – Cleveland Clinic

AkronLawJobs No. 8015 Overview: The Clinic is looking for an attorney to assist in providing a wide variety of healthcare regulatory legal services to the Cleveland Clinic and its regional hospitals. Successful applicant should have knowledge of matters of general health care as well as experience in medical staff matters, licensure, Medicare compliance, Stark and Anti-kickback laws, physician contracts, physician acquisitions and other healthcare transactions.

Duties: Maintains expertise in assigned subject matter areas, advises appropriate members of the department on legal developments impacting the attorney's areas of expertise and actively seeks out opportunities to bring the organization into compliance within those areas of law. Ensures timely responses are provided to requests for legal advice in the attorney's assigned areas. Identifies and proactively seeks to implement measures to bring legal services to the organization in the most effective way possible. Cooperates effectively and takes leadership roles as requested on projects and teams within the Law Department and within the organization. Relates professionally and effectively with people at all levels of the organization and utilizes excellent problem-solving, writing and organizational skills. Responsibilities include identifying and advising on specialized health care legal issues, conducting privileged investigations and medical staff hearings, attending hospital committee meetings, conducting in-house educational presentations, reviewing contracts and handling day to day hospital operation questions. Qualified candidates should possess at least 8 years of experience in or demonstrated knowledge of hospital or other healthcare provider operations, or the equivalent.

Qualifications: Juris Doctor (JD) from ABA accredited law school and member in good standing of the Ohio bar or ability to become a member of the Ohio bar within a reasonable period of time. Requires 8 or more years of experience as a practicing attorney, including at least two years specifically in the area of practice, and a strong understanding of the operation of a regulated industry.

How to apply: Apply HERE. Upload your resume, cover letter and list of references with contact information. Job Code T44012.

Deadline: February 24, 2017

Beachwood, OH – Senior Counsel – Cleveland Clinic

AkronLawJobs No. 8014 Overview: Licensed attorney that leads a practice group within the Law Department and/or serves as the legal advisor to a business unit of the Cleveland Clinic both through direct legal practice and the supervision of internal staff and outside counsel. This position will focus on cyber security, information technology, and contract review.

Duties: Ensures that timely responses are provided to requests for legal advice in the attorney's assigned area whether by Senior Counsel or by other members of the pertinent practice group. Advises, mentors, and guides attorneys and other staff members working within the attorney's areas of responsibility. Delegates matters when necessary. Participates in budget processes and manages outside counsel on matters falling within the attorney's areas of responsibility in a cost-effective manner. Maintains expertise in assigned subject matter areas. Advises and trains appropriate members of the department on legal developments impacting the attorney's areas of expertise. Actively seeks out opportunities to bring the organization into compliance with those areas of the law.

Qualifications: JD and a member in good standing of the Ohio bar or ability to become a member of the Ohio bar within a reasonable period of time. Ten years successful experience managing internal staff as well as outside counsel preferable. Minimum two years experience in a healthcare setting is highly desirable. Experience in Information Technology, Cyber Security and contract review preferred.

How to apply: JOB CODE T99519. Apply HERE, upload your resume, cover letter and list of references with contact information.

Deadline: February 24, 2017

Canton, OH – Staff Attorney – Stark County Probate Court

NEW GRADUATES MAY APPLY

AkronLegalJobs No. 8064 Overview: Staff attorney reports to Judge Park of the Probate Court.
Duties: Conduct legal research and draft legal memoranda related to cases or other probate topics; Review and process motions; and Perform other duties as assigned
Qualifications: JD and licensed in the State of Ohio and in good standing; Top 25% of class preferred; Excellent research and writing skills; Ability to identify and analyze legal issues; Ability to prioritize work, work independently and manage a variety of projects; Good time management skills, organized and detail oriented; Effective communication skills; Proficiency in operating a personal computer and using Word, Outlook, and Excel; No experience is necessary
PLEASE NOTE: A criminal background check is required for this position
How to apply: Send your resume, cover letter, and writing sample by e-mail to aekennedy@starkcountyohio.gov OR by U.S. Mail to: Stark County Probate Court, Attn: Amy Kennedy, 110 Central Plaza South, Suite 501, Canton, OH 44702. Questions? Call 330-451-7752
Deadline: March 9, 2017

Canton, OH – Associate Attorney – Blind Posting
AkronLawJobs No. 8059
Description: Small, personal injury law firm in Canton is seeking a full-time associate.
Qualifications: JD and member in good standing of the Ohio State bar.
How to apply: Please send your resume and writing sample to bfete@lawyersonyourside.com
Deadline: March 8, 2017

Canton, OH – Litigation Associate – Special Counsel / Parker + Lynch
AkronLawJobs No. 7988 Overview: Parker + Lynch, Legal’s client, a Mid-Sized General Practices Firm, is looking for a Litigation Associate to join its Metro Tier 1 Litigation Team in Canton, OH. This is an excellent opportunity to join a reputable firm with a longstanding history. Many of the firm’s Lawyers were selected for inclusion in Best Lawyers in America in both 2016 and 2017.
Qualifications: Three (3) years of Complex Commercial Litigation and Insurance Defense experience; Sophisticated research and writing skills; and Preference for candidates who placed in top 25% of their law school class or top schools.
How to apply: Apply HERE and submit your resume, or email your resume in Word.doc format with salary requirements in confidence to cincinnati@specialcounsel.com. Parker + Lynch, Legal is the Attorney Search Division of Special Counsel.
Deadline: February 20, 2017

North Canton, OH – Landman – Title Abstractor – Purple Land Management
AkronLawJobs No. 7978 Overview: Purple Land Management is currently seeking title abstractors to join our team in North Canton, OH! This position will research title to determine land and mineral ownership. Must be local to the North Canton area and available to start immediately. This is a full-time, independent contractor position, which does require a JD.
How to apply: Send resume and cover letter to careers@purplelandmgmt.com
Deadline: February 13, 2017

Cincinnati, Ohio – Attorney – Document Review Projects – Black Letter Discovery
Overview: Seeking top notch attorneys for document review projects in Cincinnati, Ohio.
Duties: Document review for law firms and corporations nationwide.
Qualifications: Must have a JD and an active license in good standing, in any jurisdiction. Must be available to work onsite at Cincinnati facility, 40 hours per week during normal weekday business hours.
Compensation: Hourly compensation at market rates and, subject to specific eligibility requirements, other benefits that include a 1000 hour bonus, a referral bonus, 401K opportunities, and healthcare benefits.
How to apply: Apply HERE. Upload your resume
Deadline: ASAP

Cleveland, OH – Attorney – Bankruptcy -- Paolucci Law, LLC
AkronLawJobs No. 8081 Overview: Seeking a Bankruptcy Attorney to become a part of the team. We will train the right person for this position.
Duties: Generate new business from bankruptcy leads generated by the marketing department; Discuss client situation and options; and Other duties as assigned.
Qualifications: JD and MUST be licensed in Ohio; Previous experience in law; Familiarity with various legal documents; Strong analytical and problem-solving skills; Ability to build rapport with clients; and Excellent written and verbal communication skills.

How to apply: Apply HERE. Upload your resume and cover letter.

Deadline: March 15, 2017

Cleveland, OH or Columbus, OH – Real Estate Attorneys – Sikora Law Firm
AkronLawJobs No. 8074

Qualifications: JD and in good standing with the Ohio bar. Should have at least five years of meaningful experience handling real estate legal matters for business clients. The ideal candidates will have some businesses that will follow them, but that is not absolutely necessary. Must have strong work ethics, excellent attention to detail, effective interpersonal skills, and genuine care and concern for the well-being of clients are absolutely essential for the team members.

Compensation: Competitive compensation and benefits package, free parking, high-energy winning culture, and team-oriented work atmosphere.

Locations: Downtown Cleveland (adjacent to Progressive Field, The Q, and the new Cuyahoga County Administration Building), Downtown Columbus (in a prime location in the River South District, across the street from the Franklin County Courthouse).

How to apply: Apply at applications@sikoralaw.com. Send your resume and cover letter.

Deadline: March 14, 2017

Cleveland, OH – Attorney – GEICO
AkronLawJobs No. 7993 Overview: Seeking an attorney for the Cleveland office to handle auto defense litigation.

Responsibilities: Handle and manage litigation files from inception through trial; Prepare pleadings, discovery, demands and responses; Draft reports and provide file analysis.

Qualifications: Ohio Bar membership in good standing. 2 years personal injury experience or 4 years litigation experience. Jury verdicts are preferred. Strong communication and MS Office skills. Experience handling motor vehicle, PIP and subrogation cases a plus.

How to apply: Apply HERE. Your application should include any work and/or internship experience from at least the past five years.

Deadline: February 20, 2017

Columbus, OH – Labor Law Associate (Union Side) – Hunter, Carnahan, Shoub, Byard & Harshman
AkronLawJobs No. 8057 Overview: Small, Columbus firm representing labor unions, nonprofits, and political organizations seeks an associate, who has practiced at least three (3), or a new attorney with work experience prior to law school. Associate will primarily be responsible for representing members of unionized public safety forces. Qualified candidates must have strong research and writing skills, the ability to work with little supervision, and the ability to handle stressful situations with little time to prepare. Negotiation and collective bargaining experience preferred.

How to apply: Please send a cover letter, resume, two writing samples, references, and salary requirements to: charshman@hcands.com. No phone calls please

Deadline: March 7, 2017

Columbus, OH – Associate General Counsel – Huntington National Bank
AkronLawJobs No. 8027 Overview: Looking for a senior attorney who will primarily support its Corporate Sourcing division. The position will be based in Columbus and is Full Time.

Primary Duties: Draft, review, negotiate, and advise on complex commercial contracts, including technology-related transactions, software licensing agreements (traditional and SaaS), software application development agreements, cloud computing agreements, service level agreements, outsourcing arrangements, hosting arrangements, hardware-middleware purchase agreements, internet and mobile related agreements, payment systems or processor agreements, services and consulting agreements, telecommunication agreements, confidentiality agreements; Research and advise clients on all aspects of contract law and related areas, including identifying critical risks and engaging regulatory attorneys and Subject Matter Experts to help mitigate risks; Advise internal clients on contract policies, procedures, and practices, including updating and maintaining contract templates; Engage and supervise outside counsel when
necessary; Provide training to various members of Corporate Sourcing division
-- In the financial services industry, representing entities regulated by federal banking agencies with federal trademark registrations including management of trademark evaluation and registration process end-to-end; Handling information security and GLBA and other privacy-related issues; Position may also supervise complex/significant litigation

**Basic Qualifications:** JD and be licensed in or eligible to become licensed in Ohio or one or more other jurisdictions where the company operates; 7+ years’ experience of relevant experience in vendor contract drafting and negotiation

**Preferred Qualifications:** Must have excellent interpersonal, oral, and written communication, and conflict resolution skills; Solution oriented and able to deliver exceptional client service; Strong attention to detail, the ability to prioritize tasks and work effectively in a fast-paced environment, and the ability to interact effectively with all levels of management

**How to apply:** Apply **HERE**. Upload your resume and cover letter.

**Deadline:** February 27, 2017

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**Columbus, OH – Staff Counsel / Associate General Counsel / or Deputy General Counsel – State Teachers Retirement System of Ohio (STRS Ohio)**

**AkronLawJobs No. 8032 Overview:** Staff Counsel: Under the direction of the STRS General Counsel, or in their absence, the Deputy General Counsel, assist with providing legal support to the Executive Director and the various departments of the State Teachers Retirement System Ohio (STRS Ohio).

Associate General Counsel: Under the direction of the STRS General Counsel or in their absence, the Deputy General Counsel, handle the day-to-day legal issues of the Executive Director and the various departments of the STRS Ohio. Supervise and manage the day-to-day workflow of the Senior Legal Coordinator.

APPLY FOR THE POSITION -- either Staff Counsel, Associate General Counsel, or Deputy General Counsel -- whose qualifications you meet

**Position Description:** **Staff Counsel:** Under the direction of the STRS General Counsel, or in their absence, the Deputy General Counsel, assist with providing legal support to the Executive Director and the various departments of the State Teachers Retirement System Ohio (STRS Ohio). **Associate General Counsel:** Under the direction of the STRS General Counsel or in their absence, the Deputy General Counsel, handle the day-to-day legal issues of the Executive Director and the various departments of the STRS Ohio. **Deputy General Counsel:** Under the direction of the STRS General Counsel, handle the day-to-day legal issues of the Executive Director and the various departments of the STRS Ohio. Supervise and manage the day-to-day workflow of the Senior Legal Coordinator.

**Duties and Responsibilities:**

- **Staff Counsel Principal**
  1. Provide legal information and services to STRS management and departments.
  2. Perform legal research and draft legal documents.
  3. Prepare, review, and negotiate contracts.
  4. Research and prepare legal memoranda for presentation to the General Counsel or Deputy General Counsel.
  5. Provide legal responses to inquiries from members and beneficiaries.
  6. Complete special projects and assignments as assigned by the General Counsel or Deputy General Counsel.

