



**COLLEGE OF LAW**  

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**THE UNIVERSITY OF TOLEDO**

**Office of Professional Development  
Newsletter**

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**OPD Appointments and Office Hours**

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The OPD staff is available for virtual appointments. You can schedule an appointment with Laura or Katie directly through TLCN. Or, if you have a quick question, stop by our virtual office hours! Please double check in TLCN to verify office hours for the week.

To learn how to schedule an appointment or join office hours, watch [this](#) quick (3 minute) video!

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## Reminders

### May graduates:

- ***As part of your graduation processing requirements, **May graduates are required to complete the Office of Professional Development Graduate Survey by Friday, April 16<sup>th</sup>*****. To complete this survey, schedule an appointment with either Laura Dettinger or Katie Schuyler in [TLCN](#) via the appointments tab. If these times do not work for you, please email us to schedule something at a different time! Please see [this](#) 4 minute quick-tip on how to schedule. As a note, the system requires appointments be scheduled 48 hours in advance. The survey will be conducted via WebEx and should take about 10 – 15 minutes to complete.

### 1L/2Ls:

- ***If you are going to finish your 30th or 60th credit hour this semester, remember that your PDP activities are also due by the end of the semester!!*** All activities are required to be completed and properly reported on TLCN by Friday, May 7, 2020 at 11:59 pm. If you have questions about the requirement or reporting, reach out to OPD as soon as possible.
    - **\*\*\*Please note - to calculate how many hours you will have at the end of the semester, the PDP goes by the "Earned Hours"**
  - **Summer Federal Work Study** applications are now open! To apply, click [here](#).
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## Professional Development Program

### ***Purpose of the Professional Development Program***

The College of Law designed the Professional Development Program to help you build your professional identity and network throughout your legal education career. Each year you will be required to complete certain mandatory activities. Additionally, throughout law school you will be required to attend networking and skills events, complete pro bono awareness tasks, and participate in career exploration activities. Inside your designated reporting cycle folder will include the activity categories and numbers of activities required for each reporting cycle. The Professional Development Program is a floor, not a ceiling; OPD encourages you participate in as many of the activities as your schedule allows.

### ***How it works***

Reporting cycles are based on the number of credits you have earned at the end of the semester. For example, you must have completed all activities listed in the “0 – 30 Credits Reporting Cycle” between the time you start law school and the semester in which you earned your 30th credit. For the “31 – 60 Credit Reporting Cycle” complete all activities listed between the semester you earned your 31st credit and your 60th credit. And for the “61+ Credits Reporting Cycle” between the semester you earned your 61st credit and the semester that you graduate. For some students, cycles may overlap. You may begin working on the next reporting cycle once you’ve completed the last one if your semester bridges the reporting cycle. I.e. you start a semester with 27 credits and end it with 42 credits, you can finish the 0 – 30 reporting cycle, then start working on the 31 – 60 reporting cycle activities.

**Mandatory Activities:** Mandatory activities include class level specific programming required by the Office of Professional Development. These meetings will be announced in the OPD newsletter, emails sent by OPD staff, and/or on TLCN. Activities may be web-based or in-person if safety standards allow. Additionally, many of these activities require pre- or post-work such as updating application documents or certify completion of an on-demand video.

**Networking and Skills Events:** These events are often sponsored or co-sponsored by the Office of Professional Development, Alumni Affairs, or a Bar Association. They are designed to help you build your networking skills. Events can take place virtually or in person (when allowed).

**Professional Exploration:** Professional exploration tasks will aid in determining your professional identity and long-term career path. Exploring the profession can be done on a large scale, by attending an in-person or virtual legal conference, for example. Or on a smaller scale, such as a one-on-one informational interview. It is your responsibility to find outside events related to your areas of interest, set up informational interviews, or arrange observation of a legal proceeding. OPD is

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happy to help in your search.

Pro Bono Awareness Tasks: Ohio, along with many other states, encourages pro bono work as part of a lawyer's professional duties to the public and justice system. Therefore, these tasks are not only a resume builder, but they will help kick-start a commitment to your professional duty as lawyers. The Ohio Supreme court states in the Preamble to the Ohio Rules of Professional Conduct: "...[A]ll lawyers should devote professional time and resources and use civic influence to ensure equal access to our system of justice for those who because of economic or social barrier cannot afford or secure legal counsel." It is your responsibility to find pro bono clinics and volunteer to help, or find an attorney to work with or shadow. OPD is happy to help in your search but will not be responsible for placement in these opportunities. OPD may advertise pro bono projects and other opportunities via the newsletter or emails. Students in the 0 – 30 credit reporting cycle are not required to complete a Pro Bono Awareness Task. Students in the 31 – 60, or 61+ reporting cycle may report participation in one of the listed legal clinics. Note: the Public Service and Corporate Counsel Externship Clinics do not count.

