The Forum brings together a number of employers seeking to fill summer, school year, permanent, paid, or volunteer positions in government, non-profit and legal service organizations. There are two components to Opportunity Forum on-campus interviews and Table Talk, described below:

**On-Campus Interviews**
Interviews will take place, full or half days, in February. Using Symplicity you will be able to view the employers attending and apply for open positions.
- **Student Bidding** Jan. 15 – Feb. 2
- **Interview Notification** Feb. 11
- **Cancellation Period** Feb. 11 - 14
- **Final Schedules** Feb. 15
- **Interview Dates** Feb. 18, 19, 25, 26

**Opportunity Forum Table Talk**
February 24 12:00-1:15pm Barrister Club
The Table Talk session is similar to a job fair. Employers will provide information about their organizations and open positions. Students should bring the materials requested by each employer in this booklet. Business attire is recommended. Registration is not required for this event.

**Employers Participating in Opportunity Forum 2016**

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<tr>
<th>Employer</th>
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<tr>
<td>ACLU of Ohio</td>
<td>Ohio Department of Education</td>
<td>Central Ohio Transit Authority (COTA)</td>
<td>Ohio Industrial Commission</td>
<td>Cincinnati Public Schools</td>
<td>Ohio Legal Assistance Foundation (OLAF)</td>
<td>City of Columbus Dept. of Public Utilities</td>
<td>Ohio Poverty Law Center</td>
<td>Coalition on Homelessness and Ohio in Ohio</td>
<td>Ohio Public Defender</td>
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AMERICAN CIVIL LIBERTIES UNION OF OHIO

Contact Info: Ellen Kubit, Program Associate
ekubit@acluohio.org
www.acluohio.org

Position Description: There are not currently any open positions at this organization but a representative will attend Table Talk to discuss, in a broader sense, what it is like to clerk at the ACLU of Ohio. Any future openings will be posted on Symplicity.

Participating in: Table Talk
Representative: Maria Bruno

CENTRAL OHIO TRANSIT AUTHORITY (COTA)

Contact Info: Lindsay Ford Ellis, Co-Interim Vice President, General Counsel
FordEllisLL@cota.com
www.cota.com

Opportunity for: 1L, 2L, 3L

Position Description:
Performs responsible and professional work in providing support to in-house Legal Counsel through analysis and research pertaining to the Authority's legal issues and concerns.

Job Functions:
• Provides assistance to Counsel in the Legal Division in a variety of areas, including personal injury, workers' compensation, contracts and general corporate matters; performs legal research;
• Assists in monitoring compliance with all local, state and federal laws, including ADA compliance;
• Prepares legal pleadings, motions, statements, trial briefs, etc.; conducts examinations of legal and claims records; prepares appeals and performs the necessary research on motions; with the objective of disposing of such claims in the most cost-efficient manner consistent with Authority policy;
• Receives claim files for personal injury cases and assists Counsel with preparing files for trial as necessary, including case investigation, preparation of pleadings, responding to interrogatories with the objective of disposing of such claims in the most cost-efficient manner consistent with COTA policy;
• Assists with collection activities, including representation at judgment debtor examinations, debtor location and execution of judgments including possession of property and wage garnishments;
• Drafts and analyzes proposed and/or existing contracts, prepares legal documents, and reviews company policies;
• Assists COTA in achieving its Affirmative Action goals and in eliminating discrimination on the basis of race, color, religion, age, sex, national origin or disability; and
• Performs other duties as assigned.
• Regular, predictable and punctual attendance required.

Compensation: Unpaid or for school credit

Submit the following: Resume, Cover Letter

Participating in: Table Talk
Representative: Jason Leubbers
Opportunity for: 1L, 2L, 3L

Position Description:
The Office of General Counsel ("OCG") provides legal services to the District in the areas of labor and employment, special education, real estate, construction, contracts, bonds, government relations, estates, dispute resolution, tax, intellectual property, privacy, litigation, and electronic discovery.

The OGC has available space for one to two legal interns. During the summer, most legal interns work full-time schedules, Monday through Friday. Hours are flexible. An intern may adjust their schedule to address commuting, childcare, or other educational opportunities.

Interns will work in close contact with the Daniel J. Hoying, Interim General Counsel and with the District's outside counsel. Interns will be assigned projects involving legal analysis, research, and writing. Interns may be involved in preparing policies for the Board of Education, drafting memoranda and briefs for ongoing litigation, reviewing legislation, and making policy recommendations for the District. Assignments typically require client contact, and may involve observing or participating in live events such as hearings, negotiations, mediations, arbitrations, and trials. With permission, written work may be used as writing samples by students. The Interim General Counsel will provide employment references for interns upon request.