- **Associate General Counsel:**
  1. Provide legal information, advice or other services to STRS Ohio management and staff in matters involving Member Benefits, Investments, Finance, Information Technology and Administration of STRS Ohio.
  2. Review and respond to legal pleadings, subpoenas, documents, and correspondence.
  3. Coordinate representation of STRS in litigation; develop case strategies and oversee/monitor litigation.
  4. Provide oversight and assistance to special counsel appointed to STRS Ohio by the Attorney General's Office.
  5. Draft, review, and negotiate contracts and other agreements.
  6. Assist the General Counsel or Deputy General Counsel in the preparation, review, and analysis of administrative rules and legislation.
  7. Provide direction and guidance in a mentoring capacity to Staff Counsel.
8. In absence of General Counsel or Deputy general Counsel, or as requested by General Counsel or Deputy General Counsel attend meetings and other functions of STRS Ohio.

Deputy General Counsel:
1. Provide legal information, advice or other services to STRS Ohio management and staff in matters involving Member Benefits Investments, Finance and Administration of STRS Ohio.
2. Review and respond to legal pleadings, subpoenas, documents, and correspondence.
3. Oversee processing of orders and other matters related to members and retirees.
4. Coordinate representation of STRS in litigation; develop case strategies and oversee / monitor litigation. Apprise General Counsel of key litigation involving STRS including: operational issues, quality of work, and staffing issues.
5. Provide oversight and assistance to special counsel appointed to STRS Ohio by the Attorney General's Office.
6. Serve as STRS' Ethics Compliance Officer and help to maintain STRS' ethical standards.
7. Act as HIPAA privacy officer and Affordable Care Act Section 1557 coordinator for the STRS Ohio retiree health care program.
8. Administer and monitor compliance with the Personal Investment Approval and Reporting Guidelines.
9. Draft, review, and negotiate contracts and other agreements.
10. Assist the General Counsel in the preparation and review of rules and legislation and the analysis of legislation.
11. Render advice to the retirement board regarding, and participate in, final average salary and disability review panel meetings.
12. Participate in organizational development and planning, inter-office coordination, and special projects as requested by the General Counsel.
13. Participate in Legal Department associate management including salary planning and administration, training and development workflow, and organizational planning.
14. Participate in all aspects of the Performance Management Process by preparing annual goals for associates based on goals of the department and projects defined in the annual plan; coaching and mentoring around goals and competencies; and conducting annual performance reviews.
15. Provide leadership, direction, and management support for the legal department. As directed by the General Counsel, directly supervise and mentor the Associate General Counsel, Staff Attorney, and Executive Assistant.
16. In the absence of the General Counsel or as requested by General Counsel, will attend meetings, and other functions and serve in place of General Counsel as legal representative of STRS Ohio.

REQUIRED QUALIFICATIONS:
Staff Counsel
1. JD and admission to the Ohio Bar is required.
2. Minimum of 3 years of general legal experience including experience in interpreting state and federal law required.
3. Experience drafting and negotiating information technology and other contracts and agreements preferred.
4. Excellent interpersonal skills necessary to deal effectively with a wide range of issues and individuals inside and outside STRS.
5. Excellent oral and written communication skills to deal effectively with internal and external contacts.
6. Sustained periods of concentration required for legal research and analysis.
7. Ability to manage multiple projects within tight deadlines and frequently shifting priorities.
8. Willingness to develop and maintain professional contacts and remain up-to-date on industry trends and issues.
9. Excellent work record of attendance and punctuality; occasional evening, weekend, and non-regular work hours and occasional travel required.

Associate General Counsel
1. JD and admission to the Ohio Bar required.
2. Minimum of seven years of general legal experience required. Experience in tax qualification, investment transactions, information technology and fiduciary or public body governance law preferred.
3. Superior interpersonal skills necessary to deal effectively with a wide range of issues and individuals inside and outside STRS.
4. Superior oral and written communication skills to deal effectively with internal and external contacts.
5. Sustained periods of concentration required for legal research and analysis.
6. Ability to manage multiple projects within tight deadlines and frequently shifting priorities.
7. Ability to think and plan strategically.
8. Willingness to develop and maintain professional contacts and remain up-to-date on industry trends and issues.
9. Excellent work record of attendance and punctuality; occasional evening, weekend, and non-regular work hours and occasional travel required.

**Associate General Counsel**

1. JD and admission to the Ohio Bar required.
2. Minimum of twelve years of general legal experience required. Experience in tax qualification, investment transactions, domestic relations, and fiduciary or public body governance law preferred.
3. Supervisory and management experience required. Proven ability to effectively plan and set clear goals, delegate responsibilities, ensure and monitor progress, and provide timely feedback to staff.
4. Superior interpersonal skills necessary to deal effectively with a wide range of issues and individuals inside and outside STRS.
5. Superior oral and written communication skills to deal effectively with internal and external contacts.
6. Sustained periods of concentration required for legal research and analysis.
7. Ability to manage multiple projects within tight deadlines and frequently shifting priorities.
8. Ability to think and plan strategically.
9. Strong critical thinking and decision making skills.
10. Willingness to develop and maintain professional contacts and remain up-to-date on industry trends and issues.
11. Excellent work record of attendance and punctuality; occasional evening, weekend, and non-regular work hours and occasional travel required.

How to apply: Apply [HERE](#). Upload your resume, cover letter and references with contact information. TRACKING CODE 213-760.

**Deadline: February 27, 2017**

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**Columbus, OH – Research & Writing Specialist / Capital Habeas Unit – Federal Public Defender, Southern District of Ohio**

*AkronLawJobs No. 8012 Overview:* The Federal Public Defender for the Southern District of Ohio is accepting applications for the position of Research & Writing Specialist for the Capital Habeas Unit to be stationed in the Columbus office. The Federal Public Defender, a branch of the U.S. Courts operates under the authority of the Criminal Justice Act, 18 USC 3006A, to provide defense services to indigent persons in federal criminal cases and related matters in the federal courts. The Capital Habeas Unit represents state death sentenced individuals in federal habeas and state clemency proceedings.

**Duties:** The research & writing specialist is an attorney position which provides advanced research and writing support to the Assistant Federal Defenders in the unit. Specifically the individual writes briefs, motions, petitions, and legal memoranda. The individual will be a part of a team of attorneys and investigators representing death sentenced individuals. The individual does not ordinarily sign pleadings or make court appearances unless it is determined by the Defender, or the Supervising Attorney for the Unit, to be appropriate for training and other circumstances.

**Requirements:** The successful applicant must be a graduate from an accredited law school and a member in good standing of a state bar or immediately eligible for bar admission. Applicants should have a commitment to providing quality representation to indigent defendants and have a reputation for personal integrity. Strong computer research, word processing, and interpersonal communication skills are essential for this position, as is the ability to analyze legal issues from lengthy, complex records and write clearly and concisely. Successful applicants will be able to prioritize projects and work both independently and cooperatively. Research & Writing attorneys may not engage in the private practice of law.

**Salary and Benefits:** Starting salary will be commensurate with the experience and qualifications of the applicant. This position is excepted service and does not carry the tenure rights of the competitive Civil Service. The position does offer federal government employment benefits including health and life insurance, retirement and the Thrift Savings Plan. Salary is payable only by Electronic Funds Transfer (direct deposit).

**Conditions of Employment:** All application information is subject to verification. Appointment to the position is contingent upon a background investigation including an FBI fingerprint check. Employees of the Federal Defender are members of the judicial branch of government; they are considered ‘at will’ and can be terminated with or without cause.

**Application Information:** Qualified applicants should send a letter of interest, current detailed resume and references in PDF format to OHS_employment@fd.org.

**Deadline: February 24, 2017**
Columbus, Ohio – Assistant Federal Defender / Capital Habeas Unit – Federal Public Defender, Southern District of Ohio

AkronLawJobs No. 8007 Overview: Position Announcement 17-004. The Federal Public Defender for the Southern District of Ohio is accepting applications for the position of Assistant Federal Defender for the Capital Habeas Unit to be stationed in the Columbus office. The Federal Public Defender, a branch of the U.S. Courts operates under the authority of the Criminal Justice Act, 18 USC 3006A, to provide defense services to indigent persons in federal criminal cases and related matters in the federal courts. The Capital Habeas Unit represents state death-sentenced individuals in federal habeas and state clemency proceedings.

Duties: The Assistant Federal Defender is an attorney position which provides representation to clients in federal habeas proceedings who have been sentenced to death in the state courts of Ohio. Specifically, the individual writes briefs, motions, petitions, legal memoranda and represents petitioners in capital habeas proceedings in federal court from the initial petition through appeal and clemency. The individual will be a part of a team of attorneys and investigators representing death-sentenced individuals.

Qualifications: JD and member in good standing of a state bar and immediately eligible for District Court / Circuit bar admission. Applicants should have a commitment to providing quality representation to indigent defendants and have a reputation for personal integrity. Previous capital experience is desired but not required. Strong computer research, word processing, and interpersonal communication skills are essential for this position, as is the ability to analyze legal issues from lengthy, complex records and write clearly and concisely. Successful applicants will be able to prioritize projects and work both independently and cooperatively. Assistant Federal Defenders may not engage in the private practice of law.

Salary and Benefits: Starting salary will be commensurate with the experience and qualifications of the applicant. This position is excepted service and does not carry the tenure rights of the competitive Civil Service. The position does offer federal government employment benefits including health and life insurance, retirement and the Thrift Savings Plan.

Conditions of Employment: All application information is subject to verification. Appointment to the position is contingent upon a background investigation including an FBI fingerprint check. Employees of the Federal Defender are members of the judicial branch of government; they are considered ’at will’ and can be terminated with or without cause.

How to apply: Send your resume, cover letter and references with contact information IN PDF FORMAT to

OHS_employment@fd.org

Deadline: February 24, 2017

Findlay, OH – Transactional Attorney – Marathon Petroleum Company SPRING 2017 & RECENT GRADS

AkronLawJobs No. 8036 Overview: The successful candidate will be responsible for providing due diligence management and general legal support on business development transactions, including asset or equity purchases or sales, joint ventures, business combinations and other business development-related transactions pursued by Marathon Petroleum Corporation and its subsidiaries and affiliates (Marathon). The position will also involve schedule drafting, contract review, negotiation, legal research, advising clients, and providing preventive law counseling. The position entails heavy interaction with in-house senior business development attorneys, Marathon client organizations, third parties, and outside counsel.

Duties: 1). Provides professional legal advice, counsel, and guidance, as a practicing attorney at law, to assure that the Company, its assets and its activities are legally safeguarded, are in conformity with all the applicable laws and regulations and will not unduly expose the Company to litigation, penalties or claims. 2). Manages and coordinates the due diligence process for all business development projects and transactions. Performs initial reviews of all due diligence material, including, but not limited to material agreements, information technology agreements, and information and documentation related to real estate, intellectual property, health, environmental or safety, and human resources, and coordinates and manages subject matter expert reviews consistent with due diligence strategies. 3). Performs project management duties with regard to due diligence process and day one readiness initiatives led by the Law Organization and assists in developing reports and presentations to executive management on a project-specific basis. 4). Evaluates contractual content of proposals, provides interpretation of contract language, drafts internal contracts or responses to external contracts, evaluates the need for additional legal review and evaluates and analyzes contracts and other documentation reviewed in due diligence process. 5). Develops, recommends, and implements improvements to Marathon’s due diligence strategies and philosophies for the full variety of business development projects. 6). Tracks and analyzes industry trends with respect to mergers and acquisitions, with specific focus on the energy industry, and analyzes and recommends best practices or market-based norms for use in negotiating business development transactions. 7). Participates in continuing legal education programs and other activities as necessary to keep informed of
developments in the law, new and proposed statutes and regulations, economic and social issues and other matters of interest to the Company and the energy industry.

**Qualifications:** JD. Prefer candidate to be licensed and authorized to practice law in Ohio or another state. HOWEVER, candidates who have not yet graduated from law school and who plan to sit for the next offering of the Ohio or other state bar exam following graduation will be considered. Continued employment will be conditioned upon obtaining and maintaining membership in the Ohio or other State Bar.

**Years of Experience Required:** 0 to 1 years.

**Travel:** Up to 10% of the time

**How to apply:** Apply [HERE](#). Upload your resume, cover letter, references with contact information and writing sample.

**Deadline:** February 28, 2017

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**Medina, OH – Attorney – Bonezzi Switzer Polito & Hupp**  
_AkronLawJobs No. 8031 Overview:_ Prepares and presents cases for/at trial

**Duties:** Conduct and coordinate research into a variety of legal issues; Represent the client in various legal issues; Prepare legal pleadings, motions, discovery, stipulations, etc.; and Write, review and edit reports, opinions, correspondence, articles and other documents.

