

**DIRECT STUDENT CONTACT**  
**2017- 2018**  
*Employer Listings by Deadline*

Direct Student Contact is a recruiting option where employers request interested students to apply for positions directly with the organization. Students interested in applying for any of the jobs listed below should submit their cover letter, resume and any required documents directly to the employer. Do not submit your application materials to the CSO. Although there is a deadline date listed for each employer, many employers interview candidates and make offers before these deadlines. Therefore, you are encouraged to apply as soon as possible.

DEADLINE DATE	EMPLOYER NAME & LOCATION	WOULD LIKE TO RECEIVE MATERIALS FROM:		
		3L	2L	1L
December 31, 2017	<p><b>Ms. Julie Aguilar Rogado</b>  <b>Deputy Director</b>  <b>Legal Services of Northern California</b>  <b>517 12<sup>th</sup> Street</b>  <b>Sacramento, CA 95814</b></p> <p>--Legal Services of Northern California (LSNC) is the legal aid provider for 23 counties in Northern California. Operating from eight field offices, LSNC employs more than 150 staff members, about a half of whom are attorneys. Advocating for low-income individuals and families in the areas of housing, public benefits, employment and health care since 1956, LSNC advocates have been honored at the local, state and national level for their significant contributions to public interest law. LSNC's mission is to "provide quality legal services to empower the poor and to identify and defeat the causes and effects of poverty within their community, by efficiently utilizing all available resources."</p> <p>--LSNC attorneys are active in their local legal communities, on state bar committees and in state and national advocate organizations, sharing innovative advocacy tools and providing leadership in the California legal aid community.</p> <p>--In the fall, LSNC begins its recruitment process for third-year law students preparing to take the California Bar Examination the following summer and legal graduates participating in a judicial clerkship or public interest fellowship program. Depending upon staffing needs, LSNC may hire for any of its field offices or special projects, including its Auburn, Chico, Eureka, Redding, Sacramento, Vallejo, Woodland and Ukiah offices, through this process.</p> <p>--LSNC accepts applications beginning in August and continuing through December, conducting initial interviews at various public interest career events and in-house between October and mid-February. Second interviews are granted to some candidates and offers are generally extended beginning in April and through the summer as positions open. Since candidates are considered on a rolling basis, the process may not conclude until after the Bar Examination</p> <p>--Applicants should submit via U.S. Mail a cover letter, resumé, writing sample, transcript and three references by December 31, 2017 to: Julie Aguilar Rogado, Deputy Director Legal Services of Northern California 517 12th Street Sacramento, CA 95814</p> <p>--LEGAL SERVICES OF NORTHERN CALIFORNIA (LSNC) IS AN EQUAL EMPLOYMENT OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER AND ENCOURAGES WOMEN, PEOPLE OF COLOR, PEOPLE WITH DISABILITIES, OLDER PEOPLE AND LESBIAN, GAY, BISEXUAL AND TRANSGENDER PEOPLE TO APPLY.</p> <p>--A bilingual bonus is provided for staff members who speak English and a second language commonly spoken by LSNC clients, when that second language is used in the job for which the person is employed.</p>	X		