Compensation: Unpaid

Submit the following: Resume, Cover Letter, Transcript

Participating in: Resume Collect

Opportunity for: 1L, 2L

Position Description:
This position is in Human Resources, using your analytical skills and legal knowledge to advise on employment law issues, policies and procedures, and Labor Union interaction. It will involve knowledge and application of the FMLA, ADA, FLSA, Unemployment Laws, Sunshine Laws, and other employment-related matters. Recruiting for summer and school-year positions.

Compensation: Hourly; rate unknown

Submit the following: Resume, Writing Sample

Participating in: Interviews

Representative: Madison Wolever
Contact Info: Joe Maskovyak, Affordable and Fair Housing Coordinator
            Jomaskovyak@cohhio.org
            www.cohhio.org

Opportunity for: 1L, 2L

Position Description:
The Coalition on Homelessness and Housing in Ohio (COHHIO) is hiring law clerks beginning Spring Semester 2016. COHHIO will be hiring clerks both during the school year and in the summer. Clerks are expected to work 15-20 hours during the week in the academic year (with flexibility and time off for exams) and summer clerks are expected to work 20-40 hours.

COHHIO is a statewide housing advocacy organization, located in downtown Columbus, Ohio. Law clerks will be assisting the Affordable and Fair Housing Coordinator and the various job duties attendant to that position, which include training and education across the state; legislative and administrative advocacy, primarily, but not exclusively on a statewide platform; and responding to housing inquiries on the housing hotline. Law clerk duties will include doing legal research to support each of those duties, assisting in the development of educational materials, and some direct client contact via the phone or internet to assist in responding to hotline inquiries. In-office attendance will be expected to undertake most job duties, although some work can be done remotely.

Compensation: Hourly. COHHIO has a special grant in conjunction with Moritz over the next several years that will fund this work. However, COHHIO will entertain clerks willing to volunteer as well as those who obtain PILF scholarships.

Submit the following: Resume, Cover Letter, Transcript

Participating in: Interviewing, Table Talk

Representative: Joe Maskovyak
Opportunity for: 1L, 2L

Position Description:
Community Legal Aid is a private non-profit law firm which works to bridge the gap between poverty and justice for low income and elderly residents of central northeast Ohio. We concentrate our efforts on legal work that makes a difference in the lives of poor people.

- Legal Aid provides economic benefits for clients by ensuring that they receive public benefits (e.g., unemployment insurance, Medicaid, housing subsidies, etc.) to which they are entitled and by preventing the collection of wrongful or unenforceable debt.
- Legal Aid improves the lives of poor people by:
  - securing their personal safety with the protection and support orders that enable victims of domestic violence to make a fresh start free from abuse,
  - obtaining health care benefits,
  - preventing homelessness by defending eviction actions, preserving homeownership, and ensuring the habitability of dwellings,
  - protecting consumer and taxpayer rights and essential property, and helping people to make informed personal decisions through the provision of timely, accurate legal advice, information, and pro se assistance.

Legal Aid has Summer Program openings for Law Students in four (4) of our Northeast Ohio offices. Job descriptions for the various positions are listed on their website: http://www.communitylegalaid.org/node/219/2016-summer-intern-program.

Compensation: Unpaid or for school credit

Submit the following: Resume, Cover Letter, Writing Sample, References, Summer Program Application

Participating in: Resume Collection, Table Talk

Representatives: Steven J. McGarrity and Gary A. Benjamin
COLUMBUS CITY ATTORNEY’S OFFICE – CIVIL DIVISION

Contact Info: Westley Phillips, Assistant City Attorney
wmphillips@columbus.gov

Opportunity for: 1Ls

Position Description:
Legal interns in the Civil Division conduct legal research and writing and help the civil division attorneys work their cases from beginning to end. The Civil Division has a General Counsel Section, a Litigation Section, a Labor and Employment Section, a Real Estate Section, and a Claims Section.

Compensation: Hourly; unknown rate

Submit the following: Resume, Cover Letter, Writing Sample, Transcript

Participating in: Interviewing, Table Talk

Representative: Westley Phillips

CORRECTIONAL INSTITUTION INSPECTION COMMITTEE

Contact Info: Joanna E. Saul, Executive Director
Joanna.saul@ciic.state.oh.us
www.ciic.state.oh.us

Opportunity for: 1Ls

Position Description:
The Public Interest Fellow will be responsible for:
• Responding to inmate correspondence regarding the inmate disciplinary system and ensuring that fair administrative hearings are conducted;
• Attend CIIC prison inspections and assist with distributing and collecting the inmate survey
• Assist with research on a variety of correctional topics (use of force, suicides, education and GED attainment, etc.)