**Qualifications:** JD and valid Ohio State bar membership; Litigation Associate with one to five years of practical experience; Previous insurance defense experience is a plus; Low maintenance / can do attitude; Excellent interpersonal communication and interrogative skills; Knowledge of ethics and conduct codes; Gathering, analyzing, and interpreting data collected from clients and excellent organizational management skills; Familiarity with legal software search databases; and Computer proficiency

**Reference:** CBAM/179079932

**Salary:** $60,000 - $65,000 annually

**How to apply:** Apply [HERE](#) and upload your resume and cover letter.

**Deadline:** February 28, 2017

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**New Philadelphia, OH – Public Defender – Tuscarawas County Public Defender**  
_AkronLawJobs No. 8040 Overview:_ Tuscarawas County Public Defender Office has an opening for a full-time misdemeanor attorney. Qualifications include a law degree from an accredited law school, a valid license to practice law in Ohio and be in good standing. Candidate needs ability to function in a fast-paced, high caseload environment. Prior criminal law experience is preferred but not required

**Duties:** Misdemeanors, appeals, and possible coverage in other courts, as necessary.

**How to apply:** Send cover letter and resume to: 153 N. Broadway New Philadelphia, Ohio 44663 Fax: 330-364-7616 or email to PompeyM@co.tuscarawas.oh.

**Deadline:** March 1, 2017

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**Richfield, OH – Director, Legal Counsel – Charles Schwab**  
_AkronLawJobs No. 8001 Overview:_ The Corporate Legal Services Department provides legal advice to all aspects of Schwab’s business. This in-house counsel position will support Schwab’s Corporate Brokerage Services, which includes self-directed brokerage window products and Schwab Retirement Technologies.

**Duties:** Primary duties will include providing advice in connection with legal matters arising out of Schwab’s Corporate Brokerage Services; Working independently to quickly answer numerous alternative investment questions presented in day-to-day work flows while exercising discretion and keen judgment; Advising on projects and initiatives designed to build new offers, programs, and technology solutions; and Providing legal support and guidance on issues related to Schwab’s Retirement Plan Services. Will also be expected to assume other assigned tasks and projects in addition to his or her regular work schedule and to assist other attorneys on the team as circumstances may dictate.

**Qualifications:** JD and member in good standing of the Ohio State bar. 5-7 years, minimum, of law firm, in-house counsel experience with a financial services company, or experience with an industry regulator, that includes retirement plans, broker-dealer and investment adviser matters. MUST ALSO HAVE A STRONG WORKING KNOWLEDGE OF: Employee Retirement Income Security Act of 1974 (ERISA); Investment Advisers Act of 1940; Securities Exchange Act of 1934; Background and experience with self-directed brokerage window products and fiduciary activities; Excellent verbal and written briefing skills and the abilities to advise on day-to-day issues in a fast-paced environment with an eye on regulatory changes and risk management are important skills for this position.

**How to apply:** Apply [HERE](#) and send your cover letter and resume.
Shaker Heights, OH – Staff Attorney – University Hospitals

**AkronLawJobs No. 8058 Overview:** Seeking an experienced attorney with 1-4 years of corporate health experience.

**Duties:** Will staff multiple Corporate Legal Services Practice Groups as assigned from time to time by the Deputy General Counsel; Responsible for competently and professionally handling legal matters delegated by Supervisors, including handling legal transactions and providing legal support to UHHS and its subsidiaries and affiliates. Conducts legal research and writing and oversees paralegal and law clerk research projects; Handles administrative responsibilities delegated by Deputy General Counsel and/or Chief Legal officer, including corporate record book oversight, Law Clerk training and orientation process, and On-Call Manual and other policy updates and process improvements; As requested, may serve as legal liaison to hospital and/or other UH entity boards or committees as needed and as assigned from time to time; Attends Corporate Legal Services staff meetings, Service Line meetings and other meetings as assigned; Develops expertise in key areas of healthcare regulation and/or other areas of law as requested by Deputy General Counsel and/or required for participation in and staffing of various Practice Groups; and Available for and participates in Law Department attorney-on-call coverage pursuant to Attorney-on-Call calendar as updated and approved by Deputy general Counsel from time to time

**Qualifications:** JD and licensed to practice law in the State of Ohio or demonstrated eligibility to sit for Ohio Bar Exam with successful completion and pass and admittance to practice in the State of Ohio within time-frame specified by Deputy General Counsel; 1-4 years recent experience in corporate health care legal environment required, preferably in large corporate law firm with active healthcare practice group or at in-house law department of an academic medical center; Current corporate health care legal experience preferred, including hands-on experience advising sophisticated healthcare providers or other healthcare industry constituents; 2 years of healthcare experience and/or additional advanced degree such as joint degrees (e.g. MBAs, MPH, Masters in bioethics or Masters in Healthcare Administration) preferred; Must be detail-oriented and organized, self-motivated with good analytical and problem-solving ability; Notable client service, excellent communication capabilities, presentation and relationship building skills required; Ability to function independently and as a team player in a fast-paced environment required; Must have strong written and verbal communication skills; Must demonstrate keen respect for confidentiality and understanding of the mechanics and applicability of the attorney-client privilege; Must demonstrate integrity and respect for diversity; Experience servicing clients in a highly responsible and flexible fashion; Demonstrated ability to use PCs, Microsoft Office Suite and general office equipment required; Working knowledge of legal database tools including Oracle Contract Management and Sharepoint preferred; and Foundational understanding of healthcare regulations, including Patient Protection and Affordable Care Act, HIPAA, fraud and abuse laws, and laws governing tax-exemption.

**How to apply:** Send your resume and cover letter [HERE](#).

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Valley City, OH – Corporate Counsel - MTD Products, Inc.

**AkronLawJobs No. 8042 Overview:** Seeking an individual responsible for the completion of projects and the oversight of team members handling supporting tasks for multiple areas relating to legal, accounting and tax reporting for high net worth family entities focusing on individual estate plans, irrevocable trusts, private foundations, a public charity and partnerships. Both hands-on project performance/drafting plus management of team members including review of their work product to ensure accuracy is expected. A particular emphasis will be on working with young shareholders of a family-owned enterprise to assist in their financial education, knowledge of estate planning and share ownership. Both hands-on project performance/drafting plus management of team members including review of their work product to ensure accuracy is expected. A particular emphasis will be on working with young shareholders of a family-owned enterprise to assist in their financial education, knowledge of estate planning and share ownership.

**Duties:** Assists in overseeing complex estate planning, trust and estate administration including review of outside counsel high-level documents, drafting basic estate planning documents, and providing direction to team of paralegals. Focus on the upcoming generation of shareholders in a privately held enterprise as part of a larger educational program to assist in stewardship of shares. Participates as part of the management team of a private trust company. Responsible for ensuring compliance for trusts, limited liability companies, private foundations, and other legal entities. Reviews grantor and non-grantor trust returns and partnership income tax returns prepared by an in-house team of accounting paraprofessionals. Understands complexities of calculating trust accounting income. Provides on-going development, motivation and training for direct reports. Manages the trust tax return preparation process to ensure that work is properly allocated to staff members and completed in a timely and accurate manner. Continually monitors processes to develop more efficient procedures and use of resources while maintaining a high level of accuracy. Updates job knowledge by participating in educational opportunities and reading professional publications.

**Deadline:** February 23, 2017

**Valley City, OH – Corporate Counsel - MTD Products, Inc.**

**AkronLawJobs No. 8042**

**Overview:** Seeking an individual responsible for the completion of projects and the oversight of team members handling supporting tasks for multiple areas relating to legal, accounting and tax reporting for high net worth family entities focusing on individual estate plans, irrevocable trusts, private foundations, a public charity and partnerships. Both hands-on project performance/drafting plus management of team members including review of their work product to ensure accuracy is expected. A particular emphasis will be on working with young shareholders of a family-owned enterprise to assist in their financial education, knowledge of estate planning and share ownership. Both hands-on project performance/drafting plus management of team members including review of their work product to ensure accuracy is expected. A particular emphasis will be on working with young shareholders of a family-owned enterprise to assist in their financial education, knowledge of estate planning and share ownership.

**Duties:** Assists in overseeing complex estate planning, trust and estate administration including review of outside counsel high-level documents, drafting basic estate planning documents, and providing direction to team of paralegals. Focus on the upcoming generation of shareholders in a privately held enterprise as part of a larger educational program to assist in stewardship of shares. Participates as part of the management team of a private trust company. Responsible for ensuring compliance for trusts, limited liability companies, private foundations, and other legal entities. Reviews grantor and non-grantor trust returns and partnership income tax returns prepared by an in-house team of accounting paraprofessionals. Understands complexities of calculating trust accounting income. Provides on-going development, motivation and training for direct reports. Manages the trust tax return preparation process to ensure that work is properly allocated to staff members and completed in a timely and accurate manner. Continually monitors processes to develop more efficient procedures and use of resources while maintaining a high level of accuracy. Updates job knowledge by participating in educational opportunities and reading professional publications.
Qualifications: J.D. degree from an ABA-approved law school. Five to eight years of experience in complex estate planning, trust and estate settlement, and taxation required with exposure to high net-worth families preferred; Expertise in preparing and reviewing trust returns and partnership income tax returns with experience reviewing basic individual, foundation and gift tax returns a plus; Proficient in Microsoft Office applications with advanced Excel skills

How to apply: Apply HERE
Deadline: March 1, 2017

Wapakoneta, OH – Case Manager – Jauert & Burton

Overview: Jauert & Burton LLP has an outstanding associate attorney opportunity for an attorney with 0-3 years of experience who wants to live and work in Wapakoneta, Ohio.
Qualifications: We will consider June 2017 graduates. Candidates must be primarily interested in concentrating their practice in the areas of probate, commercial and domestic litigation; and willing to assist with real estate, estate planning, Medicaid planning and business formation and income tax. Candidates should be proficient with Excel. Salary consistent with experience. Candidates who want to know more about this opportunity can visit the Jauert & Burton website at www.jauertburton.com.
How to apply: Please send a resume, writing sample, and law school transcript to Brittany Scott at Brittany.Scott@jsf.ohio.gov.
Deadline: February 24, 2017

West Chester, OH – Corporate Counsel – Contech Engineered Solutions

Overview: Contech Engineered Solutions LLC is currently seeking an experienced attorney for a staff Corporate Counsel position. Based in our West Chester office, the Corporate Counsel will manage legal business matters pertaining to Contech Engineered Solutions with a particular emphasis in the areas of litigation / dispute resolution, contracts and risk management. Contech Engineered Solutions, a Quikrete Company, provides bridges, drainage, erosion control, retaining wall, sanitary sewer, and stormwater management products and other site solutions. The company designs/engineers, manufactures, and sells such products across the United States and into various countries worldwide.

Primary Responsibilities: Provide day-to-day practical, business-focused legal advice and risk analysis on a wide range of legal issues impacting business. At the outset, the most significant responsibility relates to advising on and drafting and negotiating a wide range of contracts related to the day-to-day operation and long-term strategy of the business, including, for example, licensing agreements, distribution agreements, construction-related subcontracts, and sales and master supply agreements. Concentration will be on managing litigation and risk management. Some involvement in commercial matters, intellectual property, business development and employment matters will be expected and will likely increase through development. Effectively and efficiently use and manage outside legal resources within a budget. Assist in maintenance of contractual compliance, corporate governance and regulatory compliance tasks. Other duties as assigned.

Qualifications: JD with a solid academic record from an accredited law school. Licensed to practice law in Ohio preferred. At least 6 years of experience in a law firm or in-house legal department, handling a variety of corporate, contractual and other business-related matters. Experience with construction contracts, government-related contracts and/or intellectual property preferred. Demonstrated ability to analyze, understand and interpret laws and regulations and apply them with excellent written and verbal communication skills in a business environment. Demonstrated ability to exercise sound business and ethical judgment. Strong organization and time management skills; ability to work effectively with minimal direct supervision as part of a team in a fast-paced, dynamic environment. Excellent interpersonal skills; ability to communicate effectively and explain both simple and complex business and legal concepts to company associates, up to and including representatives of senior management. Strong computer skills including Microsoft Office products. Local Candidates Only Please. No Relocation Assistance is Available.
How to apply: REQ ID 6821 Apply HERE. Send your resume, cover letter and list of references with contact information.
Deadline: February 20, 2017

Washington, DC – Appellate Attorney – Attorney General – Office of the Solicitor General (17-023)

Overview: The Office of the Attorney General for the District of Columbia is seeking an experienced appellate attorney for a position within the Office of the Solicitor General. The Office of the Solicitor General is responsible for the District’s civil and criminal appellate litigation and handles high-profile matters of both local and national importance. The Office practices most frequently before the District of Columbia
Court of Appeals, the United States Court of Appeals for the District of Columbia Circuit, and the Supreme Court of the United States. There are two sections within the Office of the Solicitor General. This position is with the Civil and Administrative Appeals Section. These appeals cover a variety of substantive areas including constitutional law, employment law, contracts, torts, tax, and administrative law.