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January 21, 2018	<p><b>The Legal Aid Society of Cleveland</b>  <b>1223 West Sixth Street</b>  <b>Cleveland, Ohio 44113</b></p> <p><b>--2018 Summer Associate Program</b></p> <p>The Legal Aid Society of Cleveland (Legal Aid) is looking for 10 to 12 dedicated, hard-working, and publicinterest minded students to work in Legal Aid's four Northeast Ohio offices for our 2018 summer associate program. Legal Aid summer associates commit to working at least 11 weeks. Legal Aid is a non-profit law firm focused on the areas of consumer rights, disability, domestic violence, education, employment, family law, foreclosure, health, housing, immigration, public benefits, and tax.</p> <p>Summer associates will be assigned to work in one practice area and will receive the opportunity to learn how to be excellent poverty law attorneys. Generally, summer associates will interview clients, draft court pleadings, research relevant legal issues, attend and assist with court hearings and trials, and gather and analyze evidence. They will observe oral arguments in a variety of courts, meeting afterward with the judges involved. Legal Aid also has a particular focus on community education, outreach and advocacy for specific vulnerable populations. In addition to their substantive work, summer associates may be assigned to do legal work with one of these groups.</p> <p>Student Qualifications: Legal Aid summer associate applicants should have completed their first or second year of law school prior to the summer of 2018. Special consideration is given to students with a demonstrated commitment to serving disadvantaged people and communities. If your resume does not reflect a commitment to public service due to personal financial constraints, please provide an explanation in your cover letter. Law students who speak Spanish and other languages are strongly encouraged to apply.</p> <p>Funding: Due to limited financial resources, Legal Aid is unable to pay summer associates. However, traditionally summer associates are able to find outside funding, and applicants are encouraged to apply for summer funding through the following sources:</p> <ul style="list-style-type: none"> <li>• Summer grants/fellowships through your law school.</li> <li>• Equal Justice Works, Summer Corps Program: Awards \$1,250 educational grants which can be applied to educational debt or future education costs. These are awarded on a first come, first served basis so be sure to apply the minute the application is available on line at <a href="http://www.equaljusticeworks.org">www.equaljusticeworks.org</a>.</li> <li>• Equal Justice America: Visit <a href="http://www.equaljusticeamerica.org">www.equaljusticeamerica.org</a> for 2018 award information and application details.</li> <li>• Work Study Funding: Some universities offer work study funding for summer positions. Please check with your law school's financial aid office for particulars at your school.</li> </ul> <p>These are just a few of the many funding possibilities. For more funding opportunities, visit the "Funding Sources" page under "Resource Central" at <a href="http://www.psjd.org">www.psjd.org</a>. Please indicate in your cover letter what funding sources you will be applying for, if any.</p> <p>Course Credit/Externship Credit: Legal Aid often supervises students seeking externship or other credit. Please indicate in your cover letter if you are working with a law school to receive course credit for this position.</p>		X	X

DEADLINE DATE	EMPLOYER NAME & LOCATION	WOULD LIKE TO RECEIVE MATERIALS FROM:		
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January 21, 2018	<p><b>The Legal Aid Society of Cleveland 2018 Summer Associate Program (continued)</b></p> <p>--Application Procedure: Qualifying students should forward a cover letter listing their top two (2) location preferences, a resume, a writing sample, and a list of three (3) references to Jennifer Teeter, Executive Assistant at <a href="mailto:volunteers@lasclev.org">volunteers@lasclev.org</a> listing "Summer Associate 2018" in the subject line of the email. Please see page four of this job posting for a listing of office locations. Application materials must be submitted by Sunday, January 21, 2018. Applications will only be accepted via e-mail. You will receive a confirmation email that your application materials have been received shortly after we receive your application.</p> <p>--LEGAL AID LOCATIONS 2018 Legal Aid has the following office locations: Cleveland 1223 West Sixth Street Cleveland, OH 44113 Elyria 1530 West River Road North, Suite 301 Elyria, OH 44035 Jefferson 121 East Walnut St. Jefferson, OH 44047 Painesville 8 North State St., Suite 300 Painesville, OH 44077</p> <p><b>Please list your top two (2) location preferences in your cover letter.</b></p> <p>Legal Aid is an Equal Opportunity Employer and does not discriminate because of age, race, sex, religion, national origin, marital status, sexual orientation, or mental or physical disability. Important Dates: January 21, 2018 Application Deadline January 31 – February 13, 2018 Interviews* February 20 – 23, 2018 Offers Extended** March 2018 2018 Summer Associates Announced May 21, 2018 Orientation/Start of 2018 Summer Associate Program</p> <p>*Telephone interviews will be conducted with applicants who are not able to participate in person.</p> <p>**If offered a position, you must accept/decline within 72 hours.</p> <p>About Us: Legal Aid's mission is to secure justice and resolve fundamental problems for those who are low income and vulnerable by providing high quality legal services and working for systemic solutions. Founded in 1905, Legal Aid is the fifth oldest legal aid organization in the United States. Legal Aid's 74 staff members, which include 43 staff attorneys, and over 2,000 volunteer lawyers ensure access to justice for low income people. For more information please visit <a href="http://www.lasclev.org">www.lasclev.org</a>.</p> <p>Why Northeast Ohio: Northeast Ohio has a rich history of diverse cultures. It is home to the nationally renowned Cleveland Orchestra, the Cleveland Museum of Art, the Rock &amp; Roll Hall of Fame, the Cleveland Browns, Indians, and Cavaliers, an award-winning Metroparks system, vineyards, Lake Erie, and many other arts, recreation, and cultural attractions. Northeast Ohio also has a low cost of living. For more information on living and working in Northeast Ohio please visit <a href="http://www.clevelandplus.com">www.clevelandplus.com</a> and <a href="http://www.downtowncleveland.com">www.downtowncleveland.com</a>. For information on housing please go to <a href="http://www.csuohio.edu/reslife">www.csuohio.edu/reslife</a>.</p>		X	X