The Fellowship is in two parts. Over the summer, we ask that the Public Interest Fellow spend approximately 24-32 hours in the office each week. With some exceptions, we are flexible with other work schedules. The Public Interest Fellow will be expected to stay on during the academic year, and can drop down to 12-15 hours per week, as his/her academic schedule permits.

Our fellowship program is highly selective. We require all staff to be self-motivated and able to operate independently within a prison environment. The following are the minimum qualifications to be accepted as a CIIC intern include:
• 3.5 GPA undergraduate / 3.0 GPA for advanced level degree
• Commitment to work required hours per week for the duration of the fellowship
• Demonstrated punctuality and work attendance
• Demonstrated interest in corrections and/or criminal justice is preferred

Compensation: Hourly, $11.00 per hour

Submit the following: Resume, Cover Letter, Transcript

Participating in: Resume Collect
CUYAHOGA COUNTY PUBLIC DEFENDER

Contact Info: Amy Goff
agoff@cuyahogacounty.us

Opportunity for: 1L, 2L

Position Description:
Students will have an opportunity to work in at least one of the Cuyahoga County Public Defender’s four divisions: juvenile, municipal, felony and appellate. Externs will assist attorneys in all stages of trial preparation including client interviews, legal research, and motion writing. Students will observe staff attorneys, work with them, and participate in, when possible, all stages of the trial process including appellate proceedings before the Eighth District Court of Appeals. Students will be encouraged to practice problem solving skills within the context of various legal issues and engage in discussions and strategy planning with the attorney.

Third year students with certification from the Ohio Supreme Court allowing them to appear, with certain restrictions and limitations, as counsel on misdemeanor felony and juvenile matters, may be allowed to represent defendants in Courts where such representation is permitted.

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter

Participating in: Interviewing

Representative: Amy Goff

DELAWARE COUNTY PROSECUTOR’S OFFICE

Contact Info: Kate Munger, Assistant Prosecuting Attorney
kmunger@co.delaware.oh.us
www.co.delaware.oh.us/prosecutor

Opportunity for: 1L, 2L, 3L

Position Description:
Volunteer interns/externs will be assigned work from the criminal, civil, and juvenile divisions. There will be lots of opportunities to go to court. Students with an Intern Certificate will be able to speak in court and will hopefully be assigned motions or trials (depending on what is available during the time you are in the office.)

Compensation: Unpaid or for school credit.

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Interviewing

Representatives: Kate Munger and Mark Fowler
DISABILITY RIGHTS OHIO

Contact Info: John Crow, Human Resources  
hr@disabilityrightsohio.org  
www.disabilityrightsohio.org

Opportunity for: 1L, 2L

Position Description:  
Disability Rights Ohio is a not-for-profit organization that serves as the federally and state designated Protection and Advocacy (P&A) system and Client Assistance Program (CAP) for people with disabilities in the State of Ohio. The mission of Disability Rights Ohio is to advocate for the human, civil, and legal rights of people with disabilities in Ohio.

Disability Rights Ohio represents individuals with disabilities on a wide variety of legal issues including discrimination in employment, public programs, services, or public accommodations under the ADA; housing discrimination under the Fair Housing Act; special education rights under the IDEA; rights of persons in institutions including the right to community integration; disputes with state or local entities who provide services to individuals with disabilities; and other disability-related legal interests.

Interns will have a wide range of experiences collaborating with attorneys and advocates on a variety of legal matters, with opportunities to meaningfully contribute to the work and mission of Disability Rights Ohio. Interns also are afforded the opportunity to observe meetings, hearings, and other activities in order to give them a broader perspective on the work of an attorney in this area.

Compensation: Unpaid

Submit the following: Resume, Cover Letter

Participating in: Interviewing, Table Talk

Representatives: Kristin Henry and Kristin Hildbrandt

FAIRFIELD COUNTY PROSECUTOR’S OFFICE

Contact Info: Zoe Lamberson  
zalamberson@co.fairfield.oh.us  
http://www.co.fairfield.oh.us/prosecutor

Opportunity for: 1L, 2L

Position Description: Law clerks with the Prosecutor’s Office are given the opportunity to assist attorneys with the review of cases, preparing cases for trial, and drafting motions, memorandum and appeals. Clerks typically observe many types of court proceedings and may be permitted to attend witness/victim meetings for cases with which they are assisting. All clerks have the opportunity to work with multiple prosecutors and law enforcement. Strong analytical and writing skills are essential. Students who hold a valid Legal Intern Certificate are permitted to conduct certain court proceedings under the supervision of an Assistant Prosecuting Attorney.