**Qualifications**: J.D. degree and an active bar membership. If the successful candidate is not a member of the D.C. Bar, he/she must be sworn into the D.C. Bar within 360 days of his/her initial appointment; Significant litigation experience (5+ years preferred); Substantial knowledge of D.C. law or broad experience in areas of law relevant to D.C. government practice; Exceptional legal research and writing skills; Strong oral advocacy skills; and Appellate clerkship experience strongly encouraged.

**How to apply**: To apply, please submit a resume, cover letter detailing qualifications, writing sample, law school transcript (if graduated from law school in the last five years), and a list of three references to OAG.RecruitmentAttorney@dc.gov addressed to Arlyntha Love, 441 4th Street NW, Suite 1100 South, Washington, D.C. 20001. INCLUDE Vacancy #Job #17-023 on cover letter.

**Deadline**: March 3, 2017

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**Washington, DC – Trial Attorney- Attorney General – Personnel, Labor and Employment Division (17-022)**

**AkronLawJobs: 8078  Overview:** The District of Columbia Office of the Attorney General (OAG) seeks a Trial Attorney to join its Personnel and Labor Relations Section.

**Duties:** Trial Attorneys in the Personnel and Labor Relations (PLR) Section represent District agencies in administrative matters before the Office of Employee Appeals, Office of Hearings and Adjudication/DOES, Office of Administrative Hearings, Office of Human Rights, U.S. Equal Employment Opportunity Commission, Metropolitan Police Department Adverse Action Panels, and Fire and Emergency Medical Services Department Fire Trial Boards. They also provide appellate representation of these matters before the OEA Board, the Compensation Review Board, various FMCS arbitrators, PERB, and Superior Court. Duties include all aspects of civil litigation (i.e. discovery, motions practice, brief writing, and evidentiary hearings). The incumbent serves under the direct supervision of the Chief of the Personnel and Labor Relations Section.

**Qualifications**: The ideal candidate must have five (5) to ten (10) years of relevant legal or litigation experience in the area of employment law and possess excellent oral and written communication skills.

**How to apply**: Candidates should e-mail one PDF file, which includes: 1) a cover letter with 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 on February 23, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001. INCLUDE Vacancy #Job #17-022 on cover letter.

**Deadline**: February 23, 2017

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**Washington, DC – Trial Attorney – Attorney General – Public Safety Division (17-021)**

**AkronLawJobs: 8079  Overview:** The District of Columbia Office of Attorney General (“OAG”) seeks a trial attorney for the Housing and Community Justice Section (“HCJ”) of its Public Safety Division.

**Duties:** The incumbent of the position will have primary responsibility for working with other District of Columbia agencies, such as the Metropolitan Police Department, Fire and Emergency Medical Services, the Department of Consumer and Regulatory Affairs, the Department of Public Works, and law enforcement agencies to address nuisance properties in District neighborhoods that contribute to blight and criminal activity. This includes civil and criminal litigation against property owners who commit housing code violations, property owners who leave properties vacant without maintaining them, property owners and builders who violate the housing and construction codes, and property owners who allow residences to become havens for drug, gun, and prostitution nuisances as specified in the Drug, Firearm, or Prostitution-Related Nuisance Abatement Act. Moreover, the incumbent will be charged with investigating, negotiating and litigating cases identified as essential to protecting affordable housing and tenant’s rights through the OAG’s housing initiatives, as well as litigating to protect District residents from other abuses, potentially including wage theft and other improper labor and employment practices. The incumbent will work with other members in the Public Safety Division and OAG to attend and participate in a number of community meetings and discussions. The incumbent will work closely with the existing Assistant Attorney Generals (“AAGs”) and Section Chief in HCJ in a collegial team atmosphere. The AAGs are tasked with implementing law enforcement strategies and problem-solving through government and community collaboration in District neighborhoods. This involves providing legal assistance to District agencies, actively participating in community meetings, devising intervention strategies, formulating plans for
ongoing health and safety services, referring individuals for proper law enforcement action and appropriate social services, identifying nuisance properties that are attracting crime or causing blight in neighborhoods, and making additional efforts as needed to ensure the cooperation of all pertinent agencies for appropriate final resolution.

Qualifications: The successful candidate must have a law degree and must either be a member of or eligible for waiver into the District of Columbia Bar. If a candidate is selected and is not a member of the District of Columbia Bar, he/she must apply for membership and show proof of such prior to the commencement of employment.

Candidates should have 0-3 years of civil and/or criminal litigation and trial experience, and experience with investigations. Candidates should be highly motivated and interested in developing new cases and applying laws that have not previously been utilized. Strong public speaking and interpersonal skills are a must, as are strong research and writing skills. Establishing and maintaining harmonious working relationships with co-workers, investigators, staff from other agencies, and the private sector, is critical. Candidates should possess the ability to work under pressure without sacrificing quality of work and the ability to adapt easily to change. Candidates should have strong interest in nuisance-related work and working with the community.

The candidate must have the ability to work across disciplines, and the ability to work with a high degree of independence. The ideal candidate should also have a demonstrated commitment to social justice, with a sincere passion for seeking justice for individuals and communities.

How to Apply: Candidates should e-mail one PDF file which includes: 1) a cover letter (must include the vacancy number) summarizing why you are interested and the skills and abilities you possess that will enable you to succeed in this position; 2) résumé; 3) list of three references; and 4) a writing sample to OAG.RecruitmentAttorney@dc.gov by 11:59pm of the closing date indicated above, addressed to Arlyntha Love, Office of the Attorney General for the District of Columbia, 441 4th Street NW, Washington, DC 20001. INCLUDE Vacancy #Job #17-021 on cover letter.

Deadline: February 17, 2017

St. Louis, MO – Supervisory Staff Attorney – U.S. Court of Appeals for the Eighth Circuit

Overview: Each Supervisory Staff Attorney oversees a team of four line attorneys. The primary focus of the Supervisory Staff Attorney position is to oversee the substantive and technical accuracy of memoranda and proposed orders and opinions prepared by staff attorneys for submission to three-judge panels.

Duties: Include setting priorities and schedules for staff attorney work; monitoring work performance; providing advice and assistance on work in progress; editing, reviewing, revising, and approving written work products; and training and recruitment. Supervisory Staff Attorneys also provide support to the Senior Staff Attorney as needed, including assisting in administrative functions and performance reviews of line staff attorneys.

Qualifications: Candidates must have a Juris Doctor (JD) degree from a law school that has been accredited by a recognized accrediting authority, and must be admitted to practice before the highest court of a State, Territory, Commonwealth, or Possession of the United States. Candidates also must have a minimum of five years of progressively responsible experience in the practice of law, in legal research, legal administration, or equivalent experience, gained after graduation from law school. Finally, candidates must have had progressively responsible administrative, technical, professional, supervisory, or managerial experience that provided an opportunity to gain: skill in developing the interpersonal work relationships needed to lead a team of employees; the ability to exercise mature judgment; and knowledge of basic concepts, principles, and theories of management and the ability to understand the office’s managerial policies.

PREFERRED SKILLS: We are looking for an individual with excellent academic credentials; superior analytical, research, writing, and editing skills; an ability to work both independently and collaboratively; an ability to manage multiple projects simultaneously; an ability to work under pressure to meet deadlines; and a strong commitment to justice and public service. We would also like to see evidence of strong communication and diplomacy skills; a demonstrated interest in the areas of law that our work routinely involves; and a demonstrated ability to provide effective leadership and supervision in a legal environment.

How to apply: Send a cover letter, resume (indicating law school class rank), law school transcript, self-edited writing sample, and a list of at least three professional references to SAO8employment@ca8.uscourts.gov. The subject line should state “Application for Supervisory Staff Attorney Position # SAO2016-03”.

Deadline: February 28, 2017
Brooklyn, NY – Law Clerk / Attorney – Robert N. Lerner, Attorney at Law

AkronLawJobs No. 7761 Overview: General practice law office in Brooklyn, NY for over 20 years law.

Description: The office provides a unique opportunity to become acquainted with solo, general practice. The practice includes probate, criminal, personal injury, immigration, matrimonial, real estate law, and civil litigation. Most of the clients are Chinese and have limited English skills. MUST BE FLUENT IN CHINESE. Will be doing legal research, document drafting and court appearances.

Requirements: 1L, 2L, 3L, 4L, or JD. Must be fluent in Chinese.

How to apply: Send your resume and cover letter to Robert N. Lerner at rnl.lernerlaw@gmail.com

Deadline: February 21, 2017

Uniondale, NY - Assistant General Counsel-Commercial and Compliance Long Island Power Authority

AkronLawJobs No. 8041 Overview: An Assistant General Counsel, under the leadership and direction of the General Counsel, provides legal counsel and represents the interests of the Long Island Power Authority (the “Authority”) and its subsidiary, the Long Island Lighting Company d/b/a LIPA, (collectively referred to herein as “LIPA”) as well as that of the Utility Debt Securitization Authority.

Duties: Drafting, managing, coordinating and participating in contract negotiations (or overseeing the Authority’s Service Provider, PSEG Long Island, or outside counsel in same) related to power purchase agreements and related financings; Negotiating with outside parties on certain other contractual issues and legal disputes related to real estate, tax and environmental matters, including settlement conferences; Coordinating dispute resolution proceedings of complex commercial matters across a variety of subject matters; Advising senior management on a broad range of federal and state regulatory and compliance matters, including: Providing legal guidance to the Procurement Department including liaising with the NYS Office of the State Controller and the NYS Office of the Attorney General; Advising on Minority and Woman Owned Business Enterprise (“MWBE”) and Service Disabled Veteran’s Owned Business (“SDVOB”) compliance issues; Participating in the execution of LIPA’s and USDA’s legal and regulatory compliance program including obligations pursuant the Public Officers Law, Public Authorities Law, New York State Finance Law, NYS Executive Law, NYS Executive Orders, LIPA’s Codes of Ethics and Conduct, the Federal Energy Regulatory Commission, the New York State Department of Public Service, NYS Administrative Law, NYS Energy Law, and LIPA’s Debt Covenants; and Preparing presentations and reports regarding compliance matters for LIPA senior management and the Board of Trustees and the USDA Board of Trustees. Preparing materials for the Board of Trustees of LIPA and USDA related to or stemming from the responsibilities listed above.

Qualifications: Juris Doctor degree or LLM and admission to the New York State bar with a minimum of five years of relevant experience practicing in a large law firm or in-house with a large corporation. Versatile with the ability to prioritize and handle multiple initiatives, must demonstrate exceptional self-discipline in order to work independently and collaboratively without a lot of direct supervision.

How to apply: Interested parties should submit their cover letter (with salary requirements) and resume to Barbara Ann Dillon, Director of Human Resources and Administration, at LegalJob@lipower.org.

Deadline: March 1, 2017

New York or New Jersey – Corporate/Transactional Associate – Cole Schotz PC

AkronLawJobs No. 8054 Overview: Prominent mid-Atlantic law firm with multiple regional office locations seeks an associate 2-4 years experience, mergers and acquisitions, joint ventures, business and succession planning, finance, and transactional practice. Securities and private equity and real estate fund experience a plus. NJ and NY bar admission required. Strong academic credentials, excellent oral and written communication skills required. We offer an excellent compensation package and comprehensive benefits program.

How to apply: Please e-mail resume, with salary requirements, to: genglert@coleschotz.com

Deadline: March 7, 2017

Philadelphia, PA – Public Interest Law Fellowship – Independence Foundation

AkronLawJobs No. 8021 Overview: Independence Foundation is committed to supporting free legal services for residents of the Philadelphia region. The Independence Foundation Public Interest Law Fellowship Program is a key element of this commitment.

Duties: Through the Fellowship Program, the Foundation funds the compensation and employment benefits for accomplished young lawyers who have decided to direct their considerable talents to public interest service. The Foundation requires that the focus of all Fellowship work be on direct representation of disadvantaged clients. The
Foundation also assists the Fellows in repayment of their often substantial educational loans. Independence Foundation Public Interest Law Fellowships provide support for law school graduates, outgoing judicial law clerks and attorneys who are currently employed and who want to work in the public interest for a legal services organization that qualifies for 501(c)(3) organization and provides legal services to individuals who are disadvantaged, including the elderly, the disabled, the homeless or those deprived of their civil or human rights.

**Qualifications and Time Limit:** JD and a member of the Pennsylvania State bar in good standing. The application must be made within five years of law school graduation. The duration of the Fellowship is one year. Fellowships may be renewed for one additional year if requested by the Fellow and approved by the Foundation Board of Directors and the sponsoring organization. All Fellows will be required to submit quarterly written reports of their Fellowship activities. Fellows who wish to renew their Fellowships for the second year must apply for renewal and submit an accounting of their first year and a recommendation from their sponsoring organization.

