The University of South Carolina does not discriminate in educational or employment opportunities or decisions for qualified persons on the basis of race, color, religion, sex, national origin, age, disability, genetics, sexual orientation, or veteran status. The University of South Carolina has designated as the ADA Title II, Section 504, and Title IX coordinator the Executive Assistant to the President for Equal Opportunity Programs. The Office of the Executive Assistant to the President for Equal Opportunity Programs is located at 1600 Hampton Street, Suite 805, Columbia, SC; telephone 803-777-3854.

Accordingly, the Law School’s facilities are available only to employers whose practices are consistent with this policy.

Office of Career Services
University of South Carolina School of Law
Suite 139, 701 South Main Street
Columbia, SC 29208
Phyllis B. Burkhard, Director
803-777-8479/fax 803-777-8565

www.law.sc.edu

(Scroll down for complete job listings)
ATTENTION! USC LAW SCHOOL ALUMNI

IF YOU HAVE A NEW HOME ADDRESS or a NEW WORK ADDRESS PLEASE notify the Career Services Office by sending the information to the following e-Mail address - Please include your class year and current telephone numbers.

watssw@law.sc.edu

*******Disclaimer*******

The University of South Carolina School of Law Office of Career Services posts job opportunities as a service to alumni and employers, and does not validate or guarantee the accuracy of the information posted. Further, the Office of Career Services does not endorse or make any representation concerning the opportunities posted or the people or organization posting them. Applicants are encouraged to research employers and employment opportunities independently as part of the job search process. For Real Estate postings please pay special attention to the South Carolina Supreme Court requirements for closing attorneys.

**********End of Disclaimer**********

Jobs are posted in the order received. Postings will remain on website for approximately three (3) months unless deadline dates are included or employers request removal of postings. Permanent postings and websites are listed at the end.

McAngus Goudelock & Courie – (alumni)
PO Box 12519
Columbia, SC 29211
Attention: Stuart Moore
Title: Attorney
Website: www.mgclaw.com
Type of Organization: Medium Firm
Phone calls? No

Position description:
MGC is a growing, highly-respected regional law firm with twelve locations in the Southeast. Due to the firm’s exceptional work environment created through training, a comprehensive wellness initiative, and green business practices, the firm has been recognized as one of the Best Places to Work by the Chambers of Commerce in both North and South Carolina. MGC has progressive leadership, a SC Supreme Court Approved Mentoring Program, and an in-house educational program that offers CLE credits in both law practice economics and traditional
continuing legal education. Employees are active in supporting local charities through the firm’s Charitable Giving Committee. Lawyers at all levels are encouraged to engage with clients and contribute to the growth of the firm.

MGC offers a dynamic workplace, long term career opportunities, and a generous compensation package for candidates motivated to achieve excellence in the business of law. All responses will be kept in strictest confidence.

Attorneys with at least two years of experience are encouraged to apply. Please send resumes and cover letters to scresumes@mgclaw.com.

Posted: 03/19/16. Job Listing #048.

Womble Carlyle Sandridge & Rice – (alumni)
Charlotte, NC 28202
Attention: Christy Olsen
Title: Attorney Recruiting Coordinator
Website: www.wcsr.com
Email: COlsen@wcsr.com
Type of Organization: Large Firm
Phone calls? No

Deadline date to apply: 6/1/16
Position start date: ASAP

Job Description:
Womble Carlyle Sandridge & Rice, LLP is currently seeking a mid to senior level corporate and securities transactional associate in Charlotte, NC. The position is part of Womble Carlyle’s firm-wide Public Company Advisors Team, and the associate will work in a collaborative environment as part of a dynamic multi-office team representing the firm’s public company and other clients. Additional information about the firm’s Public Company Advisors Team can be found at www.wcsr.com

Job Requirements:
Qualified candidates will have outstanding academic credentials and four to eight years of corporate and securities experience in a large regional or national law firm. Candidates will have experience with both 1933 and 1934 Act matters, specifically including securities offerings on Forms S-1, S-3, S-4 and S-8 as well as periodic reporting on Forms 8-K, 10-K and 10-Q, Section 16 reporting and Rule 144 compliance. Experience handling merger & acquisition transactions, corporate governance matters and exchange listing matters is preferred.

Please attach your resume, transcript, and cover letter on the application screen.

Womble Carlyle is committed to leadership in attracting, developing, and retaining a diverse workforce of highly talented professionals. EOE
An Equal Opportunity/Affirmative Action/Pro Disabled and Veteran Employer.

Please apply online at www.wcsr.com. Emailed application materials cannot be accepted.


Weaver, Bennett & Bland, P.A – (alumni)
Matthews, NC

For all information go to http://www.wbblawyers.com/associate-attorney-pidatt01/

Weaver, Bennett & Bland, P.A. is seeking lawyers to fill Associate Attorney positions in the areas of estate planning, elder law, business transactions & acquisitions, or commercial real estate. Candidates must be licensed in North Carolina with at least two years of experience practicing law in North Carolina.

A full-service law firm, Weaver, Bennett & Bland has served businesses and individuals in the Greater Charlotte, North Carolina area for over 30 years. Located in Matthews, North Carolina, our workplace is built upon the foundations of teamwork and a commitment to our core values: (1) achieve results for our clients; (2) maintain a commitment to community; (3) use trusted judgment; (4) demonstrate unwavering integrity; and (5) enjoy what we do – have fun.

The high standards we hold ourselves to in our legal practice dictate the high standards we require when seeking hard-working, self-motivated, amazing people to join Weaver, Bennett & Bland. We want attorneys at Weaver, Bennett & Bland who can hit the ground running. If you have an excellent work ethic that matches our core values, have a positive attitude with a sense of humor, and believe you’re a candidate with the qualifications, experience and enthusiasm to join our team, then please submit your information using the form on this page, or send your resume to David Bland at jobsatwbb@gmail.com. All applications will be kept 100% confidential.

Check out our website at www.wbblawyers.com for more information. Weaver, Bennett & Bland is an Equal Opportunity Employer, hiring solely on the basis of candidate qualifications. We offer salary commensurate with experience to include bonus compensation, and a comprehensive benefits package which includes: medical, dental, life, vision, disability insurance; paid time off (PTO); 401(k) safe harbor plan, partnership track, and more.

Posted: 03/08/16. Job Listing #046.

Anastopoulo Law Firm – (alumni)
2557 Ashley Phosphate Road
North Charleston, SC 29418
Attention: Casey Van Valkenburgh
Title: Managing Attorney
Website: www.akimlawfirm.com
Type of Organization: Medium Firm
Phone calls? No

**Deadline date to apply: 3/31/16**
Position start date: ASAP

**Associate Attorney**
Prominent personal injury law firm with offices throughout the state of SC is seeking a licensed SC attorney to work in the pre-litigation department. Applicants need to have a dynamic personality and work well as part of a team. Prior experience in personal injury is preferred, however we would be willing to train the right candidate. This is a position that is very fast paced and the right candidate will need to be highly motivated. Please attach a cover letter to your response and let me know what sets you apart from other candidates.

Please email a cover letter, resume, and your contact information to: resumes.akimlaw@gmail.com. You must be a current member of the SC Bar.