Compensation: Unpaid

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Table Talk

Representatives: Zoe Lamberson
FEDERAL PUBLIC DEFENDER – CAPITAL HABEAS UNIT

Contact Info: Erin Barnhart, Assistant Federal Public Defender  
Erin_Barnhart@fd.org  
www.fpd-ohs.org

Opportunity for: 1L, 2L

Position Description:
The Capital Habeas Unit (CHU) represents death-row inmates at all levels in federal court and also argues for clemency before the Ohio Parole Board and Governor. The legal work concerns the exciting and challenging intersection of constitutional law, death-penalty jurisprudence, and habeas and civil-rights litigation; factual investigation involves digging into records and witnesses related to clients’ social histories, including their upbringing, education, and other factors relevant to their development. The CHU works closely with a variety of experts in a range of areas, including neurology, psychology, psychiatry, forensics, DNA, mental-health, addiction, and intellectual disability.

The office operates in teams of attorneys, investigators, and support staff to tackle this demanding and sobering work. Externs work closely with these teams to assist in both legal and factual research and drafting related to the clients’ cases. CHU teams rely on externs’ assistance on real projects for real clients and aim to involve the externs as much as possible from start to finish on a project. We seek externs with sound judgment, the ability to work independently, excellent research and writing skills, and a strong commitment to indigent defense and saving clients’ lives.

Compensation: Unpaid or for school credit

Submit the following: Resume, Cover Letter, Writing Sample, Transcript

Participating in: Interviewing

Representatives: Erin Barnhart and Justin Thompson
FRANKLIN COUNTY PUBLIC DEFENDER – MUNICIPAL UNIT

Contact Info: Allyson Irving, Municipal Attorney  
asirving@franklincountyohio.gov

Opportunity for: 1L, 2L

Position Description:
The Franklin County Public Defender’s Office provides legal representation to indigent defendants in Franklin County in criminal, juvenile, and appellate proceedings.

Job tasks include assisting attorneys in preparing for cases, including but not limited to filing motions, subpoenas, and gathering information from various departments in the Courthouse. Tasks also include interviewing clients for arraignment proceedings in the Municipal Court on Monday through Saturday. In addition to direct communication with clients, law clerks also communicate with client’s family and other court personnel. Finally, tasks may include performing legal research and undertaking written projects for attorneys, including the preparation of motions, entries, memoranda, etc.

Hours: 15-20 hours per week

Requirements: Must be pursuing a law degree in an accredited law school. Must have an interest in criminal law and in the necessity and problems associated with defending indigents charged with criminal offenses.

Compensation: Hourly; $12.00 per hour

Submit the following: Resume, Cover Letter

Participating in: Interviewing

Representatives: Allyson Irving and Helena D’Arms
Opportunity for: 1L, 2L

Position Description:
The Legal Aid Society of Columbus (LASC) is looking for dedicated, public-interest minded students to clerk full-time for the 2016 summer. We are also accepting applications for school year volunteer clerks.

LASC represents low-income clients in civil legal proceedings, including evictions, divorces, domestic violence proceedings, federal tax controversies, public benefits administrative hearings, unemployment cases, foreclosures, wage garnishments, bankruptcies, and consumer matters. LASC attorneys engage in some transactional work, including the drafting of wills, powers of attorney and certain probate matters for persons 60 and over. LASC attempts to address larger systemic issues facing its clientele through appropriate litigation and other advocacy.

Clerks will be assigned to one of five substantive teams (Consumer, Domestic, Housing, Public Benefits, or Tax) or the intake department, the litigation support team, or the Volunteer Resource Center (LASC’s pro bono program). Each assignment provides an opportunity to work alongside excellent poverty law attorneys. Generally, clerks can expect to do some combination of the following: interview clients, draft court pleadings, research relevant legal issues, engage in hearing/trial preparations, observe meetings, hearings and other legal proceedings, analyze evidence, participate in community education activities and carry out other duties. Students with legal intern certificates are able to advocate directly for clients under the close supervision of an experienced Legal Aid attorney.

Compensation: Unpaid or for school credit

Submit the following: Resume, Cover Letter, Transcript

Participating in: Interviewing

Representatives: Megan Sullivan, Dianna Howie and/or Jamaal Redman
PUBLIC UTILITIES COMMISSION OF OHIO

Contact Info: Angela M. Hawkins, Legal Director
Angela.hawkins@puc.state.oh.us
www.puco.ohio.gov/puco/

Opportunity for: 1L, 2L

Position Description:
The Public Utilities Commission of Ohio (CPUCO) is a regulatory body, whose mission is to assure all residential and business consumers access to adequate, safe and reliable utility services at fair prices, while facilitating an environment that provides competitive choices. Legal interns will have an opportunity to work on a variety of legal issues, including legal research on ethics, public records, procedural matters, evidence law, and substantive utilities law research. In addition, interns will have the opportunity to work with and assist attorney examiners who preside as administrative law judges on a diverse number of issues, including complaint cases against utilities, rule makings, and transportation and railroad cases, as well as electric, water, telephone, and gas regulatory matters. Legal interns will have the opportunity to draft protective orders, summarize cases, draft findings and orders, and assist in other legal research matters that arise during a case before the PUCO.