**Salary and Benefits:** Effective in the fall of 2017, each Fellowship will provide the Fellow an annual salary in the amount of $52,000, plus the cost of health care benefits, disability insurance, and employer's withholding taxes as compensation for full-time employment. These amounts will be paid on a quarterly basis directly to the sponsoring organization. The Foundation will not pay the cost of pension benefits or any fringe benefits, such as employment-related travel expenses. In addition, each Fellowship will provide for those Fellows who owe student loans an amount equal to the amount due and payable on such loans during the term of the Fellowship up to a maximum amount of $10,000 in each Fellowship year. This amount will be paid on a quarterly basis directly to the employing organization. The Fellow shall be responsible for such tax obligations.

Grants will be made to sponsoring organizations only. Therefore, before the final application is due, a legal services organization that will sponsor the applicant must be identified. The potential sponsoring organization must be a legal services organization serving the disadvantaged whose work has been funded previously by Independence Foundation. It must have its principal office in Philadelphia, Delaware, Montgomery, Bucks, or Chester County, Pennsylvania.

A Fellowship applicant must propose a public interest law project that he or she will implement if granted a Fellowship. A public interest law project typically consists of developing a new substantive area of legal practice or type of legal service which is consistent with the sponsoring organization's overall mission but in which the organization has generally not previously engaged. However, in rare instances, Fellowships are granted to support public interest law projects that do not involve developing a new area of practice, but rather consist of the development of a new approach that more effectively, innovatively, and comprehensively delivers a type of legal service the organization has previously attempted to provide. Fellowships will not be granted to fund either the prosecution or defense of criminal defendants. Moreover, although a Fellow may engage in some policy-based activities, a major component of a Fellow's anticipated work must consist of direct legal representation of disadvantaged clients. Direct representation may include representation in litigation before either judicial or administrative forums or representation of clients in transactional matters.

Each organization may sponsor only one applicant for a Fellowship in any year. However, an organization that currently employs an Independence Foundation Fellow may sponsor an applicant for a new Fellowship. No current employee of an organization may apply for a Fellowship at that organization.

**IT IS THE RESPONSIBILITY OF THE APPLICANT** to secure a position with a potential sponsoring organization before submitting an application for a Fellowship. The SPONSORING ORGANIZATION must prepare a COMMITMENT LETTER for submission to the Foundation with the Application. The COMMITMENT LETTER must contain a brief description of the organization, including its structure, history, and public interest goals and activities; a representation that the organization is a qualified 501(c)(3) organization; a description of the public interest law project to which the applicant will be assigned if a Fellowship is granted; and, a commitment to employ the applicant in that position on a full-time basis, under the terms and conditions applicable to all similarly situated employees of the organization (except compensation), for a period of one year, subject to renewal for a further year upon the approval of both the Foundation and the sponsoring organization.

The SPONSORING ORGANIZATION must also complete the attached Benefits Worksheet, on which the organization must provide the requested information concerning the projected cost of benefits for the potential fellow, and provide a 501(c)(3) Tax-Exempt Status Qualifying Letter. When an application is considered by the Foundation, the worthiness of the proposed project's goals as well as the applicant's scholarship, character, and commitment to public interest law will be considered. A special Advisory Committee to the Foundation Board of Directors, consisting of both Foundation Board members and representatives of the legal community, will review all applications and make recommendations to the Foundation Board. The Board will make the final award of the Fellowships.
If awarded a Fellowship, applicants will be expected to devote their full time to Fellowship work for the duration of the Independence Foundation Fellowship.

How to apply: Apply HERE. Upload your Resume, OFFICIAL Law School Transcripts, Letter of Recommendation from a Law School Advisor, Letter of Recommendation from a Former Employer, Commitment letter from the Sponsoring Organization, and the Budget Worksheet from the Sponsoring Organization (found on the application page). If you experience technical difficulties and need assistance in submitting or accessing your online application, please contact Foundation Source, the online application system provider, at 1-800-839-5316 or premiersupport@foundationsource.com. **PLEASE USE EITHER INTERNET EXPLORER OR MOZILLA FIREFOX BROWSERS to complete this application.** Some changes will not hold using Google Chrome or other browsers.

**Deadline:** Applications must be received by [September 25, 2017](#). Interviews with selected applicants will be conducted in late November. Fellows will be notified in mid-December.

**Nashville, TN -- Attorney – Assistant Post-Conviction Defender – State of Tennessee Office of the Post-Conviction Defender**

**AkronLawJobs No. 8066 Overview:** The OPCD is an independent agency of the Tennessee state government. The agency represents people sentenced to death in Tennessee and provides non-case-specific assistance and educational resources to appointed counsel in capital cases. Direct representation focuses on the investigation and presentation of collateral claims in state courts, primarily in post-conviction proceedings. The OPCD handles cases throughout Tennessee and travel is required. Please see [www.tnpcdo.net](http://www.tnpcdo.net) for further details.

**Duties:** Work under the direction of a supervising attorney; Develop and maintain a strong working relationship with the client; Review and analyze large volumes of documents and records; Identify potential legal claims and investigative needs; Oversee paralegals in record collection and investigators in field investigation; Participate in investigation, as needed; Identify experts and work with them in developing claims; Perform legal research and collaborate with others in drafting extensive pleadings; Work within a team to prepare for and conduct evidentiary hearings; Present oral arguments in appellate courts; Stay abreast of developments in relevant case law; and Participate in capital defense and other trainings.

**Minimum Qualifications:** Current Tennessee Bar license or ability to obtain Tennessee licensure within one year of accepting the position; Minimum five years of experience in criminal defense, complex civil litigation, judicial clerkship, or a combination thereof; Demonstrated commitment to indigent criminal defense or public interest; Ability to travel extensively; and A valid driver's license.

**Preferred Qualifications:** Prior experience in capital defense or at least one of the following areas: Drafting complex pleadings, Conducting trials or evidentiary hearings, or Working within a team-based approach to cases.

**How to apply:** Send your Resume, Cover Letter discussing your experience, skills, and interest in death penalty work, 3 professional references with contact information, and a writing sample to [YorkL@tnpcdo.net](mailto:YorkL@tnpcdo.net).

**Deadline:** [March 9, 2017](#)

**Seattle, WA -- Corporate Counsel, IP – Amazon**

**AkronLawJobs No. 8068 Overview:** We are looking for a talented attorney to support our intellectual property efforts in our rapidly growing and evolving company.

**Duties:** Counsel will support the Amazon Registry Services business on a broad range of commercial contracting, licensing, technology, and regulatory matters relating to gTLD registries. Counsel will work directly with business teams, providing day-to-day advice, resolving issues that arise in existing commercial relationships and addressing pre-litigation legal disputes and inquiries. Counsel’s principal duties will include structuring, drafting and negotiating complicated technology, distribution, licensing, marketing, and other commercial agreements, including agreements with third parties in the domain name space. Counsel will also provide ongoing legal counseling in a wide range of areas relating to intellectual property, including contractual relationships, data protection, and regulatory compliance. Limited travel (domestic and international) may be required. The successful candidate must be inquisitive, enthusiastic about technology, have a sense of humor, be business minded and demonstrate sound judgment even in ambiguous situations.

**Basic Qualifications:** 5+ years of legal experience (with at least three years at a leading law firm or in house) as a transactional attorney, preferably with focused experience in specialized IT contracts and/or the domain name system; Familiarity with trademark and copyright law; A J.D. degree and membership in good standing in at least one state bar; and Limited travel (domestic and international) may be required.

**Preferred Qualifications:** In house experience at a technology company; Familiarity with cross-jurisdictional contracting issues is a plus; Strong written and oral communication skills; Strong analytical skills; Excellent organizational skills, ability
to manage multiple projects at once, follow through and meet deadlines; Ability to work independently while being able to contribute successfully to cross-functional teams; plus Common sense, great judgment, and a good sense of humor

How to apply: Job ID 424201. Apply HERE and send your resume, cover letter and references with contact information.

Deadline: March 9, 2017

Nationwide – Direct Commission Lawyer Program – U.S. Coast Guard

AkronLawJobs No. 7751 Overview: The U.S. Coast Guard is looking for motivated, enthusiastic law students and attorneys who want to serve their country while being exposed to myriad legal issues and practices. We hire between 6 and 12 attorneys a year; both newly graduated attorneys and practicing attorneys. Our law firm is made up of approximately 200 active duty and 90 civilian attorneys across the United States. We are a relatively small firm and pride ourselves in ensuring each new member has a proper guidance during the transition into the active duty to ensure career-long success in the program.

Position Description: A position as a Judge Advocate for the Coast Guard is not only rewarding, but provides for a wonderful quality of life, competitive pay, stations in great U.S. cities, and unparalleled legal experiences. Some of the practice areas include, Military Justice, Maritime and International Law, Legislative or Regulatory Law and Environmental Law. Coast Guard Judge Advocates may also be able to practice outside of the legal program in traditional Coast Guard mission areas such as intelligence, vessel inspections, or marine casualty investigations. The options are varied; the opportunities are unique and the experiences are unmatched in traditional legal positions. Best of all, judge advocates have the opportunity to proudly serve their country while enjoying stimulating work and comprehensive benefits the Coast Guard offers.

A position as a Judge Advocate for the Coast Guard is not only rewarding, but provides for a wonderful quality of life, competitive pay, stations in great U.S. cities, and unparalleled legal experiences. Some of the practice areas include, Military Justice, Maritime and International Law, Legislative or Regulatory Law and Environmental Law. Coast Guard Judge Advocates may also be able to practice outside of the legal program in traditional Coast Guard mission areas such as intelligence, vessel inspections, or marine casualty investigations. The options are varied; the opportunities are unique and the experiences are unmatched in traditional legal positions. Best of all, judge advocates have the opportunity to proudly serve their country while enjoying stimulating work and comprehensive benefits the Coast Guard offers.

Selectees are required to serve on active duty as Coast Guard officers and receive four-year contracts. Currently, selectees are commissioned as Lieutenants in the Coast Guard Reserve and receive three years of constructive active service credit (for promotion purposes only). They attend a five week Direct Commission Officer Course at the Coast Guard Academy in New London, Connecticut, and a ten-week Basic Lawyer Course at the Naval Justice School in Newport, Rhode Island. From there, the newly commissioned judge advocates report to their initial duty stations.

QUALIFICATIONS: • Must be a U.S. Citizen • Must meet physical and character standards • Must be between the ages of 21 and 41. Initial obligation is a four year active duty tour with an additional four year obligation in the Coast Guard Reserve.

SALARY AND BENEFITS: Since the Coast Guard is one of the country's five armed forces, the pay and allowances are the same as for the other military services. Your exact pay would depend on whether you have dependents and where you are stationed. Benefits include free medical and dental care, 30 days paid annual vacation (not counting ten federal holidays), low cost $400,000 term life insurance, tuition assistance for off-duty education, post-graduate education opportunities, and the ability to contribute to tax-free retirement accounts under the federal Thrift Savings Plan. Other benefits include: use of commissaries (grocery stores) and exchanges (retail department stores), space available travel on government aircraft, use of military recreational facilities around the world and excellent retirement and Department of Veterans Affairs benefits.

For information either go to gocoastguard.com or call 1-800-GET-USCG

Deadline: February 17, 2017

Below is a list of current attorney and legal internship vacancies at the U.S. Department of Justice. To learn more about Justice and our legal careers, please visit our website: http://www.justice.gov/legal-careers.

At Justice, diversity extends beyond race and gender. It includes differences in culture, ethnicity, economics, status as a veteran, generations, geography, sexual orientation, and includes individuals with disabilities. We welcome applications from candidates who are interested in positively contributing to Justice, and hope that you will consider joining the dedicated public servants at the Department of Justice.
Do You Know any Law Students Interested in a Volunteer Legal Internship at DOJ? Every year, over 1,800 volunteer legal interns serve in Justice components and U.S. Attorneys’ Offices throughout the country. Any law student enrolled at least half-time, and who has completed at least one semester of law school, is eligible to apply for a volunteer legal internship.

DoJ offices recruit for legal interns through vacancy announcements posted on the DOJ Legal Careers web page at http://www.justice.gov/legal-careers/volunteer-internship-opportunities. Each announcement lists the applicable deadlines and requirements and students interested in volunteer internships at DOJ for spring and summer 2017 should apply now. Students apply directly to each office in which they have an interest. For more information, please watch our brief video with three tips for securing a legal internship at http://www.justice.gov/legal-careers/video/top-3-tips-secure-legal-internship-us-department-justice and visit our web page at http://www.justice.gov/legal-careers/volunteer-legal-internships.

Mobile App! Get the latest information about legal careers at Justice with our mobile app, DOJ Law Jobs. Users can quickly and easily create personalized job searches based on practice area, geographic preference, and hiring organization. DOJ Law Jobs is available for free on iTunes for Apple iPhone and iPad, and the Play Store for Android devices.