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January 21, 2018	<p><b>The Legal Aid Society of Cleveland 2018 Summer Associate Program (continued)</b></p> <p>Our Work:  The Community Engagement Practice Group works to develop and maintain relationships with low income communities in order to inform our work and seeks to ensure that Legal Aid identifies and responds to emerging issues, unmet client legal needs, and barriers for vulnerable populations. Law students spend significant time on legal education materials, outreach activities, advocacy projects, research and writing and only limited time on individual cases.  The Consumer Practice Group promotes the economic stability of low-income consumers who have been victimized by fraudulent or abusive business practices by defending homeowners in foreclosures and representing clients in high cost loans, deceptive business practices, bankruptcy, and utilities.  The Family Practice Group assists clients, families and children who are experiencing safety and financial problems impacting their daily stability by providing representation in matters such as divorce, civil protection orders, custody, and child support cases.  The HEWII (Health, Education, Work, Income and Immigration) Practice Group focuses on improving the economic stability of low-income clients.  Health: This work focuses on expanding healthcare to low-income individuals and families.  - Community Advocacy Program: A partnership with MetroHealth that seeks to improve health outcomes for children, immigrants, seniors and formerly incarcerated people.</p> <p>Education: This group focuses on special education and access issues, including homelessness.  Work: Legal Aid's employment practice focuses on workplace abuses suffered by low-wage workers in Northeast Ohio through education, outreach and direct representation.  - Tax: The Low Income Taxpayer Clinic (LITC) represents individuals in federal income tax collections and does other tax-related advocacy, including identity theft in tax preparation.  - Unemployment Compensation: The employment practice includes direct representation in unemployment hearings and systemic issues affecting unemployment claimants.  Income (Public Benefits): The group assists clients in accessing public benefits needed to maintain the safety net and become self-sufficient, with particular focus on persons with disabilities.  Immigration: Legal Aid's immigration practice promotes lawful residence and basic human rights protection to detainees and individuals who are vulnerable and at risk of removal.  The Housing Practice Group seeks to preserve and increase the supply of decent, affordable housing for low income persons, to secure and retain rental subsidies, and to expand reasonable policies and practices in the subsidized housing programs.  The Volunteer Lawyers Program and Intake Group handles applications for persons seeking legal aid and provides support for the volunteer attorneys who assist Legal Aid in providing legal assistance throughout our service area.</p>		X	X

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<p>Spokane Office January 28, 2018</p> <p>All other offices February 12, 2018</p>	<p><b>Attorney General's Office of Washington</b>  <b>Letrice Tobin</b>  <b>Human Resources Consultant</b>  <b>Washington State Attorney General's Office</b>  <b>800 5th Avenue, Suite 2000</b>  <b>Seattle, WA 98104</b></p> <p>--2018 Spring Law Clerk Recruitment Program  --The Washington State Attorney General's Office is not able to offer paid law clerk positions at this time. Nevertheless, we have found that law students benefit greatly from a law clerking experience with the AGO by fulfilling public service requirements and gaining valuable first-hand legal training that complements and enhances one's academic career. We are currently accepting applications from all first and second-year law students, as well as LL.M. students. Those who wish to receive academic credit for any summer law clerk experience must also apply through this spring recruitment program.</p> <p><b>--Required Application Materials/Deadline:</b>  Please note that there are two programs, one for the Spokane office only and one for all other offices. Students interested in participating in either of these programs must apply to the "<a href="#">2018 Spring Law Clerk Recruitment Program – Spokane Office</a>" by <b>January 28, 2018</b> and/or the "<a href="#">2018 Spring Law Clerk Recruitment Program – All Offices</a>" posting by <b>February 12, 2018</b> and submit a profile. In addition to fully completing a profile and responding to all supplemental questions, you must upload a cover letter, resume, law school transcript (official or unofficial) and one letter of recommendation/reference. Incomplete or late applications will not be considered.  Second-year and LL.M. students are required to submit one letter of recommendation. The letter of recommendation is the only document that will be accepted separately. The letter of recommendation can be submitted by the recommender directly to the recruitment office by e-mail (<a href="mailto:Letrice.Tobin@atg.wa.gov">Letrice.Tobin@atg.wa.gov</a>), mail (800 5th Avenue, Suite 2000, Seattle, WA 98104) or fax (<a href="tel:206-389-2058">206-389-2058</a>). First-year law students must submit a list of three references.</p> <p><b>--Duties:</b>  Although each law clerk's experience is unique, the following duties are typical of an AGO law clerk:</p> <ul style="list-style-type: none"> <li>Researching and writing memoranda, pleadings, and correspondence;</li> <li>Assistant in preparation for litigation, i.e., depositions, witness interviews, and discovery;</li> <li>Drafting client advice memos and attending meetings where that advice is then presented to the client; and</li> <li>Opportunity to observe attorneys in court, particularly for those cases for which the law clerk provided assistance. Rule 9 law clerks may be allowed to present in court.</li> </ul> <p><b>--Recruitment Process:</b>  Please refer to our Annual Report, which can be found at <a href="http://www.atg.wa.gov">www.atg.wa.gov</a>, for more information on specific divisions as well as FAQ's. The divisions will determine who to interview and will directly contact students to set up interviews. It is expected that divisions will make their final decisions in February for the Spokane office and early March for all other offices. Applications of those not selected for an interview or are not selected by a division with whom they have interviewed, will be retained should additional opportunities arise.</p>		X	X