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Table Talk

Representative: Bryce McKenny

OHIO ATTORNEY GENERAL’S OFFICE

Contact Info: Alysha Clark, HR Analyst
Alysha.Clark@OhioAttorneyGeneral.gov
www.ohioattorneygeneral.gov

Opportunity for: 1L, 2L

Position Description:
At the beginning of each school year, the OAG’s office participates in on-campus interviews where we recruit for Law Clerks and Assistant Attorney Generals for the following year. A representative will attend Table Talk to answer any questions you might have about what it is like to work for the Ohio Attorney General or the application process.

Participating in: Table Talk

Representative: Alysha Clark
OHIO CASINO CONTROL COMMISSION

Contact Info: John W. Barron, Deputy Executive Director & General Counsel
            john.barron@casinocontrol.ohio.gov

Opportunity for: 2L

Position Description:
Individual will work with General Counsel’s Office on wide range of legal issues including licensing, regulatory compliance, and enforcement of Ohio’s casino gaming law. Individual will perform various legal research and writing tasks which may be related to public records, ethics or administrative law.

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Table Talk

Representative: John W. Barron

OHIO CONSUMERS’ COUNSEL

Contact Info: Maureen Willis, Assistant Consumers’ Counsel
              maureen.willis@occ.ohio.gov
              www.occ.state.oh.us

Opportunity for: 1L, 2L

Position Description:
The Office of the Ohio Consumers’ Counsel (OCC), the residential utility consumer advocate, represents the interests of 4.5 million households in proceedings before state and federal regulators and in the courts. The state agency also educates consumers about electric, natural gas, telephone and water issues. Law clerk positions are available during the school-year and summer.

Compensation: Hourly; rate unknown

Participating in: Table Talk

Representative: TBD
OHIO DEPARTMENT OF EDUCATION

Contact Info: Janine Burnside, HCM Senior Analyst
Janine.burnside@education.ohio.gov
www.education.ohio.gov

Opportunity for: 1L, 2L, 3L

Position Description:
Assists attorneys:

- Conducts legal research on defined or potential issues in cases;
- Prepares written memoranda;
- Responds to constituent correspondence;
- Assists in preparing and filing administrative rules with Joint Committee on Agency Rule Review, Secretary of State, and Legislative Service Commission;
- Assists in preparing documents and exhibits for Chapter 119 administrative hearings;
- Assists with preparing documents for meetings of State Board of Education;
- Edits legal documents & shepardizes cases to ensure current viability;
- Reviews court transcripts & records observations;
- Reviews motions, pleadings, correspondence &/or other legal documents to identify issues or recommend changes;
- Coordinates work with clerical staff to ensure compliance with court rules for formatting & to ensure deadlines are met;
- Photocopies cases, transcripts &/or other legal materials

Compensation: Hourly; rate unknown

Submit the Following: Resume, Cover Letter, Transcript, Writing Sample

Participating in: Table Talk

Representatives: Janine Burnside, Diane Lease and Lori Kelly
THE OHIO DEPARTMENT OF PUBLIC SAFETY

Contact Info: Anne Vitale, Associate Legal Counsel
               apvitale@dps.ohio.gov
               www.publicsafety.ohio.gov

Opportunity for: 2L, 3L

Position Description:
The Department of Public Safety is comprised of six divisions and various sections including the Bureau of Motor Vehicles, Emergency Medical Services, Emergency Management Agency, Homeland Security, and the Ohio Highway Patrol. The Legal Interns are expected to provide support to each of the Department's eight attorneys by conducting legal research on specifically assigned issues by searching and reviewing state and federal statutes, case law, pending legislation, Attorney General Opinions, and a variety of secondary sources, and then analyzing and condensing this research into written memoranda. Legal interns will work with the Department's attorneys to understand the client's business and operational needs in order to provide legal opinions and advice to clients in a practical and easy to understand manner. Additionally, Legal Interns will assist in managing litigation and drafting a variety of Motions to be submitted to courts and opposing counsel, as well as, reviewing administrative investigations and drafting Notices of Opportunity for Hearing and Final Adjudication Orders. Specific areas of law in which Legal Interns will be expected to research include, but are not limited to, criminal, employment, administrative, public records, liquor, gambling, driver's licensing, vehicle registration, and traffic law.