Manage Your Email: The U.S. Department of Justice, Office of Attorney Recruitment and Management, continuously updates its outreach list for the distribution of attorney and legal intern vacancy announcements. If you no longer wish to receive these email notifications, please reply to this email with UNSUBSCRIBE in the subject line. If you would like to update your contact information please submit the following information:

SCHOOL OR ORGANIZATION:
NAME:
TITLE:
PHONE:
EMAIL:
WEBSITE:

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<tr>
<th>ATTORNEY VACANCIES &amp; VOLUNTEER LEGAL INTERNSHIPS</th>
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<tr>
<td>Hiring Organization</td>
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Job Announcements: Jobs Received From Various Legal Recruiting Firms

Cleveland, OH – Document Review Committee – The Posse List LLC

AkronLawJobs No. 8065 Overview: Our client, a large consulting firm, is currently seeking admitted attorneys for a long-term document review matter that is slated to start on or before March 1, 2017. The project will take place in our client's document review facilities, conveniently located in downtown Cleveland.
Qualifications: Attorneys licensed in at least one U.S. jurisdiction are invited to submit their resumes for immediate consideration. Please indicate any potential scheduling conflicts in your email. Please also highlight any previous document review experience. If you are fluent in any foreign language, please specify that, as multiple foreign language projects may be available in the near future. After six months of continuous engagement on a project at the firm you will potentially be eligible to become a full-time employee. Full-time employees of the firm will receive a full benefit package including paid vacations and holidays as well as access to medical/dental insurance. If you are looking to make a change in your current situation we highly recommend applying for this exciting opportunity. Must be in good standing and have an active bar admission in at least one U.S. jurisdiction. Must be eligible to work in the US and not require Sponsorship. Excellent work ethic.

Project Details:
- Schedule: Monday thru Friday, 40 hours per week with any OT paid at 1.5 times the hourly rate.
- Duration: Indefinite.
- Pay Rate: $23.00 per hour.

How to apply:
- Please email your resume to:   Clevelandreview@gatewayrecruiting.com for immediate consideration and include in the Subject Line "CLJO374." Please also include your bar registration number with your submission.

Deadline:  March 1, 2017

Job Announcements: Judicial Clerkships

St. Paul, MN – Supreme Court Law Clerk for 2018-2019 – Minnesota Supreme Court

AkronLawJobs No. 8017 Overview: The court will hire law clerks for one year, which generally extends from August 1 to July 31 of the following year. Approximately 11 clerkships will be offered for the August 2018 through July 2019 term. With the exception of the Chief Justice, who has two law clerks, each justice has one law clerk and a law clerk that he or she "shares" with another member of the court. The three "shared clerks" regularly work on cases with two of the justices throughout the year.

Duties: Candidates apply to the court as a whole. Interviews take place with the entire court and justices select law clerks in order of seniority. Successful candidates accept a position with a particular justice or justices, but they also serve the court as a whole. During months when the court is in session, a law clerk is typically assigned one or two cases, and the clerk is expected to prepare a bench memorandum in the assigned case(s) that is distributed to the entire court in advance of oral argument. Law clerks will attend oral arguments in their assigned case(s) and, often, in other cases of interest or importance. Law clerks also serve as court marshals for hearings. After the case is heard and the justices determine how to resolve the case in conference, law clerks work closely with their justice on the preparation of an opinion. Law clerks also perform cite checks on the court's opinions and orders throughout the year. Depending on the justice, clerks may also be given additional assignments during the clerkship.

Qualifications: The minimum academic requirement for application is enrollment as a second-year law student. Graduation from an accredited law school is required to begin employment. Professional skills and scholastic proficiency are both considered. Strong writing and research skills are essential. Experience on a law review or law journal is preferred. The court will select its law clerks after it reviews applications and conducts interviews.

How to apply: Apply online at www.mncourts.gov by attaching a cover letter, resume, and legal writing sample to the online application. Please arrange for your official transcript, with class rank, if available, to be mailed or e-mailed directly from your Registrar's Office to the address listed below. Letters of recommendation are highly recommended and also should be sent or e-mailed directly to the address listed below. Please note that there is a series of supplemental questions in the application. Please complete thoroughly. Responses are submitted to judges verbatim. If you have any questions, please call (651) 215-9486. Because the application form is identical to the application form for the Minnesota Court of Appeals, you may wish to submit applications to both courts at the same time, in which case each attachment, transcript, and recommendation letter will be made available to both courts. Interviews will take place May 24-25, 2017.

Deadline:  March 31, 2017

Multiple Cities, NJ – Judiciary Law Clerk – New Jersey Judiciary

AkronLawJobs No. 7654 Overview: Professional law clerk positions are available for individuals with strong communication and analytical skills.

Duties: 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 www.judiciary.state.nj.us/rules/appemploy.htm

Qualifications: Must have graduated from law school by the time of the law clerk appointment. 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 is helpful completed a course in mediation prior to the start of the clerkship. 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.

PLEASE NOTE: Individuals selected for clerkships must agree to a thorough background check, which will include fingerprinting. All data received will be kept in 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: U.S. citizenship is not required. Selected candidate must be authorized to work in the U.S. according to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations.

How to apply: Send your resume, cover letter, transcript, references with contact information, and writing samples directly to the judges. These documents should include the month and year the JD degree will be awarded and specific area of interest of law. PLEASE do not send writing samples, transcripts, recommendation letters or references to the Human Resources office. The judges will be contacting potential candidates for interviews DIRECTLY.

For the list of Judges’ chambers addresses, go to: www.judiciary.state.nj.us/director/judgtara.pdf

Deadline: March 31, 2017

Mt. Gilead, OH – Law Clerk – Morrow County Municipal Court

AkrnorLawJobs No. 7568
Judge Lee W. McClelland of the Morrow County Municipal Court seeks a recent law school grad to work for the Court. Those who have taken the bar and are awaiting results or those waiting to take the bar would be ideal candidates. Grads who live in the area are encouraged to apply. As a law clerk the candidate would be exposed to extensive training in the area of misdemeanor criminal cases, court proceedings, research and writing and computer networking. The candidate should either live in a county neighboring Morrow County or be willing to relocate to Morrow County.

How to apply: If interested, please submit cover letter explaining interest and resume to lawcareerplanning@uakron.edu

Deadline: ASAP

Some judges have added new clerkship positions on OSCAR. For an update on new judges accepting judicial clerkship applications, please visit the OSCAR website (http://OSCAR.dcd.uscourts.gov/)

Judge David Barron
Circuit Judge
United States Court of Appeals
Boston, MA
Term: 1 Year
Clerkship Type: Term Law Clerk-Chambers

Applications accepted: Apr 25, 2016 - Sep 25, 2017 Term Start: Aug 15, 2018 Application Methods: On-line (recommended)

Judge: John Blakey
District Judge
United States District Court
Chicago, IL
Term: 1 Year
Clerkship Type: Term Law Clerk-Chambers
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<tr>
<th>Applications Accepted: Dec 22, 2016 - Sep 2, 2017</th>
<th>Term Start Date: Sep 3, 2018 Application Method: On-line (recommended), Paper</th>
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<tbody>
<tr>
<td>Judge Vincent Briccetti</td>
<td>District Judge</td>
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<tr>
<td>United States District Court</td>
<td>White Plains, NY</td>
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<td>Term: 2 Years</td>
<td>Clerkship Type: Term Law Clerk-Chambers</td>
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<tr>
<th>Applications accepted: Feb 8, 2016 - Jun 1, 2017</th>
<th>Term Start: Feb 1, 2018 Application Methods: Paper</th>
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<tr>
<td>Judge Vincent Briccetti</td>
<td>District Judge</td>
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<tr>
<td>United States District Court</td>
<td>White Plains, NY</td>
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<td>Term: 1 Year</td>
<td>Clerkship Type: Term Law Clerk-Chambers</td>
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<th>Applications accepted: Feb 8, 2016 - Jun 1, 2017</th>
<th>Term Start: Sep 15, 2018 Application Methods: Paper</th>
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<tbody>
<tr>
<td>Judge Raymond Clevenger</td>
<td>Circuit Judge</td>
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<tr>
<td>United States Court of Appeals</td>
<td>Washington, DC</td>
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<tr>
<td>Term: 1 Year</td>
<td>Clerkship Type: Term Law Clerk-Chambers</td>
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<tr>
<th>Applications accepted: Apr 22, 2016 - Sep 2, 2017</th>
<th>Term Start: Aug 2, 2017 Application Methods: E-mail, Paper, On-line (recommended)</th>
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<tbody>
<tr>
<td>Judge Raymond Fisher</td>
<td>Circuit Judge</td>
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<tr>
<td>United States Court of Appeals</td>
<td>Pasadena, CA</td>
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<tr>
<td>Term: 1 Year</td>
<td>Clerkship Type: Term Law Clerk-Chambers</td>
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<th>Applications accepted: May 16, 2016 - Jul 31, 2018</th>
<th>Term Start: Aug 15, 2018 Application Methods: On-line (recommended)</th>
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<tr>
<td>Judge Gregory Frizzell</td>
<td>District Judge</td>
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<tr>
<td>United States District Court</td>
<td>Tulsa, OK</td>
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<tr>
<td>Term: 1 Year</td>
<td>Clerkship Type: Term Law Clerk-Chambers</td>
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<th>Applications accepted: Mar 18, 2016 - Sep 1, 2017</th>
<th>Term Start: Sep 1, 2017 Application Methods: On-line (recommended)</th>
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<tr>
<td>Judge Mark Goldsmith</td>
<td>District Judge</td>
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<tr>
<td>United States District Court</td>
<td>Detroit, MI</td>
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<tr>
<td>Term: 2 Years</td>
<td>Clerkship Type: Term Law Clerk-Chambers</td>
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</tbody>
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|--------------------------------------------------|---------------------------------------------------------------------|
Judge: Ronald Gould  
Circuit Judge  
United States Court of Appeals  
Seattle, WA  
Term: 1 Year  
Clerkship Type: Term Law Clerk-Chambers  
**Applications Accepted: Dec 19, 2016 - May 19, 2017** Term Start Date: Aug 15, 2018 Application Method: On-line (recommended)

Judge: Michael Hawkins  
Circuit Judge  
United States Court of Appeals  
Phoenix, AZ  
Term: 1 Year  
Clerkship Type: Term Law Clerk-Chambers  
**Applications Accepted: Jul 8, 2016 - Sep 15, 2017** Term Start Date: Sep 4, 2018 Application Method: On-line (recommended)

Judge: Lucy Koh  
District Judge  
United States District Court  
San Jose, CA  
Term: 1 Year  
Clerkship Type: Term Law Clerk-Chambers  
**Applications Accepted: Dec 23, 2016 - Jun 3, 2017** Term Start Date: Aug 15, 2018 Application Method: E-mail Status: Available

Judge: Robert Kugler  
District Judge  
United States District Court  
Camden, NJ  
Term: 1 Year  
Clerkship Type: Term Law Clerk-Chambers  
**Applications Accepted: Dec 21, 2016 - Dec 31, 2017** Term Start Date: Aug 15, 2018 Application Method: On-line (recommended), Paper

Judge: Sarah Netburn  
Magistrate Judge  
United States District Court  
New York, NY  
Term: 1 Year  
Clerkship Type: Term Law Clerk-Chambers  
**Applications Accepted: Dec 19, 2016 - Sep 1, 2017** Term Start Date: Sep 15, 2018 Application Method: On-line (recommended)

Job Announcements: Other Positions

**Akron, OH – Assistant Director, Career Services & Student Advising – University of Akron Law School**  
*AkronLawJobs No. 8032 Overview:* The Assistant Director will provide career services assistance to our law students, including student counseling, planning and presenting career programs, including but not limited to 1L student programming, resume and cover letter workshops, practice area/career path programs, networking events, and mock
How to apply: self-starter and take initiative; plus, experience working as an attorney is strongly preferred. Professionally to a variety of constituencies; demonstrated experience in managing multiple projects simultaneously; be a team player and professionally; sound judgment; and effective human relations skills, along with the ability to relate positively and effectively to a diverse and growing student body. This newly created role provides support to the Career Services and Admissions Offices.

Duties: The Assistant Director will provide career services assistance to our law students, including student counseling, planning and presenting career programs, including but not limited to 1L student programming, resume and cover letter workshops, practice area/career path programs, networking events, and mock interviews, plus updating and creating career planning resources. Will also help the Admissions Office with counseling and advising prospective students, including individual calls, meetings and hosting campus visits and tours. Will also support the development, marketing, and administration of career services and admissions programming/events, including assistance with web updates and social media. Will also assist with cultivation and maintenance of relationships with law students and prospective law students and actively promote the law school.