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## Professional Development Program - Approved Activities

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### SPRING CLASS MEETINGS!

All students are required to attend the Office of Professional Development's Spring Class Meeting. For 1Ls and 2Ls, it is also a requirement of the PDP.

*If you were unable to attend the spring class meetings, you will need to watch the recordings and send an email to [opd@utoledo.edu](mailto:opd@utoledo.edu) listing the questions and your answers to the poll questions that were launched throughout. Due dates noted below.*

- 1L Spring Class Meeting: Click [here](#) to watch recording. An email to [opd@utoledo.edu](mailto:opd@utoledo.edu) with answers to poll questions is due 4/15 by 5:00 pm.
- 2L Spring Class Meeting: Click [here](#) to watch recording. Past due - please email [opd@utoledo.edu](mailto:opd@utoledo.edu) ASAP.
- 3L Spring Class Meeting: Click [here](#) to watch recording. Past due - please email [opd@utoledo.edu](mailto:opd@utoledo.edu) ASAP.

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**Federal Practice Panel, Hosted by OPD**

**Tuesday, April 13th, 1:00 -2:00 pm, via Webex. Link to join can be found in [TLCN](#)**

Join Hon. James R. Knepp II, District Judge of the United States District Court for the Northern District of Ohio, Assistant U.S. Attorney Ava Rotell Dustin, Attorney Rick Kerger, and Nick Wittenberg, Legal Counsel at The White House, Office of Science and Technology Policy, on Detail from The United States Environmental Protection Agency to learn more about the expansive area of Federal Practice. The panel will be run in a webex event format but there will be time for participant Q&A. *(Please note: Nick Wittenberg and Ava Dustin will be appearing in their personal capacities and the statements do not reflect those of their employers.)*

*\*Approved as a PDP Networking & Skills Activity - Other Approved Program. Please remember to self-report attendance on TLCN after the panel.*

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**Environmental Law Career Panel, Hosted by the Environmental Law Society  
Monday, April 19th, 12:15-1:15, held virtually**

The Environmental Law Society will host a panel to discuss their career paths and what their practice is like now. There will be a question and answer period after each has spoken. The panelists are:

- Madeline Fleischer, Of Counsel at the international firm Dickinson Wright, PLLC. She is a Harvard Law graduate who has worked for the non-profit Environmental Law and Policy Center, the Department of Defense Environmental Defense Section, and in private practice for Hogan Lovells.
- Trent Dougherty, General Counsel at the Ohio Environmental Council. He graduated from Capital and previously was a partner at Nagel & Dougherty, LLC.
- Chris Tavenor, Staff Attorney at the Ohio Environmental Council. He is an Ohio State Law graduate who interned in the Ohio General Assembly and the Department of Energy before landing at the OEC.

*\*This event is approved as a Networking and Skills – Additional Approved Program event. Remember to self-report your attendance at the program on TLCN after the event\**

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**Office of Attorney Recruitment and Management - Webinar introduction to the 2021-2022 Attorney General's Honors Program and Summer Law Intern Program at the U.S. Department of Justice.**

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Students will learn about the programs, eligibility requirements, the application process, and will have the chance to ask questions. Law students may attend one of the following three webinars. No RSVP is required, simply click on the link provided below.

**Tuesday, April 20, 2021**

**12:00 P.M. (EDT)**

[DOJ HP SLIP April 20](#)

Access Code (if needed): 199 517 5392

**Thursday, April 22, 2021**

**3:00 P.M. (EDT)**

[DOJ HP SLIP April 22](#)

Access Code (if needed): 199 555 4475

**Friday, April 23, 2021**

**1:00 P.M. (EDT)**

[DOJ HP SLIP April 23](#)

Access Code (if needed): 199 821 0011

Call-In Numbers: 1-877-465-7975 or 1-210-795-0506

*\*Approved as a PDP Networking & Skills Activity - Other Approved Program. Please remember to self-report attendance on TLCN after the session.*

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## **PRO BONO AWARENESS ACTIVITY**

For the 2020-2021 academic year only, to complete the 2L Pro Bono Awareness PDP Activity, you can contact an attorney in private practice who does Pro Bono work, and have an informational interview with them about their pro bono experiences, why they do pro bono work, how they find the work, the type of cases they take pro bono, etc. A list of attorneys who are willing to speak with students for this purpose is attached.