**Posted: 03/08/16. Job Listing #045.**

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Joye Law Firm, LLP – (alumni)
5861 Rivers Avenue
North Charleston, SC  29406
Attention: Rob Cluxton
Title: Chief Operating Officer
Email: rcluxton@joyelawfirm.com
Website: www.joyelawfirm.com
Type of Organization: Small Firm
Phone calls? No

Position description:
Growing law firm is searching for an associate attorney to join our North Charleston office. Great opportunity to work with a highly respected law firm. Ideal candidates will have one to three years of experience. Must be licensed to practice in the state of South Carolina. This position will support two senior litigation attorneys in our personal injury department. Successful candidates must have excellent writing and communication skills and the ability to manage multiple tasks and deadlines in a fast-paced environment. Please email cover letter, resume, and writing sample for consideration. All communication and resumes will be held strictly confidential.

Excellent work environment and benefits package with competitive compensation commensurate with experience.

**Posted: 03/07/16. Job Listing #044.**
Children’s Legal Services – (alumni)
Miami, FL

Children’s Legal Services, a division of the Department of Children and Families (DCF), is seeking an **experienced litigation attorney** (admitted to Florida Bar for a minimum of two years) for our **Miami**, Florida office.

Attorneys for Children’s Legal Services represent the people of the State of Florida, through DCF, and advocate for the best interests of Florida’s children in dependency proceedings under Chapter 39, Florida Statutes. The successful applicant will have a strong interest in child advocacy, good academic credentials, strong writing skills, excellent communication skills, a keen interest in courtroom litigation, excellent critical thinking skills, ability to work independently, a positive attitude, and be a member of the Florida Bar. Applicants with a track record of successful litigation experience are encouraged to apply. Moot court, trial team, litigation clinic, advocacy certificate, and/or law review participation in law school are a plus.

The starting salary is $52,000 per year, and includes an excellent benefits package with health benefits, life insurance, dental benefits, four weeks paid vacation, paid state holidays, a personal day, paid sick leave, and a state retirement package.

**Children’s Legal Services: Strong Leadership, a New Paradigm, and New Opportunities!**

Come and be part of an exciting cutting edge statewide law firm with a vision focused on providing exceptional advocacy to children and families of Florida by achieving permanency, stability and security for abused, neglected and abandoned children.

To apply, please visit PeopleFirst or click this link: [https://jobs.myflorida.com/viewjob.html?optlink-view=view-869736&ERFormID=newjoblist&ERFormCode=any](https://jobs.myflorida.com/viewjob.html?optlink-view=view-869736&ERFormID=newjoblist&ERFormCode=any)

Thank you for your interest in Children’s Legal Services!

**Posted: 03/03/16. Job Listing #043.**

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Murray Law Offices, PA – (recent graduates/alumni)
3876 Renee Drive
Myrtle Beach, South Carolina 29579
Attention: Jennifer Miller
Title: Managing Attorney
Website: [www.callmurray.com](http://www.callmurray.com)
Email: jennifermiller@murraylaw.info
Type of Organization: Small Firm

**Deadline date to apply: 3/31/2016**
Position start date is negotiable.
Busy Real Estate firm looking for a high energy, friendly associate to handle real estate transactions, wills, trusts, estates, and business formations. No experience necessary. Must be SC Licensed attorney. Please email resume and 2 references.

Posted: 03/02/16. Job Listing #042.

OFFICE OF THE PUBLIC DEFENDER – (recent graduates/alumni)
FOURTH JUDICIAL CIRCUIT
Chesterfield County Office, SC

Position: Assistant Public Defender (Full-time)
Location: Chesterfield County Office
Application Deadline: March 25, 2016 5:00PM

The 4th Circuit Public Defender’s Office is accepting applications for a full-time Assistant Public Defender. The 4th Circuit Public Defender’s Office was created by the Indigent Defense Act of 2007, to provide representation of indigent defendants charged with crimes in Chesterfield, Darlington, Dillon, and Marlboro counties of South Carolina.

Job Description and Qualifications: The Assistant Public Defender (APD) will provide every aspect of legal representation to persons charged with a state crime and who, because of indigence, cannot obtain counsel to represent them. Duties of the APD include trials and court hearings, client and witness interviews, investigation, analysis of strength of cases, develops mitigation and defenses, case negotiation, community outreach and related job duties as assigned by a supervisor.

Candidate must:
* Be a member of the SC Bar, in good standing
* Completed all SC Rule 403 requirements
* Possess proficient computer skills
* Possess excellent written and oral communication skills
* Be able to conduct legal research and possess ability to analyze cases and legal opinions
* Have a strong work ethic and be committed to the service of public defense
* Be a US Citizen or eligible to work in the United States

Salary and Benefits: $40,000

Application Information: Qualified persons may apply by forwarding a letter of interest/cover letter and resume, by mail or email (in PDF format) to:

Nathan R. Scales
4th Circuit Public Defender Office
South Carolina Victim Assistance Network (SCVAN) – (recent graduates/alumni)
Greenville, SC

BILINGUAL VICTIM ADVOCATE
LEGAL ASSISTANCE TO VICTIMS PROGRAM, IMMIGRANT VICTIM PROGRAM
OFFICE LOCATION: GREENVILLE, SOUTH CAROLINA
FULL-TIME: 37.5 HOURS PER WEEK

Background:

Established by the SC General Assembly in 1984, the SC Victim Assistance Network (SCVAN) provides coordination for representatives of all agencies involved in victim services through its collaboration, public awareness, advocacy and victim assistance functions. SCVAN serves as the voice for all victims of crime in South Carolina and the people who serve them. Through its programs and services, SCVAN seeks to fulfill three main objectives: 1) ensure ALL crime victims receive access to and assistance from the criminal justice system; 2) improve the quality of services provided to crime victims by victim advocates; and 3) ensure the criminal justice system adequately serves crime victims. SCVAN currently manages five programs that provide services and resources to our state's crime victims and the professionals who serve them: 1) Annual SC Victims’ Rights Week Conference; 2) Emergency Financial Assistance Fund; 3) Legal Assistance to Victims (Priority Programs: Immigrant Victim Program, Native American Survivors of Domestic Violence and Sexual Assault & Survivors of Human Trafficking); 4) Statewide Forensic and Sexual Assault Nurse Examiner Project; and 5) Crime Victim Information Program.

The Position

We are currently seeking a full-time, Bilingual Victim Advocate to directly support the Legal Assistance to Victims Program’s outreach and direct legal services to immigrant victims of violent crimes. This position is funded by an annual grant from the SC Department Public Safety. The primary focus of this grant is to 1) provide information and referral resources to immigrant victims of crime, 2) encourage inter-agency collaboration by hosting quarterly
meetings of the Statewide Immigrant Victim Coalition; 3) offer trainings and technical assistance to professionals on the rights of immigrant survivors and 4) provide direct legal services to immigrant victims primarily in the areas of victim’s rights enforcement and immigration benefits.

The primary responsibilities of the Bilingual Victim Advocate are: 1) to provide information, referrals and criminal justice advocacy to immigrant survivors of crime, which includes information about victim’s rights and the criminal justice system and referrals to other victim service providers and supportive resources; 2) conduct intakes for victims seeking direct legal representation; 3) provide case management support to the two staff attorneys responsible for providing direct legal services to immigrant victims, and 4) coordinate the quarterly meetings of the Statewide Immigrant Victim Coalition.