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January 31, 2018	<p><b>Ms. Reshma Korula, Human Resources Assistant</b>  <b>McAndrews, Held &amp; Malloy, Ltd.</b>  <b>500 West Madison Street, Suite 3400</b>  <b>Chicago, IL 60661</b></p> <p><a href="http://www.mcandrews-ip.com">-www.mcandrews-ip.com</a>  --2018 summer law clerk  --intellectual property firm  --require engineering or a “hard sciences” background  --submit resume, cover letter, writing sample, unofficial undergrad/graduate transcripts and law school transcripts after receiving first semester grades and references online at <a href="http://mcandrews-ip.com">mcandrews-ip.com</a></p>			X

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Rolling Basis until Positions are filled Please Apply Early	<p><b>Kelly A. Sawyer, Lieutenant Commander</b>  <b>U.S. Coast Guard</b>  <b>Office of Legal Policy &amp; Program Development</b></p> <p>--<b>UNITED STATES COAST GUARD Legal Internship/ Externship Program</b></p> <p><b>Job Description:</b> These positions are unpaid, and may be performed for academic credit if supported by your law school. Interns will be involved with substantive legal work and will be supervised by a practicing attorney. With the exception of those working at CG Headquarters, interns will work in several Coast Guard practice areas (listed on the reverse of this sheet) and are accepted year-round. Headquarters interns will work in one practice area and positions are only available in the summer. If applying to work at CGHQ, please specify your first, second, and third choice of practice area. Paid internships are occasionally available. Please look for those vacancies at <a href="http://www.usajobs.gov">www.usajobs.gov</a>. If you would like to be considered for both paid and unpaid positions, you must apply for both separately.</p> <p><b>Number of Positions:</b> The number of positions varies according to each office. In most cases, multiple positions are available.</p> <p><b>To Apply:</b> Please apply directly to the legal office where you are interested in working (email addresses below). Send resume, cover letter, an unofficial transcript and a writing sample to the contact listed. If applying to work at Coast Guard Headquarters, please specify your first, second, and third choice of practice area.</p> <p><b>Deadlines:</b> Applications are accepted on a rolling basis until positions are filled; please apply early.</p> <p><b>OFFICE CONTACT</b>  Washington DC LCDR Kelly Sawyer: <a href="mailto:CoastGuardDCL@uscg.mil">CoastGuardDCL@uscg.mil</a>  Boston, MA LT Jon LaVallee: <a href="mailto:Jon.D.Lavallee@uscg.mil">Jon.D.Lavallee@uscg.mil</a>  New London, CT LT Abigail Lafond: <a href="mailto:Abigail.S.Lafond@uscg.mil">Abigail.S.Lafond@uscg.mil</a>  Miami, FL LCDR Francis Johnson-Gillion: <a href="mailto:Frances.Johnson-Gillion@uscg.mil">Frances.Johnson-Gillion@uscg.mil</a>  New Orleans, LA LT Michael Crow: <a href="mailto:Michael.D.Crowe@uscg.mil">Michael.D.Crowe@uscg.mil</a>  Cleveland, OH LT Michael Walker: <a href="mailto:Michael.O.Walker@uscg.mil">Michael.O.Walker@uscg.mil</a>  Alameda, CA LCDR Demetrius Cheeks: <a href="mailto:Demetrius.T.Cheeks@uscg.mil">Demetrius.T.Cheeks@uscg.mil</a>  Norfolk, VA LCDR Russell Booker: <a href="mailto:Russell.E.Booker@uscg.mil">Russell.E.Booker@uscg.mil</a>  Honolulu, HI LT Amy Sung: <a href="mailto:Amy.K.Sung@uscg.mil">Amy.K.Sung@uscg.mil</a>  Seattle, WA LT Jonathan Perry: <a href="mailto:Jonathan.C.Perry@uscg.mil">Jonathan.C.Perry@uscg.mil</a>  Juneau, AK LCDR Graham Lanz: <a href="mailto:Graham.Lanz@uscg.mil">Graham.Lanz@uscg.mil</a></p> <p>Justice (DOJ), in environmental enforcement actions against the Coast Guard, environmental citizen suits, and challenges to Coast Guard activities brought under</p> <p><b>Member Advocacy</b>  Coast Guard attorneys are responsible for providing various legal services directly to Coast Guard members and eligible beneficiaries. These services include providing: advice and representation to victims of sexual assaults perpetrated by members of the Coast Guard; advice and representation to members facing separation from the Coast Guard due to physical disabilities; advice and representation to members facing punishment under the Uniform Code of Military Justice or adverse administrative proceedings generated by the Coast Guard; and legal assistance to members and eligible dependents relating to personal civil matters. CG-LMA is divided into three distinct entities: the Member Advocacy Division, the Defense Services Division and Legal Assistance.</p> <p><b>Want More Information About Our Full Time Positions?</b>  To find out how to become a Coast Guard Judge Advocate through the Direct Commission Lawyer (DCL) program, go to <a href="http://www.gocoastguard.com">www.gocoastguard.com</a> for application information and <a href="http://www.uscg.mil/legal/recruit/DCL_FAQ.asp">http://www.uscg.mil/legal/recruit/DCL_FAQ.asp</a> for legal program specific information. You can also dial 1-877-NOW-USCG for a local Coast Guard Recruiter.</p>	X	X	X