Qualifications: Personable and approachable in order to effectively develop working relationships with students, alumni, employers, prospective students and other law school faculty, staff, and administration. JD and Bar Admission preferred. Minimum of two (2) years’ experience in Admissions, Career Advising, or any legal employment. Ideal candidate will have demonstrated strong oral, written and interpersonal communication including the ability to write and speak persuasively and professionally; sound judgment; and effective human relations skills, along with the ability to relate positively and professionally to a variety of constituencies; demonstrated experience in managing multiple projects simultaneously; be a self-starter and take initiative; plus, experience working as an attorney is strongly preferred.

How to apply: Apply HERE Job ID #9992. Please note, you may upload your resume, cover letter, and reference lists BUT you will also need to fill in the information on the on-line application.

Deadline: March 3, 2017

Cleveland, OH – University Chief Compliance and Privacy Officer -Case Western Reserve University

AkronLawJobs No. 7983 Overview: Working in partnership with the General Counsel and the Executive Compliance Committee, the University Chief Compliance and Privacy Officer will provide leadership, direction and integration of compliance activities to fulfill the university needs and state and federal regulations. The officer will direct the formulation of strategic compliance planning in support of the university’s vision, mission and values and serve as the university’s chief representative and advocate for excellence in compliance functions. The officer will also report directly to the Audit Committee of the Board of Trustees in the activities, programs and progress of the office.

Duties: -- Provide expert guidance, collaboration and support to the implementation of the compliance program. Will staff and chair the university Compliance Committee consisting of compliance officers for all areas of the university. Manage day-to-day operation of the program. -- Develop, initiate, maintain and revise policies and procedures for the general operation of the university compliance and privacy program and its related activities to prevent illegal, unethical, or improper conduct. -- Develop and periodically review and update policies and procedures to ensure continuing currency and relevancy in providing guidance to management and employees. Ensure that approved changes are updated in the appropriate publications.

-- Collaborate with other departments (e.g. Risk Management, Internal Audit, Human Resources, etc.) to direct compliance issues to appropriate existing channels for investigation and resolution. Consult with corporate attorneys as needed to resolve difficult compliance issues. -- Respond to alleged violations of rules, regulations, policies, procedures, and Standards of Conduct by evaluating or recommending the initiation of investigative procedures. Develop and oversee a system for uniform handling of such violations. -- Act as an independent review and evaluation body to ensure that compliance issues/concerns within the university are being appropriately evaluated, investigated and resolved. Report activities, progress and programs to the Board of Trustees’ Audit Committee. -- Monitor and coordinate compliance activities of other departments to remain abreast of the status of all compliance activities and to identify trends. -- Determine departments and/or practices that need to be audited. -- Prepare a three-year strategic plan for audit coverage. -- Identify potential areas of compliance vulnerability and risk; develop/implement corrective action plans for resolution of problematic issues, and provide general guidance on how to avoid or deal with similar situations in the future. Provide reports on a regular basis and as directed or requested to keep the Board of Trustees and senior management informed of the operation and progress of compliance efforts. -- Ensure effective record maintenance and processes are in place to document compliance efforts and provide proper reporting of violations or potential violations to duly authorized enforcement agencies. -- Establish and provide direction and management of the Integrity Hotline. -- Respond to government investigations and queries as principal point of contact. -- Develop and maintain an effective compliance
communication program for the university, including promoting the Integrity Hotline, heightened awareness of the Standards of Conduct and an understanding of new and existing compliance issues and related policies and procedures. Work to gain consensus and buy-in from the university community for compliance. -- Develop an effective compliance educational and training program, including appropriate introductory training for new employees as well as ongoing training for all employees. -- Monitor the performance of the compliance program and related activities on a continuing basis, taking appropriate steps to improve the effectiveness. -- Oversee management and leadership of the university’s Privacy Program and Export Control Program.

**REQUIRED SKILLS:** -- In-depth understanding of key applicable federal, state and local legislation. -- Excellent qualitative and quantitative analytical skills. -- Ability to read and interpret complex regulatory or legal documents. -- Ability to communicate technical and complex concepts required. -- Outstanding verbal and written communication skills. -- Possess ability to apply principles of logical thinking to a wide range of intellectual and practical problems. -- Ability to respond effectively to confidential inquiries or complaints. -- Ability to communicate through effective and persuasive speeches and presentations. -- Ability to work as a leader and as a member of a team. -- Excellent interpersonal skills. -- Exceptional strategic thinking skills. -- Great organization and self-initiative. -- Strong computer skills with Microsoft Word, Excel and Access.

-- Technical skills in PeopleSoft preferred.

**QUALIFICATIONS:** Experience: 10 or more years of professional job experience working in academic or healthcare administration required with at least 4 years of demonstrated leadership or experience in financial, legal, compliance or audit issues, experience in multiple areas preferred. Education/Licensing: Master’s degree required preferably in financial management, audit, or related field.

**Geographic Preference**

*How to apply:* Send your Resume, Cover Letter, and References with Contact Information [HERE](#).

**Deadline:** February 20, 2017

**Cleveland, OH – Executive Director – ACLU**

*AkronLawJobs No. 7999 Overview:* Seeking an Executive Director to provide the leadership and vision necessary to address civil liberties issues as they emerge and to advance civil liberties in the decades to come. The ACLU is a statewide organization with interests throughout Ohio. The Executive Director travels throughout Ohio and occasionally outside the state.

**Duties:** Insure the organization has access to legal and social science scholars and educators, activists, social change advocates, humanitarians and civil libertarians such that the board and staff have the expertise and knowledge they need to confront a wide range of civil liberties policies and challenges. Create opportunities for these voices to be heard by the board. Insure that the board has access to members of the above groups from which they may select candidates for the board of directors. Work with the board and staff to develop civil liberties policies and to implement integrated advocacy campaigns that support those polices and make them operational. Articulate the visions of liberty to the membership, board of directors and staff, especially when positions are unpopular. Exhibit courage and clarity when addressing highly controversial and complex issues and lead the board through thoughtful consideration of conflicting positions on those issues. Guard the organization’s integrity, credibility and non-partisanship by emphasizing these qualities in all aspects of the work from legal, to legislative, to advocacy, to media, to fundraising. Be involved in the work of the national ACLU. Work with the affiliate’s national board representative to address and influence the direction of national policies. Become familiar with best practices for effective organizational management and civil liberties advocacy as developed and tested by other ACLU affiliates and similar advocacy organizations and implement these practices as appropriate. Hire, support, and promote staff members who act with autonomy, clarity of mission and purpose. Support the development of greater expertise in all areas of the organization. Work with staff members to establish goals for their respective departments and keep staff focused and motivated. Support team work, maturity and sound decision-making among the staff. Be available to the staff to discuss ideas and problems and insure staff have the tools needed to accomplish their goals. Insure that staff members possess a basic understanding of the organization’s finances and how revenue and expenses connect to achieving civil liberties goals. Work with the staff and board of directors to ensure familiarity with, and implementation of, the operative strategic plan throughout the year, every year. Take necessary steps to refresh and revise the strategic plan based on the timetable set in the operative plan and the organization’s current needs. Establish a clear vision for the continued growth and expansion of the ACLU’s capacity to address civil liberties issues in this state. Provide direction for programs and systems that further the organization’s vision. Encourage staff to identify possible outcomes and objectives of every major project undertaken by the organization and to apply those metrics to assess their work and that of the organization. Work with development team to court donors and solicit major gifts.
Qualifications: A deep understanding of, and personal commitment to, the protection and advancement of civil liberties and civil rights. A record of successful problem-solving, strategic planning, fund development and financial management in the private, not-for-profit, or public sectors. Experience defining, implementing, and rallying public support for a strategic vision that advances an organization and its effectiveness in achieving its goals. Experience running issues campaigns, with demonstrated success at thinking strategically. Having the skills and experience necessary to connect the ACLU to resources and opportunities outside the organization. Successful track record of raising money from a variety of sources; major donor experience is preferred. Familiarity with basic accounting and auditing principles and fiscal discipline. Successful track record in creating and implementing programs. Experience creating partnerships and collaborations. Strong decision-making skills and ability to negotiate effectively on behalf of the organization. History of effective written and oral communication, including excellent public speaking skills for both formal and extemporaneous presentations; ability to represent the ACLU and convey its positions and ideals to a diverse audience including news media personnel. Familiarity with the technology necessary to facilitate organizational management, fundraising, public education, lobbying and other activities essential to the ACLU’s effectiveness. Five years’ experience in nonprofit management or government service, or equivalent experience; ten years’ experience preferred. Record of success working in partnership with a board and staff of diverse personalities and talents. Bachelor’s degree; an advanced degree is preferred in public policy, public policy administration, law, business administration, or another relevant field.

How to apply: Applicants should submit a resume, a cover letter explaining their qualifications and interest for this position, and names of at least three references to edsearch@acluohio.org.

Deadline: February 23, 2017

Cleveland or Phoenix – Compliance Analyst – AML RightSource

How to apply: Send your resume and cover letter to Alex Evan, Director of Marketing/Recruiting Associate at aevans@gabrielpartners.com

Deadline: May 31, 2017

Columbus, OH – Education Program Manager II – Ohio Supreme Court

How to apply: Plans, develops, facilitates, and evaluates face-to-face educational programs for judges and magistrates, court personnel and/or other audiences as assigned; conducts education needs assessments for specific target populations; facilitates and designs courses and curricula with appropriate planning committees; conducts planning meetings and introduces courses; selects faculty; prepares course announcements; coordinates course materials; transports instructional materials and equipment to face-to-face programs; supervises registration; monitors program progress; and monitors seminars in order to evaluate content and faculty. Researches and responds to complaints and inquiries. Designs online self-study education from inception to completion, done collaboratively. Develops and manages courses and implements curricula for targeted audiences; estimates costs and monitors expenses; manages grants and other financial resources to ensure they are consistent with plans; analyzes trends and makes projections for future financial requirements. Negotiates faculty fees and works with Judicial Services staff to prepare related contracts. Effectively uses technological education tools such as laptops, computer applications, multimedia projectors and presentations tools (e.g.,
The normal work hours are 8:00 a.m. - 5:00 p.m. Some travel and non-business work hours are required.

How to apply:

Send your resume and cover letter.

Deadline: February 24, 2017

Columbus, OH – Executive Assistant to Chief Justice – Ohio Supreme Court

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PowerPoint and polling software, still and moving pictures, flip charts); sets up, and tests equipment, troubleshoots, solves minor equipment problems. Transports and assembles all A/V at courses offered outside of the Judicial Center. Utilizes instruments to obtain participant evaluation of program content and faculty performance; compiles, reviews, and analyzes evaluation results; informs Judicial College Director of evaluation results; incorporates results into future program planning. Delivers courses using webcast facilities and distance learning software as appropriate. Applies adult education theory and practice to curriculum development, course planning, and faculty development responsibilities. Attends workshops, seminars and/or professional meetings. Reviews books and/or publications to update and improve own knowledge & skills pertaining to instructional design, instructional technology, and related fields; prepares & maintains records & files; prepares correspondence and reports; makes travel arrangements; answers inquiries regarding Judicial College policies, procedures and events; responds to inquiries and complaints by telephone, in writing, or electronically; coordinates special projects as assigned. Participates in regional and national associations that relate to the program managed; serves on committees; serves as liaison with other agencies or institutions. Prepares and maintains appropriate correspondence, records, reports, and files.

Minimum Qualifications: Requires BA/BS in instructional design, adult learning, education, instructional technology, business or public administration or related field or equivalent. An advanced degree in education, law, or related field is preferred. Requires two years experience and significant expertise in preparing and delivering instructional programs for adults using adult learning theories and instructional design methods to develop face-to-face and electronic education (e.g., self-study online courses, webinars, blended approaches). Requires demonstrated skills and experience with design to delivery including needs assessments, ability to write learning objectives, assist faculty with building out content and selecting teaching methods, to delivery and evaluation. EXPERIENCE IN A LEGAL ENVIRONMENT IS PREFERRED. Requires ability to lead and work effectively with subject matter experts and committees. Requires proficiency with delivering education via web conference facilitator tools. Prefer familiarity with e-learning authoring tools. Requires knowledge of design and storyboarding steps and techniques needed to develop online courses that will reside in a learning management system. Requires the ability to organize workflow to manage multiple projects, meet deadlines, and accomplish tasks with follow-through to completion. May work flexible hours; some courses will require travel and overnight stays. Requires the ability to interact with supervisors, co-workers, judges, justices, attorneys, other court personnel and/or the public with a professional attitude and demeanor. Requires the ability to exercise judgment and creativity in evaluating information and making sound decisions. Requires excellent verbal, written and presentation skills. Requires the ability to communicate tactfully and effectively, both verbally and in writing, to interact productively with others and establish positive rapport and relations. Requires the ability to establish and maintain collaborative and effective working relationships with internal and external constituencies.

Supplemental Information: This is an exempt unclassified position that reports to the Director of the Judicial College, and the normal work hours are 8:00 a.m. - 5:00 p.m. Some travel and non-business work hours are required.