**PRIMARY RESPONSIBILITIES:**

**Information, Referral and Criminal Justice Advocacy**
- Respond to calls from immigrant survivors of crime seeking information about the criminal justice system and availability of culturally and linguistically competent resources
- Provide criminal justice advocacy to victims, if necessary

**Legal Intake and Case Management Support**
- Provide intake for program legal clients
- Schedule client appointments and meetings with attorneys
- Correspondence and follow up with legal clients
- Coordinate document collection from law enforcement agencies, victim service providers and clients
- Maintain client records through a case management database
- Provide and/or make arrangements for translation and interpretation services for Limited English Proficient clients

**Coordinate Statewide Immigrant Victim Coalition Meetings**
- Develop and maintain listserv of Coalition members
- Secure and coordinate meeting location, date and times
- Prepare and send regular meeting announcements to Coalition

**QUALIFICATIONS:**
- Bachelor’s Degree in social work, criminal justice or other related field
- Experience working in victim services or the criminal justice system
- Fluency in oral and written English and Spanish required
- Excellent writing and organizational skills
- Computer proficiency, including Microsoft Office
- Experience and competency in working with immigrant populations
- Commitment to working with and advocating for the rights of immigrant victims of crime
TO APPLY FOR THIS POSITION: Interested candidates should send a cover letter and resume to jobs@scvan.org. For questions regarding the position, please contact Patricia Ravenhorst at 864-312-6453.

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BILINGUAL LEGAL ADVOCACY COORDINATOR/JUNIOR ATTORNEY
LEGAL ASSISTANCE TO VICTIMS PROGRAM, DOMESTIC VIOLENCE AND
SEXUAL ASSAULT SURVIVORS
OFFICE LOCATION: GREENVILLE, SOUTH CAROLINA
FULL-TIME: 37.5 HOURS PER WEEK

Background:

Established by the SC General Assembly in 1984, the SC Victim Assistance Network (SCVAN) provides coordination for representatives of all agencies involved in victim services through its collaboration, public awareness, advocacy and victim assistance functions. SCVAN serves as the voice for all victims of crime in South Carolina and the people who serve them. Through its programs and services, SCVAN seeks to fulfill three main objectives: 1) ensure all crime victims receive access to and assistance from the criminal justice system; 2) improve the quality of services provided to crime victims by victim advocates; and 3) ensure the criminal justice system adequately serves crime victims. SCVAN currently manages five programs that provide services and resources to our state’s crime victims and the professionals who serve them: 1) Annual SC Victims’ Rights Week Conference; 2) Emergency Financial Assistance Fund; 3) Legal Assistance to Victims (Priority Programs: Immigrant Victim Program, Native American Survivors of Domestic Violence and Sexual Assault & Survivors of Human Trafficking); 4) Statewide Forensic and Sexual Assault Nurse Examiner Project; and 5) Crime Victim Information Program.

We are currently seeking a full-time, bilingual Legal Advocacy Coordinator to directly support the Legal Assistance to Victims Program’s outreach and direct legal services to victims of sexual assault, domestic violence, harassment and stalking. This position is funded by a grant from the federal Office of Violence Against Women. The target populations of this grant are victims of sexual assault (including sex trafficking), and victims of domestic violence and sexual assault from Native American and immigrant communities.

The primary responsibilities of the Legal Advocacy Coordinator are: 1) to provide direct case management support to the two staff attorneys responsible for providing direct legal services to victims in the areas of victim’s rights, immigration and family law and 2) to coordinate services and strengthen relationships with sexual assault agencies, attend meetings of regional Sexual Assault Response Teams and help organize trainings and resource materials for sexual assault providers on the legal rights of sexual assault survivors and needs of immigrant survivors.

PRIMARY RESPONSIBILITIES:

Legal Case Management Support

- Provide intake for program legal clients
- Schedule client appointments and meetings with attorneys
• Correspondence and follow up with legal clients
• Coordinate document collection from law enforcement agencies, victim service providers and clients
• Prepare immigration and other legal petitions for filing under the direction of the staff attorneys
• Maintain client records through a case management database
• Provide and/or make arrangements for translation and interpretation services for Limited English Proficient clients

Partner Collaboration and Training
• Establish and maintain relationships with sexual assault program coordinators at partner agencies
• Attend meetings of Sexual Assault Response Teams
• Help coordinate the development of trainings and training materials for sexual assault advocates at partner agencies on the legal rights and remedies of sexual assault survivors and immigrant and Native American survivors of domestic violence

QUALIFICATIONS:
• Bachelor’s Degree
• Paralegal or legal training and/or experience; immigration law experience preferred
• Fluency in oral and written English required
• Fluency in oral and written Spanish required
• Excellent writing and organizational skills
• Computer proficiency, including Microsoft Office
• Experience and competency in working with underserved populations, including Native Americans and immigrants
• Commitment to working with and advocating for the rights of immigrant victims of crime

TO APPLY FOR THIS POSITION: Interested candidates should sending cover letter and resume to jobs@scvan.org For questions regarding the position, please contact Patricia Ravenhorst at 864-312-6453.
programs and services, SCVAN seeks to fulfill three main objectives: 1) ensure ALL crime
victims receive access to and assistance from the criminal justice system; 2) improve the quality
of services provided to crime victims by victim advocates; and 3) ensure the criminal justice
system adequately serves crime victims. SCVAN currently manages five programs that provide
services and resources to our state's crime victims and the professionals who serve them: 1) Annual SC Victims’ Rights Week Conference; 2) Emergency Financial Assistance Fund; 3) Legal Assistance to Victims (Priority Programs: Immigrant Victim Program, Native American Survivors of Domestic Violence and Sexual Assault & Survivors of Human Trafficking); 4) Statewide Forensic and Sexual Assault Nurse Examiner Project; and 5) Crime Victim Information Program.

The Position
We are currently seeking a part-time, bilingual paralegal to directly support the Legal Assistance to Victims Program’s outreach and direct legal services to immigrant survivors of violent crime. This position is funded by an annual grant from the SC Bar Foundation. The primary responsibility of this position is to provide direct case management support to the two staff attorneys responsible for providing direct legal services to immigrant victims in the areas of victim’s rights, immigration and family law.

PRIMARY RESPONSIBILITIES:
• Provide intake for program legal clients
• Schedule client appointments and meetings with attorney
• Correspondence and follow up with legal clients
• Coordinate document collection from law enforcement agencies, victim service providers and clients
• Prepare immigration and other legal petitions for filing under the direction of the staff attorney
• Maintain client records through a case management database
• Provide and/or make arrangements for translation and interpretation services for Limited English Proficient clients

QUALIFICATIONS:
• Paralegal training and/or experience; immigration law experience preferred
• Fluency in oral and written English & Spanish required
• Excellent writing and organizational skills
• Computer proficiency, including Microsoft Office
• Cultural competency with immigrant populations
• Commitment to working with and advocating for the rights of immigrant victims of crime

TO APPLY FOR THIS POSITION: Interested candidates should send cover letter and resume to jobs@scvan.org For questions regarding the position, please contact Patricia Ravenhorst at 864-312-6453.