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Resume Collection

OHIO INDUSTRIAL COMMISSION

Contact Info: Jayne Beachler, Legal Research Manager
               Jayne.beachler@ic.ohio.gov
               www.ic.ohio.gov

Opportunity for: 1L, 2L

Position Description:
Conduct legal research; draft memoranda; undertake legal projects; draft case synopses; maintenance of the Commission’s Legal Resource Center; review claim files; observe District; staff and Commission level hearings; draft mock orders.

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Table Talk

Representatives: Jayne Beachler and Jennifer Rohrbaugh
**OHIO LEGAL ASSISTANCE FOUNDATION**

Contact Info: Angela Lloyd, Executive Director  
alloyd@olaf.org  
www.olaf.org

Opportunity for: 1L, 2L, 3L

Position Description:  
Projects vary depending on semester. Historically, projects have included research on the Community Reinvestment Act and a Supreme Court regarding cy pres.

Compensation: Unpaid or for school credit

Submit the following: Resume, Cover Letter

Participating in: Table Talk

Representatives: Marissa Weldon

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**OHIO POVERTY LAW CENTER**

Contact Info: Linda Cook, Senior Attorney  
lcook@ohiopovertylaw.org  
www.ohiopovertylawcenter.org

Opportunity for: 1L, 2L, 3L

Position Description:  
Ohio Poverty Law Center (OPLC) engages in legislative and administrative policy advocacy on issues affecting low-income Ohioans. OPLC provides leadership on substantive poverty law issues for Ohio’s legal aid community, coordinating its work with the statewide legal aid community through substantive law task forces and statewide working groups focusing on priority issues identified by the legal aid community. OPLC helps to coordinate the active amicus work of the Ohio legal aid programs and supports the litigation of the direct service programs targeting systemic issues and problems. OPLC seeks to educate the legislature, the media and the public about the issues faced by low income Ohioans, and works to preserve, protect and expand their rights. We also present, assist and support trainings for the legal aid community.

Clerks will have an opportunity to work on a variety of legal issues affecting the poor, including housing, consumer law, public benefits and workforce development, health law, education law, and family law. By working closely with our staff attorneys, clerks will develop substantive knowledge and experience in a broad range of advocacy strategies and techniques.

OPLC will provide clerks an orientation to the areas of poverty law in which we work and to working with low-income clients. OPLC will cooperate with applications for law school or other summer fellowship programs.

All applicants should demonstrate an interest in and commitment to public interest law and should have strong backgrounds in research and creative problem-solving.

Compensation: Unpaid

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Interviewing, Table Talk

Representatives: Linda Cook and Janet Hales
Opportunity for: 1L, 2L, 3L

Position Description:
Assist the Legal Division, Appeals and Postconviction Section, of the Office of the Ohio Public Defender with research, drafting appellate and postconviction pleadings, and reviewing transcripts for active criminal cases. The Appeals and Postconviction Section typically represents clients who have already finished their trials, and who were previously represented by county public defenders or appointed counsel. The Appeals and Postconviction Section litigate cases in both state and federal courts. Inters will have opportunities to visit clients and courts, as well as attend parole board hearings and oral arguments.

Compensation: Unpaid

Submit the following: Resume, Cover Letter, Transcript, Writing Sample

Participating in: Interviewing

Representatives: Jeremy J. Masters and Katherine A. Szudy

Opportunity for: 1L, 2L, 3L

Position Description:
Assist attorneys by conducting legal research. Compile and analyze findings and write legal memoranda or draft portions of legal pleadings/briefs. When appropriate, accompany attorneys on client visits or other out-of-office interviews.

Compensation: Unpaid

Submit the following: Resume, Cover Letter, Writing Sample

Participating in: Table Talk

Representatives: Shawn Welch and Jessica Carrico
THE OFFICE OF THE OHIO PUBLIC DEFENDER – WRONGFUL CONVICTION PROJECT

Contact Info: Joe Bodenhamer
joe.bodenhamer@opd.ohio.gov
http://opd.ohio.gov/WCP

Opportunity for: 2L, 3L

Position Description:
The Office of the Ohio Public Defender's Wrongful Conviction Project seeks second or third year law students to perform various duties at its Columbus headquarters. Primary among such duties will be evaluating potential innocence cases. The tasks will include collecting and reviewing records, witness statements, attorney files and court documents; obtaining and developing a case history; applying screening qualifications; and assisting the Project attorney with legal research and case preparation. The students may also conduct interviews as part of the information collection process.