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## **NETWORKING AND SKILLS ACTIVITY - Etiquette Event**

In lieu of the in-person Etiquette Event that OPD normally hosts, we are making it easy to get this activity credit virtually! All you need to do is watch each of the following 6 videos, and then report it as a Networking and Skills Event on TLCN. When reporting, check the "Etiquette Event" box, and in the comments section, list one takeaway you learned from each of the six videos. Watching all 6 videos will take less than one hour!

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- [10 Best Practices for Internships](#)
  - [Professional Dress](#)
  - [Virtual Networking](#)
  - [Follow Up After an Interview](#)
  - [Five Questions with a Hiring Attorney](#)
  - [Linked in for Law Students](#)
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## **Job Fairs**

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# COOK COUNTY BAR ASSOCIATION

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# 2 0 2 1 MINORITY LAW STUDENT JOB FAIR

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The Job Fair typically attracts more than 500 students from the eligible law schools. Each year law firms, corporations, and governmental agencies register for the Job Fair. These employers are located primarily in Illinois, Indiana, Minnesota, Missouri, Ohio, and Wisconsin. For more information, please visit our website at [www.ccbaminorityjobfair.org](http://www.ccbaminorityjobfair.org).

They are hopeful this year's Job Fair will be held on Tuesday, July 20, 2021, from 8:30 a.m. to 5:00 p.m. at the Embassy Suites Chicago – Downtown/Lakefront, located at 511 N. Columbus Drive, Chicago, Illinois 60611

Law Student registration is now open. The student registration process will be



completed via a multi-step process. First, each student must register on their own as a participating student by entering their profile information on the Simplicity website. Second, each student must upload their resume by Sunday, April 18, 2021 at 11:59 p.m. Central Standard Time. From approximately April 25, 2021 through May 9, 2021, each student will have the ability to upload a finalized resume and bid for 25 ranked employer selections

Please save the date - for more information, and to register visit their website at: [www.ccbminorityjobfair.org](http://www.ccbminorityjobfair.org)



The image is a promotional banner for the Diversity Job Fair 2021. It features a central logo with the text "DIVERSITY JOB FAIR 2021" in large, colorful letters (D: blue, I: green, V: yellow, E: orange, R: blue, S: green, I: blue, T: green, Y: orange). Below the logo is an orange bar with the text "INDIANAPOLIS BAR ASSOCIATION" and "AUGUST 9-10, 2021 HILTON INDIANAPOLIS". To the right of the logo are three small images: a city skyline, a woman smiling, and a man and woman in a meeting. Below the logo is a dark blue banner with white text: "▶ STUDENT REGISTRATION NOW OPEN! Career Services Directors and Deans of Student Affairs, Please share this information with your students." To the right of this banner is a light blue box with white text: "Have Questions? Contact Deneen Fitzgerald at [dfitzgerald@indybar.org](mailto:dfitzgerald@indybar.org)".

*Presently, they're planning to host the 2021 Diversity Job Fair in-person. The IndyBar will continuously monitor local and national guidelines for hosting in-person events and will adapt accordingly. [This page](#) will be consistently updated with the latest information regarding the status of the 2021 Diversity Job Fair.*

The 14th annual Indianapolis Bar Association Diversity Job Fair has a strong history of success. More than 750 students from 31 states and 86 law schools across the nation have interviewed over the last 14 years.

Over the course of 24 hours, there will be:

- Numerous networking opportunities available for students through a reception, interviews and a luncheon.
- More than 20 firm, government, court and corporate legal employers conducting hundreds of interviews.

- 
- A workshop to help interviewing students prepare for success.

#### ABOUT THE DIVERSITY JOB FAIR

We seek candidates who represent all aspects of diversity and who are looking for a one-of-a-kind legal community in a Midwestern city that has both cosmopolitan style and small-town charm. We invite fall 2021, full-time 2L law students (graduating May 2023) or part-time 2L and 3L law students (graduating December 2023/May 2024) to participate in the fair. Following registration, students will be provided with automatically-generated passwords that will allow them to use the system throughout the next few months.

Student registration is open from March 5-June 14.  
For more information, click [here](#).

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The world's largest LGBTQ+ legal conference and legal career fair.

- 50+ Sessions
- Your year's worth of CLE credit available
- 1,700+ Law Professionals and Students
- Hundreds of In-House Counsel participants
- 150+ Recruiters

For more information, or to register, click [here](#).