Posted: 02/25/16. Job Listing #040.
University of South Carolina School of Law – (alumni)
Columbia, SC

Director of Admissions
Please go to following link to view details. The Requisition Number is 010105.
https://uscjobs.sc.edu/applicants/jsp/shared/frameset/Frameset.jsp?time=1456165939665


The Peck Law Firm, LLC – (alumni)
2040 eWall Street, Suite G
Mount Pleasant, South Carolina 29464
Attention: Kenneth Peck, Manager
Email: mtpleasantfamilylaw@gmail.com
Website: http://thepeckfirm.com

Deadline date to apply: April 1, 2016
Position start date: April 2, 2016

Lowcountry Family Law Attorney

Charleston-area family law firm seeks an experienced divorce lawyer for its Summerville office. The firm has other offices in downtown Charleston and Mount Pleasant.

You must be licensed to practice law in South Carolina. You must also have a minimum of four years of experience as a practicing family law attorney.

You will receive a very competitive compensation package, which will include a significant monthly salary, quarterly bonuses, and paid vacation and holiday leave.

Please submit your application with a resume, writing samples, a summary of your litigation and/or family law experience, your expectation of compensation, and a statement of why you would be a good fit for this position.

Response Method: Email resume, cover letter, writing sample and 1 reference.


U.S. Attorney’s Office for the District of South Carolina – (alumni)
Charleston, SC; Greenville or Columbia, SC

The U.S. Attorney’s Office for the District of South Carolina is accepting applications for the
following positions: (1) An Assistant U.S. Attorney to be assigned to the Civil Division in Columbia or Greenville, and (2) An Assistant U.S. Attorney to be assigned to the Criminal Division in Charleston.

Justice seeks to attract, retain, and promote individuals of exceptional ability and talent from all walks of life. The work environment and atmosphere is open, diverse, collegial, and inclusive. There are active affinity groups for African-American; Asian-American; Hispanic; lesbian, gay, bisexual and transgender (LGBT); and Native American employees, which are open to all DOJ employees regardless of background. Justice fosters a work environment where people of all backgrounds and experiences may reach their full potential.

These and other attorney vacancy announcements may be found at: http://www.justice.gov/legal-careers/attorneys-vacancies

Posted: 02/18/16. Job Listing #037.

Lambda Legal – (alumni)
New York, NY

Lambda Legal is seeking a full-time Fair Courts Project Community Educator in our New York City office to advance the Fair Court Project’s state courts advocacy efforts. Lambda Legal is a national, nonprofit organization committed to achieving full recognition of the civil rights of lesbian, gay, bisexual, and transgender (“LGBT”) people and those with HIV through impact litigation, education, and public policy work.

We are accepting applications through March 18, 2016 or until the position is filled. A complete description of the position and instructions for applying can be found at: http://www.lambdalegal.org/about-us/jobs/fair-courts-project-educator-0

Posted: 02/10/16. Job Listing #036.

APPALACHIAN RESEARCH AND DEFENSE FUND OF KENTUCKY, INC.
ADMINISTRATIVE OFFICE
120 NORTH FRONT AVENUE
PRESTONSBURG, KENTUCKY 41653-7832
(606) 886-9876
FAX (606) 886-0079
www.ardfky.org

STAFF ATTORNEY VACANCY
The Appalachian Research and Defense Fund of Kentucky, Inc. (AppalReD), is recruiting for a staff attorney in its Somerset Office located at 108 College Street, Somerset, KY. This well-established legal services program is in its 45th year of serving low income clients and
client groups in a 37-county area, which includes the Appalachian Mountains of eastern Kentucky and rolling hills of south central Kentucky.

AppalReD staff has been involved in significant representation of clients and client groups leading to the liberalization of standards for black lung benefits, establishment of shelters for victims of domestic violence, incorporation of and assistance to economic development groups, and development of due process procedures for utility cutoffs. AppalReD also has served thousands of low-income clients in their day-to-day needs in the traditional areas of poverty law representation including housing, consumer matters, public benefits, and domestic relations. AppalReD operates a network of six field offices with a staff of approximately 20 attorneys, 2 paralegals, and supporting personnel. Each branch office has excellent facilities and the necessary equipment to permit the staff to function as a first-class law firm.

Applicants should have a strong interest in serving the legal needs of low income people, a special desire to work in a rural area, and a particular interest in the problems of Appalachia.

Applicants must be licensed to practice law in Kentucky or eligible for admission without examination or limited admission. Annual salary is $35,217 + D.O.E. with generous benefits and leave time.

Interested applicants should apply to Robert C. Johns, Executive Director, Appalachian Research and Defense Fund of Kentucky, Inc., 120 N. Front Avenue, Prestonsburg, KY 41653 or via email at robertj@ardfky.org. Applicants should send a resume under a cover letter indicating the specific nature of their interest in the position and particularly in working in a rural area.

Applicants should also enclose a writing sample and list of references. Selected applicants will be asked to visit the Somerset office and AppalReD’s administrative office in Prestonsburg. For further information and questions, interested applicants may call Robert C. Johns at (606) 886-9876, ext. 1247.

Submission Deadline: Friday, March 11, 2016
An Equal Opportunity Employer

Posted: 02/10/16. Job Listing #035.

Larry D. Cohen, LLC – (alumni)
Charleston, SC

Office Space for rent:
Law firm has office space for lawyer looking for office sharing arrangement in Charleston. Infrastructure for legal practice in place for a ready-to-practice situation. Plenty of on-site parking and convenient location off of Savannah Highway close to downtown and courthouse. Please email ldcohen57@gmail.com. Serious inquiries only.

Posted: 02/18/16. Job Listing #034.
South Carolina Legal Services
Charleston, SC

Bilingual Migrant Attorney (Statewide Travel)
Full-time
Open until filled

SCLS seeks a bilingual migrant attorney for its Migrant Farmworkers Program to provide civil litigation to low-income migrant and seasonal farm workers and families residing or working in the state of South Carolina through extended and limited legal services. The primary areas of practice for the Migrant Program Attorney will include employment law, occupational safety and health law and civil rights. Attorney will assist in outreach to farm worker communities/camps and develop links with other providers serving farm workers. The position requires evening, weekend, and overnight work.

- Member of the SC Bar
- Must be able to speak and write English and Spanish fluently
- Demonstrated experience in the relevant areas of law
- Knowledge of the principles of civil practice and time management
- Excellent litigation and trial advocacy, research, and legal writing skills
- Strong oral, written and presentation communication skills;
- Excellent computer skills, including Windows and Microsoft Office
- Excellent relationship building skills and ability to collaborate effectively with other advocates
- Demonstrated competence in working with diverse clients and client communities
- Commitment to public interest/poverty law
- Valid driver’s license and good driving record

Applicants interested in applying for this position may submit a resume, 2 writing samples and three references with cover letter to:

South Carolina Legal Services, Attn: Human Resources – Bilingual Migrant Attorney – Charleston Office
PO Box 1445
Columbia, SC  29202

or

by fax to 803-799-9420.

Goodman McGuffey Lindsey & Johnson, LLP – (alumni)
1320 Main Street, Suite 300
Columbia, SC
Attention: Will Lee
Title: Executive Director
Website: www.gmlj.com
Type of Organization: Medium Firm
Phone calls? No

Position description:
Columbia, SC office of an established, multi-state AV rated litigation firm, seeks an attorney to handle growing practice needs in Insurance Defense, including General Liability Defense and Construction Defects as well as Insurance Coverage matters.