Compensation: The Supreme Court of Ohio offers a generous compensation package which includes salaries reviewed annually for market adjustments; health, vision, dental, and life insurance; 14% employer contribution to the state retirement plan (OPERS); tuition reimbursement; flex time; and paid vacation, personal and sick time earned in the first month of employment. The starting salary is commensurate with experience, minimum of $70,000.

PLEASE NOTE: Out of state applicants may apply: however, The Supreme Court of Ohio does not reimburse travel or relocation expenses.

How to apply: Apply HERE. Send your resume and cover letter.

Deadline: February 24, 2017

Columbus, OH – Executive Assistant to Chief Justice – Ohio Supreme Court

AkronLawJobs No. 7753 Overview: The Supreme Court of Ohio is seeking an experienced Executive Assistant to provide both administrative and clerical support for the Chief Justice of the Supreme Court of Ohio.

Duties and Responsibilities: The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned. • Prepares all necessary information for conference, ensures distribution to justices, maintains conference calendar, as required • Responsible for follow-up activities as a result of the conference; prepares and/or organizes all necessary information for committees the Justice may chair or on which she may participate • Schedules meetings, appointments and travel arrangements, including expense report information • Prepares a variety of documents, including both routine and complex correspondence, forms, confidential memoranda, meetings, minutes, and reports; proofreads material for correct grammar, punctuation, format, and accuracy of content; develops, manages and maintains a filing system; creates and maintains files, reports and spreadsheets as necessary • Serves as the receptionist for the Justice; answer telephones; routes or responds to inquiries; opens and sends mail; and
how to apply: time earned in the first month of employment. contribution to the state retirement plans (OPERS); tuition reimbursement; flex time; and paid vacation, personal and sick includes salaries reviewed annually for market adjustments; health, vision, dental, and life insurance; 14% employer compensation: such information strictly confidential.

work hours: this is an exempt unclassified position that reports to the Chief Justice and the normal work hours are 8:00 a.m. – 5:00 p.m. Please note this position may frequently work extended hours, as needed.

compensation: starting salary is $66,768.00. The Supreme Court of Ohio offers a generous compensation package which includes salaries reviewed annually for market adjustments; health, vision, dental, and life insurance; 14% employer contribution to the state retirement plans (OPERS); tuition reimbursement; flex time; and paid vacation, personal and sick time earned in the first month of employment.

how to apply: apply here and attach your completed application, complete the supplemental questions online, upload your resume, upload your cover letter, and upload the names and contact information of three professional references with contact information. BEFORE APPLYING, please read the ONLINE APPLICATION GUIDE which is also found here.

deadline: open until filled

rootstown, OH – manager, local government and external relations – Northeastern Ohio University Colleges of Medicine and Pharmacy

AkonLawJobs No. 7973 Overview: Seeking an experienced candidate who should expect to meet regularly with local and regional government officials (commissioners, mayors, city and county council members, and township trustees) as well as membership/clinical partner organizations membership/clinical partner organizations members individually, or at respective events. The successful candidate should also serve as a contact for Northeast Ohio organizations such as local/regional governments, non-profit, or business organizations on NEOMED’s campus.

Duties: Responsible for establishing and maintaining relationships on behalf of NEOMED with local and regional government contacts which include but are not limited to the following counties: Portage, Stark, Summit, and Mahoning as well as the other 15 counties throughout NEOMED’s Northeast Ohio catchment region. Contacts should include local township trustees (Rootstown, Ravenna Township, etc.) county commissioners of above counties, liaisons within the mayor’s offices of Akron, Cleveland, Ravenna, Canton and Youngstown as well as city council members. Attend meetings or events related to local and regional government contacts, such as trustee meetings, county commissioner meetings and other related meetings. Candidate should represent NEOMED’s interests and strategic priorities at local government meetings and local stakeholder events. Represent NEOMED at local and regional chamber events, and other organizations of which NEOMED is a member. Represent NEOMED at clinical partner events. Serve as an institutional contact for other Northeast Ohio organizations which may include local/regional government, non-profit, or business organizations on NEOMED campus. Perform other duties as assigned.

Qualifications: Bachelor’s Degree. Candidate should have 4-7 years of experience with local/regional government relations and external relations background with local/regional organizations, preferably in Northeast Ohio. Ability to display excellent judgement and high intellect when interacting with local/regional governments and external stakeholders. High professional standards and integrity; high work ethic. Ability to maintain strict confidentiality and have a proven track record of working with external stakeholders. Self-directed; ability to work independently with minimal supervision and use independent judgement in accurately and effectively representing the interests of NEOMED. Excellent written, oral and interpersonal communication skills with advanced writing skills. Team attitude, flexible and willing to do what is necessary to accomplish goals of the division and University. Ability to analyze data and draw conclusions and implement/execute plans. Ability and willingness to attend evening and weekend meetings and events on
behalf of the University, Build and maintain open, transparent and effective lines of communication, within and outside the University, to better serve team members and constituents; appropriately tailors written and verbal messages to target audiences. Teamwork: Builds and maintains positive working relationships, within individual work groups and across departments, through open communication and collaboration; works with others to accomplish goals and objectives. Customer Service: Provides high-quality customer service in all relationships with colleagues (inside and outside his/her department, students, NEOMED guests, and leaders); views all interactions as a potential customer service opportunity. How to apply: Apply at: HERE  Resume and Cover letter required  Deadline:  February 17, 2017

Bentonville, AR – Senior Manager Regulatory Control Anti-Money Laundering Compliance – Wal-Mart  
AkronLawJobs No. 8082  
Duties: Drives continuous improvement of anti-money laundering (AML) compliance programs; Drives risk mitigation regarding anti-money laundering (AML); Drives the execution of multiple business plans and projects; Ensures business needs are being met; Promotes and supports company policies, procedures, mission, values, and standards of ethics and integrity; Provides guidance to business unit leadership on anti-money laundering (AML) compliance programs (for example, Bank Security Act (BSA), Office of Foreign Assets Control (OFAC); and Provides supervision and development opportunities for associates  
Minimum Qualifications: Bachelor's degree in Business, Law, Education, Criminal Justice or related field and 2 years experience in compliance, financial services, government relations or related field OR 4 years experience in compliance, financial services, government relations or related field  
Preferred Qualifications: Certified Anti-Money Laundering Specialist (CAMS) certification; Law Degree; or a Master's degree in Business Administration.  
How to apply: Apply HERE. Upload your resume and cover letter.  
Deadline: March 15, 2017

Reno, NV – President and CEO – National Judicial College  
AkronLawJobs No. 8076 Overview: The National Judicial College (NJC) in Reno, Nevada seeks a President/Chief Executive Officer.  
Duties: Provides direction to senior management including oversight of all educational, financial, fundraising, and marketing efforts; Acts as a primary spokesperson at local, state, national, and international meetings, entities, and organizations; Serves as the NJC representative to judicial, legal, government, justice system improvement organizations and other organizations; and Maintains communication with the NJC Board of Trustees and provides periodic status reports and executes policy as directed by the Board.  
Qualifications: Law Degree; Experience as (1) a judicial officer or (2) a position of consequence within the judicial/justice/education system; Willingness & ability to travel; Problem-solving skills; Demonstrated ability to function in a position of leadership; Outstanding written and verbal communications skills with the ability to express ideas clearly; Demonstrated ability to engage in fundraising & relationship development; Willingness to reside in Reno, NV area; and a Willingness to commit at least five years to the position.  
Salary: Negotiable, commensurate with experience, and includes a comprehensive benefits package. The National Judicial College is a 501(c)(3) non-profit equal opportunity employer.  
How to apply: Young Mayden, LLC, a legal search firm with offices in Charlotte, North Carolina and Nashville, Tennessee, is coordinating the search with the NJC Search Committee. All inquiries and submissions should be direct to Ken Young at kyoung@youngmayden.com. Please send your (1) resume listing all employment and college/university education including start/end dates, contact email/phone numbers, major/minor focus and certificates/degrees earned; (2) Cover Letter which specifically addresses why you meet the position description; and (3) Personal (two) and Professional (three) references with contact information to Ken Young at kyoung@youngmayden.com  
Deadline: March 14, 2017

Summary of Law-Related Teaching Positions (world-wide)  
https://chroniclevitae.com/job_search?utf8=%E2%9C%93&job_search%5Bkeywords%5D=legal

Cleveland Area Office Space Available
Perfect for the new attorney. Reasonably priced, one or two offices in beautiful, fully renovated suite in Beachwood office building. Complete with all the amenities, including receptionist, Wi-Fi, copier, fax machine, and kitchen. Secretarial services available for additional fee. Senior attorneys on-site, available for mentoring. Suite has generated referrals in the past. Contact David Pomerantz at #216-587-1221 or dipfcc@aol.com

Cuyahoga Falls Office Space Available
Private practice shared office space available on Graham Road in Cuyahoga Falls. Prosecutor looking for anyone who might be interested in sharing office space with her. Contact Nicole Welsh at welshesq@gmail.com or at 216-287-1999

Office Sharing Available for Lawyer
May perform legal services in exchange for rent. Referrals possible from my established consumer bankruptcy, foreclosure defense, debt relief clientele in primarily Richland, Ashland and Crawford counties. Lawyer could also apply for court-appointed cases in domestic, juvenile, and criminal cases. Professional building, security, free parking. www.attymack.com

Warren, OH Office Space Available
Two attorneys with over 30 years of experience have office space available in Warren, Ohio. Newly remodeled in a very high traffic, upscale area. Ideal for a recent graduate. Reasonable rates as well as plenty of overflow work or referrals available for the right candidate. Please contact Attorney Adam C. Hunt for more details: adam@hunt-law-llc.com (330) 469-9836

Articles and Items of Interest:

The Secrets of Superstar Associates:
http://www.americanbar.org/publications/tyl/topics/professional-development/the_secrets_superstar_associates.html

Tips for Jobless Law School Grads:
http://www.lawstudent.tv/2013/08/15/tips-for-jobless-law-school-grads-get-experience-on-your-resume/

New Lawyers Need Administrative Law:

Exploring Growing Areas of Law
In a recent article from Student Law, the American Bar Association’s publication, Janan Hanna explores growing areas of law by focusing on “three areas of law that are starting to grow because of changing demographics, health care reform, and a poor economy.” Find the article here: http://www.americanbar.org/publications/student_lawyer/2012-13/feb/exploring_areas_of_law.html

Silicon Valley Patent Office to start hiring examiners next month

A Note About AkronLawJobs
For those Akron Law alumni who are actively job searching, please be aware that you may search for job vacancy announcements any time right from the comfort of your own home or office. There is no need to wait for the monthly Alumni Career Connection. All job postings that the Career Planning Office receives are immediately posted on AkronLawJobs, the online job database powered by Symplicity. It is very easy to navigate and we encourage all of you to check it out. Username and password are required so please e-mail lawcareerplanning@uakron.edu or call our office at 330-972-6365 and we will set you up with an AkronLawJobs account. If, for some reason, you have misplaced your AkronLawJobs username or password, please stop by or e-mail the Career Planning Office at lawcareerplanning@uakron.edu and we will re-register you with AkronLawJobs.
New York Pro Bono Bar Admission Requirement: The New York Court of Appeals has recently adopted a new rule affecting applicants for bar admission in New York. In his Law Day address in May, 2012, Chief Judge Jonathan Lippman emphasized the need for additional resources to help ease the serious lack of legal services for those unable to pay for legal representation. Thousands of litigants appear pro se each year in New York courts, placing these litigants at a severe disadvantage in the legal system and detrimentally affects the administration of justice. One of Chief Judge Lippman’s proposals for addressing this gap in access to justice is directed at encouraging pro bono activities, both by law students and the practicing bar. To improve the assistance available to unrepresented litigants and to ease the burden on legal services providers, Judge Lippman has spearheaded a new initiative that will require applicants for admission to the New York bar to demonstrate that they have performed 50 hours of qualifying pro bono work. Qualifying pro bono work must be law-related and conducted under the supervision of a law school faculty member, an attorney or a judge. The new rule (22 NYCRR 520.16) will take effect on January 1, 2015 so the graduates of the class of 2013 who seek bar admission in New York before the effective date will not need to comply with the new requirement. However, first- and second-year law students interested in practicing law in New York should begin acquiring their pro bono hours since those students will most likely apply for bar admission after the rule takes effect. The 50 hours of pro bono work is not a pre-requisite for qualifying to take the New York bar examination, but the 50 hours of qualifying service must be completed before application for admission to the New York bar. The rule aims to instill in law students a greater appreciation of the fundamental responsibility of the legal profession to provide service to others, along with exposing law students to real-life legal issues. It is our hope that this rule will foster future members of the practicing bar who recognize the benefits of volunteering.

Useful Links:

AkronLawJobs: https://law-akron-csm.symplicity.com/students
NALP Directory of Legal Employers: http://www.nalpdirectory.com/
PSJD (formerly PS Law Net) Career Central: http://www.psjd.org/