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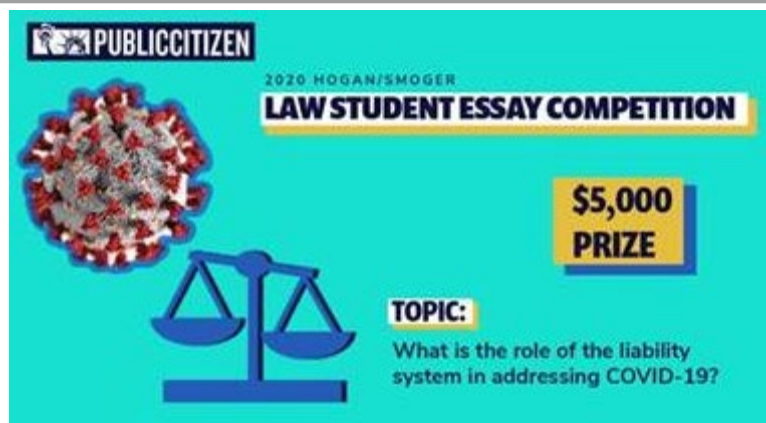
## Legal Programs, Scholarships, and Contests

### 2021 Ohio Radical BIPOC Scholarship Fund

This scholarship will be awarded to support BIPOC law students, recent graduates, and new lawyers involved in radical lawyering and movement-oriented legal work during the summer and/or fall of 2021.

Application packet is attached to this newsletter.

**Applications will be accepted through April 23, 2021.**



Essays must be submitted by emailed on or before Friday, April 30, 2021, at 11:59 p.m. Eastern Time, to Amanda Fleming at [afleming@citizen.org](mailto:afleming@citizen.org). For more information, including specific issues essays may cover, please visit <http://www.citizen.org/law-school-contest> or call Amanda Fleming at 202-588-7734.

The prize for best student essay is \$5,000.

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### 10th Annual Ohio State Bar Association Law Student Environmental Law Writing Award: Call for Papers

The OSBA Environmental Law Committee is seeking papers from current law students that advance the application and practice of environmental, energy or resources law in the State of Ohio. The of this contest will receive the "OSBA Environmental Law Award" and a \$1,000 prize. The runner up will receive \$250. The winning paper also will be published with the seminar materials for the annual OSBA Environment, Energy and Resources Law

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Seminar in Spring 2021. Submission guidelines are attached to this email.  
Deadline for Submission - April 30, 2021 at 5:00pm.

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## The Judge John R. Brown Scholarship Foundation 28th Annual Brown Award

1177 West Loop South, Tenth Floor  
Houston, Texas 77027

January 31, 2021

### *Rules for the 2021 Brown Award of \$10,000 For Excellence in Legal Writing*

The Judge John R. Brown Scholarship Foundation is pleased to announce the twenty-eight annual *Brown Award*. The Award honors excellence in legal writing in American law schools. Any law student currently enrolled in an accredited law school in the United States seeking a J.D. or LL.B degree is eligible to submit a paper for the Award. The amounts awarded for 2021 will be as follows:

**\$10,000 First Place,**  
**\$5,000 Second Place,**  
**\$3,000 Third Place,**  
**\$1,000 Finalist,**  
**\$1,000 Finalist, and**

**\$5,000 to the Scholarship Fund selected by the Dean of  
the law school in which the First Place candidate is enrolled.**

For more information, please click [here](#).

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### **ABA SECTION OF ENVIRONMENT, ENERGY, AND RESOURCES – SCHOLARSHIP OPPORTUNITIES**

Eight SEER competitions are accepting entries during the 2020-2021 ABA year. See below for more details about each competition. Last year's writing competition winners and topics are posted [here](#).

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[Constitutional Law Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize

[Endangered Species Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize, second place: \$750 cash prize, third place: \$500 cash prize

[Energy Law Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize, second place: \$750 cash prize, third place: \$500 cash prize

[Environmental Transactions and Brownfields / Superfund and Natural Resources Damages Litigation Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize

[Forest Law Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize

[International Environmental and Resources Law Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize

[Public Land and Resources Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize

[Waste and Resource Recovery Writing Competition](#)

Entry Deadline: May 31, 2021

Award: First place: \$1,000 cash prize

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# NOTRE DAME LAW SCHOOL SMITH-DOHENY LEGAL ETHICS WRITING COMPETITION

## *Call for Papers*

Notre Dame Law School sponsors an annual writing competition on the topic of legal ethics. All students with an interest in legal ethics are invited and encouraged to participate.

- The competition is open to all law students at U.S. and Canadian law schools.
- Entries should concern any issue within the general category of legal ethics.
- Entries must be original, unpublished work.
- Entries must be a minimum of 5,000 words and a maximum of 15,000 words, inclusive of footnotes.
- Coauthored essays may be submitted.
- Submissions will be judged by Notre Dame Law School faculty.
- A prize of \$2,500 will be awarded for one winning entry.
- All entries must be received before **5 p.m., Tuesday, June 1, 2021.**
- Include cover letter with contact information and name of current law school.