The preferred candidate will have 3 – 5 years’ prior insurance defense/insurance coverage experience. The position requires South Carolina Bar Membership, outstanding law school academic credentials, clear and concise writing ability, confidence before a judge or jury and excellent computer skills (we are a paperless office).

EXCELLENT CAREER OPPORTUNITY. Competitive compensation and benefits with total compensation incentive based. Firm provides significant and early responsibility in dealing with all aspects of litigation.

Send cover letter, resume and salary history/requirements via email to Will Lee, Executive Director at wlee@gmlj.com.

Posted: 02/02/16. Job Listing #031.

South Carolina Legal Services – (alumni)
Charleston, SC

Staff Attorney (full-time) starting Immediately. Job open until filled.

Provide a wide range of civil litigation to low-income individuals and families residing in South Carolina through extended and limited legal services. Civil litigation will primarily be in the areas of consumer, housing and family law, though the attorney may work in other priority areas of law depending on client needs. Litigation experience in these areas, plus experience with a broad range of other advocacy tools and community education, is strongly preferred. The position requires some evening, weekend, and overnight work.

▪ Member of the SC Bar
▪ Demonstrated experience in the relevant areas of law
▪ Knowledge of the principles of civil practice and time management
- Excellent litigation and trial advocacy, research, and legal writing skills
- Strong oral, written and presentation communication skills; bilingual skills a plus, but not required
- Excellent computer skills, including Windows and Microsoft Office
- Excellent relationship building skills
- Demonstrated competence in working with diverse clients and client communities
- Commitment to public interest/poverty law
- Valid driver’s license and good driving record

Applicants interested in applying for this position may submit a Resume, 2 writing samples and three references with cover letter to:
South Carolina Legal Services, Attn: Human Resources – Staff Attorney – Charleston Office
PO Box 1445, Columbia, SC 29202 or by fax to 803-799-9420.

Posted: 02/01/16. Job Listing #030.

Clawson and Staubes, LLC – (alumni)
126 Seven Farms Dr., Suite 200
Charleston, South Carolina 29492
Attention: Peggy Urbanic, Attorney/Partner
Email: purbanic@clawsonandstaubes.com
Website: www.clawsonandstaubes.com
Phone calls? No

Position start date: TBD

Position description:
We are looking for a lateral hire for our workers' compensation group. We require at least 3 years experience. This position is for our Charlotte, NC, Greenville, SC or Columbia, SC office. Candidates should have experience managing their own case load and attending hearings at both the Single Commission and Full Commission level.

If interested please mail resume.

Posted: 02/01/16. Job Listing #029.

U.S. Department of Justice – (alumni)
Washington, D.C.

The Federal Bureau of Investigation (FBI) has General Attorney positions posted in both VA and DC.

To view new attorney vacancies in different U.S. locations, please go to http://www.justice.gov/legal-careers.
Children’s Legal Services – (alumni)
FL

Children’s Legal Services, a division of the Department of Children and Families (DCF), is seeking an experienced litigation attorney (admitted to Florida Bar for a minimum of two years) for our Palm Bay, Florida office.

Attorneys for Children’s Legal Services represent the people of the State of Florida, through DCF, and advocate for the best interests of Florida’s children in dependency proceedings under Chapter 39, Florida Statutes. The successful applicant will have a strong interest in child advocacy, good academic credentials, strong writing skills, excellent communication skills, a keen interest in courtroom litigation, excellent critical thinking skills, ability to work independently, a positive attitude, and be a member of the Florida Bar. Applicants with a track record of successful litigation experience are encouraged to apply. Moot court, trial team, litigation clinic, advocacy certificate, and/or law review participation in law school are a plus.

The salary range is $45,000 per year, and includes an excellent benefits package with health benefits, life insurance, dental benefits, four weeks paid vacation, paid state holidays, a personal day, paid sick leave, and a state retirement package.

Children’s Legal Services: Strong Leadership, a New Paradigm, and New Opportunities!
Come and be part of an exciting cutting edge statewide law firm with a vision focused on providing exceptional advocacy to children and families of Florida by achieving permanency, stability and security for abused, neglected and abandoned children.

To apply, please visit PeopleFirst or click this link: https://jobs.myflorida.com/viewjob.html?optlink-view=view-862196&ERFormID=newjoblist&ERFormCode=any

Thank you for your interest in Children’s Legal Services!

Pharr Law, PLLC – (alumni)
8 West Third Street, Suite 600
Winston Salem, NC 27101
Attention: Donna L. Black, PLS, Office Administrator

Boutique construction litigation firm seeking associate. One to two years of litigation experience helpful, though not required. Firm office is in Winston-Salem and firm handles cases throughout North and South Carolina. Generous benefits. Send resume, transcript and writing sample to associatelisting@gmail.com.
Shelly Leeke Law Firm – (alumni) (position location is Columbia, SC)
3614 Ashley Phosphate Road
North Charleston, SC 29418

Immediate opening for associate attorney position. Ideal candidate will have some experience in personal injury and/or worker's compensation law. This position requires a strong desire to work hard and learn fast. Candidate must be computer savvy and have some IT knowledge. Upbeat, positive personality is a must. We are a team, and require team players. Qualified candidates please email resume, cover letter (not a generic cover letter, those will be deleted immediately) and references to Sarah@LeekeLaw.com.

This position is for our new office in Columbia. Compensation is salary and commission. Some benefits offered.

Hilliard Law Firm LLC – (recent graduates/alumni)
P O Box 658
Georgetown, SC 29440
Attention: John Hilliard, Owner
Telephone: 843-543-0312
Fax: 843-527-1400
Website: www.hilliardlawfirm.com
Email: john@hilliardlawfirm.com
Type of Organization: Small Firm

Position start date: Now

Opportunity to develop practice in 15th circuit. Immediate participation in criminal, injury, family and other litigation.

Response Method: Email resume, cover letter, and 2 references. May also telephone.

U.S. Securities and Exchange Commission – (alumni)

The U.S. Securities and Exchange Commission’s (SEC) Office of Minority and Women Inclusion (OMWI) has job opportunities within our organization.

Brief Background:
OMWI was established in July of 2011, as required by Section 342 of the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010. OMWI is responsible for:

- Taking affirmative steps to seek diversity at all levels of the SEC’s workforce,
- Increasing participation of minority-owned and women-owned businesses in the SEC’s programs and contracts, including standards for coordinating technical assistance to such businesses; and
- Assessing the diversity policies and practices of entities regulated by the SEC.

www.sec.gov

Posted: 01/22/16. Job Listing #021.

U.S. Attorney’s Office – (alumni)
FL

The United States Attorney’s Office (USAO), Middle District of Florida (MDFL), is seeking experienced attorneys interested in trial work for the position of Assistant United States Attorney. The MDFL is headquartered in Tampa and has branch offices in Orlando, Jacksonville, Fort Myers and Ocala.