The ideal candidates will be a second or third year law students with a good academic record, strong writing skills, good oral communication skills, and a demonstrated interest in working with low-income or indigent individuals.

Major Worker Characteristics:
Legal research; legal terminology; legal issue recognition; case & statutory interpretation; legal analysis. Ability to use proper research methods in gathering data; deal with many variables; handle sensitive & routine inquiries from & contacts with public, legal personnel.

Compensation: Hourly; rate unknown

Submit the following: Resume

Participating in: Table Talk

Representatives: Joe Bodenhamer
OHIO TREASURER OF STATE’S OFFICE

Contact Info: Megan Kish, Director of Human Resources
Megan.kish@Tos.ohio.gov
www.tos.ohio.gov

Opportunity for: 1L, 2L, 3L

Position Description: The Treasurer of State is a constitutional office holder responsible for collecting, protecting, and investing state funds using sound fiscal policy. The Treasurer serves as the state’s banker and chief investment officer. There are paid positions available during the summer and school-year.

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter, Transcript, Writing Sample

Participating in: Table Talk

Representatives: TBD
Contact Info: Cavett Kreps, Assistant General Counsel
krepsc@oclc.org
www.oclc.org

Opportunity for: 1L, 2L

Position Description:
OCLC, a worldwide library services organization headquartered in Dublin, Ohio, is a leader in information technologies and innovative online services. With office locations around the globe, OCLC employees are dedicated to offering premier services and software to help libraries cut costs while keeping pace with the demands of our information-driven society.

Responsibilities:
• Performs legal assignments in support of and under the supervision of OCLC’s Legal Division Staff.
• Carries out research assignments and makes recommendations to OCLC’s attorneys concerning company policies and corporate matters that have legal implications.
• Participates in and executes assigned legal activities including reviewing contracts and other third-party arrangements.
• Participates in meetings of the legal division staff, when appropriate, to learn about OCLC’s operations and participate in discussions about Legal Division projects.

Qualifications:
• Strong analytical, research, and communication skills.
• Ability to manage multiple project assignments.
• Top 50% preferred

Compensation: Hourly; $22.00 per hour

Submit the following: Resume, Cover Letter
Participating in: Interviewing
Representatives: Cavett Kreps
Position Description:
The Ohio State University invites applications for the position of an Athletic Compliance Intern. The selected applicant will report to the Associate Director of Compliance and will assist with various aspects of the athletic compliance program.

Responsibilities may include assisting in the preparation and organization of required NCAA and Big Ten Conference forms and reports, assisting with rules education, drafting violations, assisting with monitoring efforts in the areas of vehicles, housing, employment and other duties as assigned. Successful applicants will possess strong computer skills, strong analytical skills, well developed written and oral communication skills, and the ability to balance multiple projects. Selected candidates will participate in rules educations session conducted by compliance staff members to develop general knowledge of NCAA rules.

Compensation: Unpaid

Submit the following: Resume, Cover Letter

Participating in: Interviewing

Representatives: Danie Daluisio and Matt Bartlebaugh
OSU LEGAL AFFAIRS

Contact Info: Wendy Swary, Senior Associate General Counsel
swary.19@osu.edu
http://legal.osu.edu/olaindex.php

Opportunity for: 1L, 2L

Position Description:
The Office of Legal Affairs provides legal advice and representation to The Ohio State University, its constituent units and affiliated entities, and its trustees, officers, employees, and student leaders while acting on the University’s behalf. Our services include advice and counsel on all matters having legal significance for the University, contract review, legal workshops and educational programs. The Office of Legal Affairs also provides oversight of all litigation, including cases assigned to special counsel appointed by the Attorney General for the State of Ohio. The Office of Legal Affairs seeks to advance the mission of the University by providing counsel toward sound decision-making in all areas of instruction, research and service.

Legal interns working for the Office of Legal Affairs can expect to work on many varied projects relating to all aspects of University administration. Duties may include, but are not limited to:

- Conducting legal research for in-house counsel on matters relating to student affairs, employment, University contracting, governance, etc.
- Drafting memos based on legal research performed
- Assisting with public records requests
- Attending litigation and other client meetings
- Drafting commercial legal documents
- Completing other special projects as assigned

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter, Transcript, Writing Sample, Reference List (at least 2)

Participating in: Interviewing

Representatives: Wendy Swary, Anne Schira and Heidi McCabe
OSU OFFICE OF GIFT PLANNING

Contact Info: Mary Ann Iveson, Senior Director
iveson.2@osu.edu
www.giveto.osu.edu

Opportunity for: 1L, 2L, 3L

Position Description:
The Office of Gift Planning is looking for a student intern to assist with legal research during the school-year or summer.