*All entries should be submitted to:*

Smith-Doheny Legal Ethics Writing Competition  
Notre Dame Law School  
P.O. Box 780  
Notre Dame, Indiana 46556  
(574) 631-8621

Email: [bsmith48@nd.edu](mailto:bsmith48@nd.edu)  
Website: [law.nd.edu/smith-doheny](http://law.nd.edu/smith-doheny)



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## **COMMUNITY FUND FOR BLACK BAR APPLICANTS**

You are eligible to apply if you identify as Black, African American, or Pan African and are preparing to take a bar exam in the United States in 2021. The mission is to provide at least \$500 to 100 Black bar exam applicants across the United States each year. To find out more, click [here](#).

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## **FEDERAL DEPOSIT INSURANCE CORPORATION - HONORS ATTORNEY PROGRAM**

Save the Date!  
June 23, 2021 at 5:00pm  
July 1, 2021 at 5:00pm

The FDIC will be hosting an information sessions for the 2022 Honors Attorney Program, a prestigious two-year professional development program open to new law school graduates. More information to come. To RSVP, please email [HonorsAttorneyProgram@FDIC.gov](mailto:HonorsAttorneyProgram@FDIC.gov).

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## **ABA FORUM ON CONSTRUCTION LAW - LAW STUDENT WRITING COMPETITION**

For the past ten years, the ABA Forum on Construction Law has held an annual Law Student Writing Competition. Through the Competition, the Forum introduces itself to the next generation of construction lawyers and pursues its mission of “Building the Best Construction Lawyers.” And, talented law student writers gain the opportunity to demonstrate their skill to the Forum and attend its Fall Meeting. The Law Student Writing Competition was prompted, in part, by the increasing number of law school courses dedicated to construction law. **Competition closes July 21st.** Click [here](#) for more information.

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## **BUCKFIRE & BUCKFIRE, P.C. LAW SCHOOL DIVERSITY SCHOLARSHIP PROGRAM**

The Buckfire Law Scholarship Committee is currently accepting applications for the 2021 Buckfire & Buckfire, P.C. Law School Diversity Scholarship.



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The scholarship was created in 2013 as part of the law firm's commitment to helping law students who are in need of financial assistance achieve their academic and professional dreams.

In order to be considered for the scholarship, the student must be a member of an ethnic, racial, or other minority, or demonstrate a commitment to issues of diversity within their community.

The scholarship will award \$2,000 to one student selected by our scholarship selection committee.

### **Law School Diversity Scholarship Eligibility Requirements**

Applicants must meet the following criteria:

Recipient is a member of an ethnic or racial minority or any individual who demonstrates a defined commitment to issues of diversity within their academic career.

Recipient is a U.S. citizen currently attending an accredited law school within the United States.

Academic achievement as reflected by a minimum 3.0 GPA and have completed at least one semester of classes at an accredited law school.

### **Law School Diversity Scholarship Applications Requirements**

In order to apply for the Buckfire & Buckfire, P.C. 2021 Law School Diversity Scholarship Program an applicant must submit the following items on or before Oct. 1, 2021:

- A completed scholarship application form. (Located [here](#))
- A one-page typed essay describing how you have utilized your time promoting ethnic diversity within your community. Alternatively, you may write about how you will use your law degree to promote ethnic diversity in the future.
- A certified, official copy of law school transcript.

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## **Jobs of the Week**

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Please click on the Job Title to see the posting with more details in TLCN.

**Job Title**

**Employer Name**

[CAIR-OH Summer 2021 Legal Intern](#)

The Council on American-Is  
Relations, Ohio Chapter

[Intellectual Property Intern](#)

Howard & Howard

[Law Clerk](#)

Johnson & Associates

[2021 Fall Extern Program](#)

U.S. Environmental Protecti

[Douglass Fellowship](#)

Human Trafficking Institute

[Law Clerk](#)

Asian Law Alliance

[Summer Law Clerk](#)

Michigan Advocacy Program

[Legal Interns - Summer 2021](#)

Public Rights Project

[2021 Summer Associate \(AIR Practice Group\)](#)

ABLE

[Tax Clinic Assistant](#)

University of Toledo College  
Tax Clinic

[Research Assistant](#)

University of Toledo College

[Legal College Intern \(Paid\)](#)

Ohio Department of Job and  
Services

[Summer Intern and Law Clerk](#)

Arthur Law Firm Co., LPA



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