Justice seeks to attract, retain, and promote individuals of exceptional ability and talent from all walks of life. The work environment and atmosphere is open, diverse, collegial, and inclusive. There are active affinity groups for African-American; Asian-American; Hispanic; lesbian, gay, bisexual and transgender (LGBT); and Native American employees, which are open to all DOJ employees regardless of background. Justice fosters a work environment where people of all backgrounds and experiences may reach their full potential.

This and other attorney vacancy announcements can be found at:

Posted: 01/20/16. Job Listing #020.

Department of Justice – (alumni)
Civil Rights Special Litigation

The Civil Rights Division, Special Litigation Section of the Department of Justice is looking to hire one or more experienced trial attorneys. This is an exciting opportunity for attorneys interested in juvenile justice reform at the federal level. The Special Litigation Section is the section of the Department of Justice that released several Statements of Interest pertaining to the rights of children, including the Statement of Interest in N.P. et al. v. the State of Georgia et al., which called for due process rights of juvenile defendants and specialized training for juvenile defenders in a public defense system. The Section also conducts investigations in juvenile facilities and juvenile courts across the country, such as last year’s investigation in St. Louis.
County Family Court, which found specific due process and equal protection violations in the St. Louis Family Court.

For more details and information on how to apply, please visit https://www.usajobs.gov/GetJob/PrintPreview/426102700

**Posted: 01/19/16. Job Listing #016.**

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**Tower Legal Solutions – (recent graduates/alumni)**
Charlotte, NC

TOWER LEGAL SOLUTIONS is staffing PROJECT PEACHES, a document review project in Charlotte, NC.

PROJECT PEACHES will ramp up Wednesday, January 20, 2016 in Charlotte, NC. This client-matter will only accept licensed attorneys who are admitted to practice law in a U.S. jurisdiction.

DETAILS:
The pay rate is $23.00/hour.
The project duration is expected to last till March 2016.
A schedule of 40 hours per week (minimum & maximum) is required (Monday through Friday).
Attorneys may not work on any other legal matters for the full duration of the project.

QUALIFICATIONS:
- Bar membership in a U.S. jurisdiction (active and in good standing);
- 6 months Relativity Experience, preferred but not required;
- 6 months document review Experience, preferred but not required;

HOW TO APPLY:
Please email a current resume (in MS Word format) to NCproject@towerls.com if you available and interested, noting your qualifications in your response. Include “Project Peaches” in subject line.

**We do not pay for travel expenses and no remote work**

**Posted: 01/15/16. Job Listing #015.**

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**Collins & Lacy, PC – (alumni)**
Columbia, SC

Collins & Lacy’s Construction Practice Team is seeking an associate in the firm’s Columbia office. The successful applicant will be admitted to practice in all courts of this state and possess at least 1-3 years of litigation-related experience. Experience in a defense-based practice and a
judicial clerkship are preferred qualifications. The attorney must have a demonstrated track record of accomplishment, an attention to detail, a client and team-first attitude, and an enduring relationship to the Midlands. Please send letters of interest, resume, and references to Christian Stegmaier, Hiring Partner, at cstegmaier@collinsandlacy.com. Collins & Lacy, PC is an equal opportunity employer.

Posted: 01/15/16. Job Listing #014.

Bissell Companies – (alumni)
13860 Ballantyne Corporate Place Suite 300
Charlotte, NC 28277
Attention: Jessica Lewis
Title: Recruiting Manager
Email: jlewis@bissellcompanies.com
Website: www.bissellcompanies.com
Type of Organization: Medium Firm
Phone calls? No

Position description:
This document is intended to describe the primary responsibilities and duties for a Landlord Representative position with Bissell. The Landlord Representative’s (Leasing Agent) overall objectives are to:

- Always perform at a Top 5% level.
- Provide a full-time single-minded focus on our properties.
- Initiate and foster close relationships within the tenant representative community.
- Engage and collaborate with ownership to obtain, and publish where and when appropriate, offering terms associated with Bissell properties.
- Place great emphasis on renewing existing tenants.
- Maintain a system to track other’s right to space such as rights of first refusal, expansion rights etc., so that there are no errors.
- Maintain a system to track lender lease approval requirements and a system to insure we comply and have no errors.
- Prepare and maintain marketing presentations that are current as to technology, maximizes our graphic support team capabilities and is best in class within the marketplace. Personalize such presentations to the maximum extent reasonably possible.
- Engage Marketing and Communications team to insure we are maximizing opportunities to promote new product, leasing activities, BCP improvements, etc.
- Collaborate with other team members to maximize in office coverage of properties (e.g., coordinate vacations, out of office professional development, etc.).
- Identify and actively participate in opportunities to promote other Bissell services.
- Be timely, accurate and thorough in reporting and communication responsibilities to all other Bissell departments and divisions.
- Read all leases and insure execution copies are complete in all respects including exhibits.
• Prepare complete, timely and accurate internal lease routing and associated internal documents.
• Effectively utilize support staff and be engaged and responsive to insure we have excellent people in support roles. Supervise them fairly while motivating them to perform at top 5% levels.
• Be knowledgeable about standard lease terms for our product type and make recommendations to ownership on changes to our standard terms that benefit ownership.
• Conform to and abide by all laws, rules and regulations and codes of ethics applicable to the real estate profession and to being a part of Bissell.
• Be actively involved in the community as a good citizen and active in various professional and community organizations.
• Maintain in good standing a NC real estate license and membership in the Charlotte Region Commercial Board of Realtors.
• Do not participate in any real estate venture as an active or passive investor or in exchange for services rendered unless approved by BCOS prior to such participation.
• Initiate the preparation and presentation of the Quarterly Leasing Meeting (Exhibit A)
• Initiate the timely preparation and presentation of the various items set forth in the Leasing Metrics Reporting document (Exhibit B)

To apply: Email Resume, Cover Letter, Writing Sample


Veterans’ Career Fair – (alumni)

Last year was the launch of the nation’s first Veterans' Legal Career Fair. The event was a tremendous success, with the participation of 45 employers including AmLaw 100 firms, in-house legal departments and government agencies. The inaugural event attracted more than 150 experienced attorneys from around the world, and the candidate pool was comprised of attorneys with military service before beginning their legal careers, military spouses, and active duty JAG officers planning for their transition to the private sector.

Based on the interest last year and the continuing need to support our nation’s veterans, we are holding the event once again this year on April 29-30, 2016 in Washington, D.C. This is the only career fair that is held specifically for experienced lawyers who have served in the U.S. military and those who are transitioning out of military service, as well as lawyers who are military spouses.

Orrick is honored to partner with The American Legion; corporate founding sponsors Microsoft Corporation, Morgan Stanley and ALM Media; and private practice sponsors Shearman & Sterling and the D.C. Diverse Partners Network to create this event. As you may know, Orrick is no stranger to developing innovative hiring programs - in 2005, Orrick founded the Bay Area Diversity Career Fair for diverse law students, a successful program with a ten year history. We
are excited to leverage our experience to produce a distinctive event geared toward experienced attorneys who have served our nation in the Armed Forces in any capacity.

**Posted: 01/13/16. Job Listing #012.**

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**Merritt, Webb, Wilson & Caruso, PLLC – (alumni)**
8910 Two Notch Road, Suite 400
Columbia, South Carolina 29224
Attention: Heather Caruso, Managing Attorney
Email: hcaruso@merrittwebb.com

**Position description:**
Columbia law firm focused on excellent client service is seeking attorney with 2 years of experience to serve large and diverse individual and corporate client base. Applicant should have practical knowledge of the law and have the ability to work in a fast-paced environment.
SC Bar license required.

