

**UDSL JOB VACANCIES
PART TIME SCHOOL YEAR & PT/FT SUMMER**

Class Yea	Position	Respond to	City/State	Job Description	Posting Date	Deadline
2L/3L	Law Clerk	Karley G. Michels Administrative Assistant Lawrence & Associates, LLC 2500 Chamber Center Drive Suite 300 Ft. Mitchell, KY 41017	West Chester, Ohio	<p>Law Clerk:</p> <ol style="list-style-type: none"> 1. 20 hours per week, flexible with school schedule 2. It is a semester long position that includes the Christmas break. It can be extended – we are hiring on a fall semester, spring semester, summer break schedule. Several of our current students have been asked to stay on for as long as two years straight. 3. Open to 2L, 3L 4. Working out of Fort Mitchell, KY 5. Starting right away 6. Lots of research and writing. Topics will vary between issues in 1) workers compensation; 2) personal injury; 3) social security, and; 4) bankruptcy. That is in the order of volume that the clerk sees, so they'll probably jump into workers comp first. Writing is mostly motions and briefs to the trial court or administrative law judge. 7. Business casual dress code 8. We use Westlaw. <p>Applicants should submit cover letter and resume. Salary: 11.00/hour</p>	9/5/17	9/30/17
2L/3L	Law Clerk	Judge Adolfo Tornichio Greene County Court of Common Pleas Juvenile Division 2100 Greenway Blvd Xenia, Ohio 45385	Xenia, Ohio	<p>Law Clerk: must have the ability to spot issues and independently do legal research and writing. Applicants should submit cover letter, resume, law school transcript, references and writing sample directly to court.</p> <p>Salary: unpaid</p>	8/28/17	10/7/17
2L/3L	Law Clerk	Mr. Michael E. Gilb The Batsche Law Firm, Ltd. 300 West Main Street Mason, Ohio 45040	Mason, Ohio	<p>Law Clerk: general legal research and writing. Part time hours. Applicants should submit resume and cover letter.</p> <p>Salary: not specified</p>	8/7/17	10/7/17

3L	Research Assistant	<p>Mr. Tom O. Merritt Merritt Law Office 1480 West Main Street Tipp City, Ohio 45371</p> <p>www.tommerrittlawoffice.com</p>	Tipp City, Ohio	<p>Research Assistant will conduct research and advise Attorney Merritt. Require candidate to be personable, enthusiastic, conscientious and excellent writing skills.</p> <p>Applicants should submit cover letter and resume.</p> <p>Salary: \$15.00/hour</p>	9/12/17	10/12/17
2L/3L	Law Clerk	<p>Ms. Lynn Busch-Heyman Magistrate/Staff Attorney to Judge Michael Oster Butler County Court of Common Pleas 315 High Street, Third Floor Hamilton, Ohio 45011</p>	Hamilton, Ohio	<p>Law Clerk: at Butler County Court of Common Pleas-General Division. Candidate will assist the Court with all areas of research and writing in various Civil and Criminal matters. Position will also include various administrative duties as the Court requires. Candidate should have strong writing and research skills and be open to learning. Court hours are 8AM-4:30PM M-F.</p> <p>Interested parties can email their resume, cover letter, and a writing sample to Ms. Lynn Busch-Heyman at Busch-HeymanLA@butlercountyohio.org</p> <p>Salary: unpaid</p>	9/13/17	10/14/17
3L	Law Clerk	<p>Mr. R. Jason Howard Attorney Howard Law Office Claypool Building, Suite 304 4130 Linden Avenue Dayton, Ohio 45432-3033</p>	Dayton, Ohio	<p>Law Clerk: with potential position as a full-time associate attorney, pending bar passage. Require 3L or law school graduate interested in general practice.</p> <p>Applicants should submit resume, references and writing sample (10 pgs max)</p> <p>Salary: Negotiable</p>	8/29/17	10/28/17
2L/3L	Law Clerk	<p>Mr. Lawrence W. Henke, III 371 West First Street, Suite 100 Dayton, Ohio 45402</p>	Dayton, Ohio	<p>Law Clerk: legal research and writing of memoranda of law, case briefs, etc.</p> <p>Require second or third year law student with excellent research and writing skills.</p> <p>Applicants should submit cover letter and resume to Mr. Henke via email: henke-law@hotmail.com</p> <p>Salary: \$15.00/hour</p>	8/22/17	11/1/17
2L/3L	Volunteer Interns	<p>Mr. Daniel P. Driscoll Criminal Chief/Special Projects Clark County Prosecutor's Office 50 E. Columbia Street, Suite 449 Springfield, Ohio 45501</p> <p>www.clarkcountvohio.gov/</p>	Springfield, Ohio	<p>Volunteer Legal Intern: Assist Attorneys in preparing discovery, legal research, interviewing witnesses, drafting briefs and preparing for trial.</p> <p>Applicants should submit cover letter, resume and writing sample (10 pgs. max)</p>	8/28/17	12/15/2017

3L	Attorney	Ms. Barbara M. Savage Attorney Recruiting Manager Frost Brown Todd 3300 Great American tower 301 East Fourth Street Cincinnati, Ohio 45202	Cincinnati, Ohio	Intellectual Property Associate The Cincinnati office of Frost Brown Todd LLC is seeking a 2018 law school graduate, Mechanical Engineer, for our IP Patent/Prosecution Group. Please apply online at: http://www.frostbrowntodd.com/careers-openings-attorneys.html	9/8/17	12/10/17
3L	Volunteer Interns	Ms. Kay Locke Managing Attorney, Juvenile Division Law Office of the Montgomery County Public Defender 117 South Main Street 4th Floor Dayton, Ohio 45422 www.mcoho.org/government/courts/public_defender	Dayton, Ohio	Volunteer Intern: for Defense Representation of Juveniles. Require Intern's license from the Ohio Supreme Court. Applicants should submit cover letter and resume via email to: Ms. Locke at lockek@mcoho.org Benefits: Paid parking and invaluable experience!	8/28/17	12/15/2017

2L/3L	Internship	Mr. David D. Hayes Attorney Office of the Greene County Prosecuting Attorney 61 Greene Street Suite 200 Xenia, Ohio 45385 www.co.greene.oh.us/Prosecutor/default.asp	Xenia, Ohio	Internship: Part time, unpaid internship opportunity with Greene County Prosecuting Attorney’s Office. Interns will have the opportunity to work with criminal and civil division attorneys in fast-paced, litigation focused, and deadline driven environment. Tasks will include writing briefs and legal opinions in preparation for litigation in felony criminal proceedings. Also, interns will be expected to observe numerous court proceedings including trials, motions to suppress, plea hearings, and sentencing hearings. Interns who have obtained their legal interns license will have the opportunity to handle court proceedings. Civil Division interns will work with attorneys on Criminal/Civil Appeals and will write briefs and legal opinions regarding differing aspects of local government. Possible topics include zoning and elections law. Applicants are expected to have exceptional communication skills and must be available for a face to face interview. Applicants are expected to have completed courses in criminal law, criminal procedure, and evidence. Applicants will submit a cover letter, resume and writing sample no longer than 5 pages. First year law students will not be considered. Applicants are strongly encouraged to e-mail all required documents to David Hayes: dhayes@co.greene.oh.us Salary: Unpaid	8/30/17	12/15/2017
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