Applicants should have excellent communication skills both written and verbal; an interest in wills, trusts and estates; income, gift and estate tax issues; and charitable gift planning. Basic and advanced computer skills are preferred.

Compensation: Hourly; rate unknown

Submit the following: Resume, Cover Letter

Participating in: Table Talk

Representatives: Mary Ann Iveson
SOUTHEASTERN OHIO LEGAL SERVICES

Contact Info: Melissa Skilliter, Pro Bono Coordinator
mskilliter@oslsa.org
www.seols.org

Opportunity for: 1L, 2L, 3L

Position Description:
Summer Clerks
SEOLS is seeking volunteer summer clerks to work in its offices in Athens, Chillicothe, New Philadelphia, Newark, Portsmouth, and Steubenville. Clerks will have an opportunity to work on a variety of legal issues affecting the poor, including housing, foreclosure, consumer law, public benefits, health law, education law, and family law. By working closely with our staff attorneys, clerks will provide litigation support and get first-hand interaction with clients and the courts. SEOLS will provide clerks an orientation to the areas of poverty law in which we work and to working with low-income clients. SEOLS will cooperate with applications for law school or other summer fellowship programs.

Tax Clinic
SEOLS is also seeking clerks for the summer or school year for our Low-Income Taxpayer Clinic (LITC), located in our Columbus office. Clerks with the LITC can gain experience personally representing clients before the IRS with tax controversies, under the supervision of the clinic director. Completion of a law school tax course or tax experience is preferred.

All applicants should demonstrate an interest in and commitment to public interest law and should have strong backgrounds in research and creative problem-solving. Applicants with technological skills are a bonus. We are particularly interested in clerks to assist with our outreach to Limited English Proficiency populations in southeast Ohio. The primary language of this population for our region is Spanish, and foreign language skills are a plus.

Applicants should indicate in their application materials the position and office for which they would like to be considered. Available options are: Athens, Chillicothe, Columbus, New Philadelphia, Newark, Portsmouth, and Steubenville. We typically select only two people for Columbus.

Compensation: Unpaid or for school credit

Submit the following: Resume, Cover Letter, Transcript

Participating in: Interviewing, Table Talk

Representatives: Melissa Skilliter
STUDENT LEGAL SERVICES AT THE OHIO STATE UNIVERSITY

Contact Info: Molly Hegarty, Managing Director
Hegarty.14@osu.edu
www.studentlegal.osu.edu

Opportunity for: 1L, 2L

Position Description:
Student Legal Services (SLS) provides legal advice and representation to eligible Ohio State students regarding the issues they typically face including criminal misdemeanors, traffic offenses, landlord-tenant issues, consumer matters, debt collection, estate planning, dissolutions and more. Law clerks directly assist SLS attorneys and paralegals with legal research; drafting memoranda, correspondence, and court and settlement documents; client communications; and preparing for trial, etc. SLS prefers to hire clerks who intend to work both Summer 2016 and Academic Year 2016-2017. During the summer, clerks are offered a maximum of 25 hours per week. During the academic year, clerks are required to work a minimum of 12 hours per week.

Compensation: Hourly; $12.00 per hour

Submit the following: Resume, Cover Letter

Participating in: Interviewing, Table Talk

Representative: Molly Hegarty

UNITED STATES ATTORNEY, SOUTHERN DISTRICT OF OHIO

Contact Info: Christopher R. Yates, Assistant United States Attorney
christopher.yates@usdoj.gov

Opportunity for: 1L, 2L

Position Description:
Legal interns in the United States Attorney’s Office perform legal research, write legal memoranda and pleadings, help attorneys prepare for trial and attend pre-trial and trial proceedings. Legal interns choose to work primarily in either civil litigation or criminal prosecution and are assigned Assistant US Attorney(s) mentors on the basis of that expressed preference. There are also specialized units prosecuting drug crime, financial crime and health care fraud.

Compensation: Unpaid or for school credit

Submit the following: Resume, Cover Letter, Transcript, Writing Sample, Reference List

Participating in: Table Talk

Representatives: Christopher R. Yates
UNITED STATES MARINE CORPS OFFICER PROGRAMS

Contact Info: Captain Robert Gervasio
Robert.Gervasio@marines.usmc.mil

Opportunity for: 1L, 2L

Position Description:
Opportunity to lead Marines as a Marine Corps Judge Advocate. Initial training is in Quantico, VA; can serve on active duty in various locations.

Compensation: Paid

Submit the following: Resume

Participating in: Interviewing, Table Talk

Representatives: Captain Robert Gervasio