To apply: Email resume, cover letter, and 3 references.

**Posted: 01/13/16. Job Listing #010.**

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**Barnwell Whaley – (alumni)**
P.O. Drawer H
Charleston, SC 29402
Attention: Judith Carberry
Title: Firm Administrator
Email: bwph@barnwell-whaley.com
Website: [http://barnwell-whaley.com/about/careers/](http://barnwell-whaley.com/about/careers/)
Type of Organization: Medium Firm

**Patent Attorney**
Position description:

The successful candidate will be registered to practice before the United States Patent and Trademark Office and have sufficient experience to prepare and successfully prosecute a US Patent Application to issue with minimal supervision in a broad range of technologies. Candidates should have at least $150,000 per annum portable business. Trademark prosecution experience is a plus. Attorneys with substantial portable business will be considered for special counsel or member status.

CONFIDENTIAL Inquiries, resumes, and cover letters may be emailed or mailed to firm administrator Judith Carberry. No phone calls, please.

**Posted: 01/08/16. Job Listing #008.**
Spann Wilder Law, LLC – (alumni)
PO BOX 70488
CHARLESTON, SC 29415
Attention: Cheryl Leone, Administrator
Fax: (919) 882-9548
Email: cheryl@catalystgroupinc.com
Type of Organization: Small Firm
Phone calls? No

**Deadline date to apply: Will fill when right candidate emerges**
Position start date: Immediate Opening

Position description:
Small Charleston based personal injury firm seeking an energetic, self-motivated and compassionate attorney with at least 2 years experience in personal injury work on either side of the aisle (Workers' Compensation experience is a plus!)

Must have:
*Graduated from an ABA accredited law school *Rule 403 requirements completed *Great organizational ability & time management skills *Strong computer skills *Strong Legal Research skill *Excellent oral and written communication skills *Pay commensurate with experience and level of production

Response Method: Fax or Email
Materials Requested: Resume, Cover Letter, and 2 References

Responses via fax and email only - no calls or direct mail.

**Posted: 01/06/16. Job Listing #004.**

Womble Carlyle Sandridge & Rice, LLP – (alumni)
5 Exchange Street
Charleston, South Carolina 29401
Attention: Billie Oliver, Recruiting Scheduler
Email: lateralrecruiting@wcsr.com
Website: www.wcsr.com
Type of Organization: Medium Firm
Phone calls? No

**Deadline date to apply: March 29, 2016**
Position start date: ASAP

Position description:
Mass Torts Staff Attorney (Req #1477)

Womble Carlyle Sandridge & Rice, LLP seeks a highly qualified staff attorney to join its Mass Torts Practice Group in the Firm’s Charleston office.

Candidates must have one year or more of law firm experience. Experience is preferred in the following areas of complex litigation: construction, employment, and personal injury. Judicial clerkship experience is preferred. Excellent interpersonal skills, strong writing skills, and solid academic credentials are required. Candidate must be licensed in South Carolina.

Womble Carlyle is committed to leadership in attracting, developing, and retaining a diverse workforce of highly talented professionals. EOE. No search firms.

To apply, visit the recruiting page on www.wcsr.com. Please attach your resume, transcript, and cover letter on the application screen.

Posted: 01/06/16. Job Listing #002.

Womble Carlyle Sandridge & Rice, LLP – (alumni)
5 Exchange Street
Charleston, South Carolina 29401
Attention: Billie Oliver, Recruiting Scheduler
Email: lateralrecruiting@wcsr.com
Website: www.wcsr.com
Type of Organization: Medium Firm
Phone calls? No

Deadline date to apply: March 29, 2016
Position start date: ASAP

Position description:
Mass Torts Project Attorney (Req #1478)

Womble Carlyle Sandridge & Rice, LLP seeks a highly qualified project attorney to join its Mass Torts Practice Group in the Firm’s Charleston office.

Candidates must have one year or more of law firm experience. Experience is preferred in the following areas of complex litigation: construction, employment, and personal injury. Judicial clerkship experience is preferred. Excellent interpersonal skills, strong writing skills, and solid academic credentials are required. Candidate must be licensed in South Carolina.

This part-time opportunity will be approximately 15-25 hours a week. Flexible work arrangements are available.
Womble Carlyle is committed to leadership in attracting, developing, and retaining a diverse workforce of highly talented professionals. EOE. No search firms.

To apply, visit the recruiting page on www.wcsr.com. Please attach your resume, transcript, and cover letter on the application screen.

**Posted: 01/06/16. Job Listing #001.**

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**Rogers Townsend, PC – (alumni)**
Columbia, SC

**Associate Attorney Position**

For all information, please go to: [http://www.indeed.com/viewjob?jk=5f8d015cb7496b56&q=attorney&l=lexington,+SC&tk=1a5m99kse1ppvb62&from=ja&alid=06b3a7ac64771446&utm_source=jobseeker_emails&utm_medium=email&utm_campaign=job_alerts](http://www.indeed.com/viewjob?jk=5f8d015cb7496b56&q=attorney&l=lexington,+SC&tk=1a5m99kse1ppvb62&from=ja&alid=06b3a7ac64771446&utm_source=jobseeker_emails&utm_medium=email&utm_campaign=job_alerts)

**Posted: 12/09/15. Job Listing #260.**

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**Carolina Legal Associates – (recent graduates/alumni)**
1330 Lady Street Suite 503
Columbia, SC 29201
Website: carolinalegalassoc.com
Email: attorneys@carolinalegalassoc.com

Position start date ASAP

**Associate Attorney (Asbestos Litigation):**

Regional law firm has an immediate opening in their Charleston office for a South Carolina licensed attorney with asbestos litigation experience. Ideal candidates would have a minimum of 2-3 years’ experience. All inquiries will be held in strict confidence. Excellent opportunity to grow with an established firm! Excellent salary and benefit package! Qualified candidates can submit current resume along with three (3) professional references to Attorneys@CarolinaLegalAssoc.com. Please reference Asbestos Attorney in the subject line.

**Posted: 11/30/15. Job Listing #256.**

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**Carolina Legal Associates – (recent graduates/alumni)**
1330 Lady Street Suite 503
Columbia, SC 29201
Website: carolinalegalassoc.com
Contract Attorney (Document Review):

Immediate opportunities available in Columbia and Charleston, SC for both experienced attorneys and recent law school graduates! Attorneys needed to work on document review projects. Both short and long term projects available with flexible hours and opportunity for bonuses. Prior document review experience helpful, but not required. Resumes will be held in strict confidence and should be forwarded along with three (3) professional references to msilver@carolinalegalassoc.com or tkelley@carolinalegalassoc.com for consideration. For additional information, please contact our office @ (803) 799-8835.

Posted: 11/30/15. Job Listing #255.

CAROLINA LEGAL ASSOCIATES – (alumni)
1330 Lady Street, Suite 503
Columbia, SC 29201
Attention: Marsha Silver, President

Carolina Legal Associates has an immediate need for contract attorneys to assist with a document review project starting within the next two weeks for a well-known, national law firm in Columbia, SC. Contract attorneys should expect to work 40 hours a week in a fast-paced, deadline-driven work environment.