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Rolling Basis until Positions are filled Please Apply Early	<p><b>POSTING CONTINUE</b>  <b>Kelly A. Sawyer, Lieutenant Commander</b>  <b>U.S. Coast Guard</b>  <b>Office of Legal Policy &amp; Program Development</b>  <b>--UNITED STATES COAST GUARD Legal Internship/ Externship Program</b>  <b>Areas of Law Practiced By Coast Guard</b>  <b>Maritime and International Law</b>  <b>Operational Law:</b> The Operations Law Group (OLG) is a branch of the U.S. Coast Guard's Maritime and International Law Division within the office of the Judge Advocate General. OLG provides legal counsel to nationally significant programs in the Office of Law Enforcement, Office of Counterterrorism and Defense Operations, Office of Search and Rescue and International Affairs and Foreign Policy. Duty attorneys respond to emergent legal issues in counter drug operations, migrant smuggling, search and rescue, and participate in multilateral venues and the interagency on a daily basis.  <b>Prevention Law:</b> The Prevention Law Group (PLG) is a branch of the U.S. Coast Guard's Maritime and International Law Division (CG-0941) within the office of the Judge Advocate General. PLG provides legal counsel, advice, opinions, interpretations, and enforcement guidance to Coast Guard officials, program directors and program managers on operational areas of (1) Vessel inspection and commercial vessel safety; (2) Merchant vessel personnel; (3) Marine environmental protection;(4) Port safety including: Captain of the Port functions; (5) Investigations of marine casualties and violations of law; and, (6) Maritime security.  <b>Environmental Law:</b> The Environmental Law Group (ELG) is a branch of the U.S. Coast Guard's Maritime and International Law Division within the office of the Judge Advocate General. ELG provides legal services in support compliance with federal, state and local environmental requirements and for the acquisition and disposal of real property. We represent the Coast Guard, either directly or through the Department of Justice (DOJ), in environmental enforcement actions against the Coast Guard, environmental citizen suits, and challenges to Coast Guard activities brought under environmental statutes.  <b>Criminal Law/Military Justice</b>  As an armed force, the Coast Guard is subject to the Uniform Code of Military Justice. Military Judge Advocates serve as defense counsel and prosecutors for military courts-martial and as military judges at the trial and appellate level. Judge advocates assigned as appellate counsel (both for the government and defense) brief and argue cases before the Coast Guard Court of Criminal Appeals, the Court of Appeals for the Armed Forces, and the Supreme Court of the United States.  <b>Claims &amp; Litigation</b>  The Coast Guard actively manages an extensive claims program under several federal statutes. These involve adjudicating claims against the agency, asserting claims for the government and collecting penalties assessed for violations of federal law, for damage to Coast Guard property, and for cleanup &amp; recovery costs.</p>	X	X	X



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