Qualifications:
• Candidates must be licensed and in good standing in at least one state
• Recent JD grads waiting to take a Bar exam or on Bar exam results will also be considered
• Candidates should be well organized and detail-oriented
• Must be willing to commute to Columbia for the duration of the project

Responsibilities:
• Review and code documents for relevance and privilege.
• Identify useful information in the reviewed documents and communicate that information to project managers.

Preferred Skills:
• Previous E-discovery experience
• Knowledge of Relativity software

All resumes will be held in strict confidence and should be sent to attorneys@carolinalegalassoc.com.
Please submit your resume now for immediate consideration!

**Posted: 11/06/15. Job Listing #237.**

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**CAROLINA LEGAL ASSOCIATES – (alumni)**
1330 Lady Street, Suite 503
Columbia, SC  29201
Attention: Marsha Silver, President

We are currently seeking contract attorneys fluent in Spanish for large, ongoing document review projects in Charleston, SC. Qualified candidates must:
- Be admitted and in good standing, in any state
- Have the ability to multi-task efficiently and effectively
- Have excellent communication and interpersonal skills
- Be fluent in Spanish

All resumes will be held in strict confidence and should be sent to attorneys@carolinalegalassoc.com

**Posted: 10/15/15. Job Listing #228.**

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**PERMANENT POSTINGS**

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**State of New York Unified Court System – (alumni)**
NY

For all postings and information go to: [http://www.courts.state.ny.us/careers/statewide](http://www.courts.state.ny.us/careers/statewide)

**Permanent Posting**

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**Veteran Employment Opportunities**

Veterans may access future job opportunities on our VA *for Vets* website; from the right side of the homepage, scroll to the end under the header -- Featured Jobs: [http://vaforvets.va.gov/](http://vaforvets.va.gov/)

**Permanent Posting**

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**Carolina Legal Associates – (recent graduates/alumni)**
Carolina Legal Associates specializes in the placement of attorneys for private law firms, corporate legal departments, and governmental entities on a permanent or contractual basis. We can offer you increased exposure in areas in the legal profession that you may not have considered or did not previously have an opportunity. After evaluating your qualifications and needs, we can assess the best positions for you based on your experience and interest. There is never a fee to you to work with Carolina Legal Associates. For more information and additional job opportunities, please visit our website www.carolinalegalassoc.com or contact our office at (803) 799-8835.

Contract Attorneys (Document Review)
Carolina Legal Associates is actively seeking licensed attorneys and recent law school graduates to work on ongoing and upcoming document review projects. Short and long term projects are available in Charleston and Columbia, SC. These projects are fulltime with flexible hours to include possible weekend hours and opportunities for bonuses. Previous document review and Relativity experience is helpful, but not required. Resumes will be held in strict confidence and should be forwarded along with three (3) professional references to msilver@carolinalegalassoc.com, tkelley@carolinalegalassoc.com or knewton@carolinalegalassoc.com for immediate consideration.

Permanent Posting

United States Department of Justice – (alumni)
Washington, D.C.

To learn more about Justice and our legal careers, please visit our website: www.justice.gov/careers/legal. We encourage all interested applicants to apply; however, please note that due to temporary funding restrictions we may not be able to fill all of the currently advertised positions.

Permanent Posting

City of Chicago Department of Law – (recent graduates/alumni)
Chicago, IL

PLEASE GO TO www.cityofchicago.org/careers FOR A COMPLETE LISTING OF JOB ANNOUNCEMENTS AND INFORMATION.

****No email applications will be accepted****

Permanent Posting
LinkedIn (Search for Jobs)
www.linkedin.com
LinkedIn has a Jobs section and people seeking jobs are encouraged to join. A PROFESSIONAL picture is needed. Please contact the Career Services Office if you have any questions.

Permanent Posting

American Civil Liberties Union Foundation
Various Locations

Please go to http://www.aclu.org/careers to view all open positions, including Staff Attorney – Racial Justice Program, NY and Legislative Counsel/Lobbyist in Washington Legislative Office, Washington, D.C.

Permanent Posting

University of South Carolina – (recent graduates/alumni)
Columbia, SC

If you are interested in applying for University of South Carolina jobs please go to https://uscjobs.sc.edu/applicants/jsp/shared/frameset/Frameset.jsp?time=1373390131001

Permanent Posting

WEBSITE INFORMATION

Federal Bureau of Investigation

Job postings for this agency are continually listed at www.fbijobs.gov Please visit website for information.

IRS Office of Chief Counsel – (recent graduate/alumni)

USAJOBS link for the tax attorney positions:

Millennium Challenge Corporation (MCC)

The MCC is a U.S. Government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected developing counties that demonstrate a commitment to just and democratic governance, economic freedom, and investments in their citizenry. Website: [www.mcc.gov](http://www.mcc.gov) Job postings for this agency are listed at [www.avuedigitalservices.com](http://www.avuedigitalservices.com). Please visit website for information.

South Carolina Government Jobs – (recent graduates/alumni)

To view the full job posting for any opening at State of South Carolina, click here:

[http://agency.governmentjobs.com/sc/default.cfm](http://agency.governmentjobs.com/sc/default.cfm)

Click on a job title to view the complete job posting of any position listed. After you have reviewed the job posting, you can apply for the position by clicking on the "Apply" button and completing the online application.

USDOJ – (alumni)

Various Locations

Attorney Vacancies at the U.S. Department of Justice

There are current attorney vacancies at the United States Department of Justice. We encourage all interested applicants to apply; however, please note that due to temporary funding restrictions we may not be able to fill all of the currently advertised positions.

To learn more about Justice and our legal careers, please visit our website: [www.justice.gov/careers/legal/](http://www.justice.gov/careers/legal/).

BarBri Bar Review

[http://www.barbri.com](http://www.barbri.com)

Department of Justice

[http://www.usdoj.gov](http://www.usdoj.gov)

Directories/Job Boards

[http://www.airsdirectory.com](http://www.airsdirectory.com)

Earthjustice Legal Defense Fund
http://www.earthjustice.org

Equal Employment
http://www.eeoc.gov

Federal Communications Commission
http://www.fcc.gov/jobs

Find a Firm Profile
http://www.lawperiscope.com

Florida State Jobs
https://peoplefirst.myflorida.com

Glassdoor
https://www.glassdoor.com/index.htm

Institute for Justice
http://ij.org

Landmen
www.landmen.net

Martindale-Hubbel Law Directory
http://www.martindale.com

National Labor Relations Board
http://www.NLRB.gov

North Carolina Conference of District Attorneys
http://www.ncdistrictattorney.org/jobopportunities.html

Richland County Bar Association
http://www.richbar.org

Political and Legislative News
www.rollcall.com

South Carolina Bar
http://www.scbar.org

The Law Clerk Hiring Plan
http://www.cadc.uscourts.gov

Top Nonprofits
www.topnonprofits.com
U.S. Patent & Trademark Office
https://oedci.uspto.gov/OEDCI/

United States Court of Appeals for the Ninth Circuit

United States Bankruptcy Court - District of South Carolina
http://www.scb.uscourts.gov

END OF ALUMNI JOB OPPORTUNITIES BULLETIN