



**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 haven't changed for the week, but in general our office hours are as follows:

Laura: Mondays, 2:30-4:30 pm  
Wednesdays, 11:30 am -1:30 pm

Click on this link to join Laura's hours:

<https://utoledo.webex.com/meet/laura.dettinger>

Katie: Thursdays, 1:00-3:00 pm  
Fridays, 10:30 am-12:30 pm

Click on this link to join Katie's hours: <https://utoledo.webex.com/meet/kate.schuyler>

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

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## Reminders

### Spring 2021 starts:

- Watch and properly report the 1L class meeting video by 5 pm on Friday, February 12, 2021.
- Watch the resume/cover letter/other application materials video by 5 pm on Friday, February 12, 2021. This video can be found on TLCN in the Resource Library, under 2020-2021 PDP Materials.
- Meet with an OPD Advisor for a resume and cover letter review meeting by Friday, February 12, 2021. Book appointments through TLCN.

### All Students:

- ***If you are going to finish your 30th or 60th credit hour this semester, remember you are also due by the end of the semester!!*** All activities are required to be completed on TLCN by Friday, May 7, 2020 at 11:59 pm. If you have questions about the requirements, please reach out to OPD as soon as possible. Remember - there are more activities early in the semester, so start signing up for PDP events!
- If you are planning to sit for the **March administration of the MPRE** – the deadline is March 14, 2020. Start preparing now!
- Keep checking TLCN for the latest job postings - we will be posting them as they become available. Remember that some of the postings are only open for a week or two. Frequent checking will give you a better chance to apply.
- Resume and cover letter reviews - Now is the time to revisit your resume and cover letter. Laura and Katie are both happy to review any revisions you need.

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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.

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### ***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 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

***Pro Bono Awareness - OPD Approved 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. If you need help finding an attorney who does pro bono work, please contact either Laura or Katie for assistance.

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### **U.S. Army JAG Information Session Wednesday, January 27th, noon - 1:00pm, via Webex**

Interested in a career as an U.S. Army Judge Advocate General? Want to know what life is like as a lawyer for the military? Join Captain Christian Woo for a virtual presentation about the U.S. Army JAG Corp and 1L Summer 2021 Internships

Captain Woo will talk about the recruiting process, life as a lawyer for the Army, career paths, and answer your questions! Captain Woo will also be conducting Field Screening Interviews for 1L Internships on February 17. Make sure to sign up by submitting your application documents: <https://law-utoledo.12twenty.com/job-postings/31999904695280>

Not sure if you want to interview? Attend the presentation, if you are interested in interviewing, reach out to OPD directly after the presentation and we will get you on Captain Woo's schedule.

*\*\*Attendance at this event counts as Networking & Skills, employer panel. Please remember to report your attendance after attending Captain Woo's presentation.*

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### **Government and Public Interest Forum Tuesday, February 2, 2021, 5:30-7:00, via Webex (see link in TLCN)**

**REGISTER NOW - DEADLINE IS 1/28!**

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The Government and Public Interest Forum will be Tuesday, February 2, 2021 from 5:30-7:00 pm via Webex. Employers from various government agencies and organizations and public interest organizations will be in attendance to talk about their organizations and opportunities for students and graduates. Many employers will be collecting resumes (***you can submit your resume for each employer via TLCN's OCI and Job Listing page***), and holding interviews the week of February 15th for summer positions.

**PLEASE NOTE:** You must submit your resumes directly with the employer on the OCI and Job Listing page (links below) **AND** attend GPIF in order for your resume to be forwarded to the employer.

**Spring 2021 Starts:** If you would like to apply during GPIF, you must complete the fall class meeting video, resume and cover letter video, and other application documents video by **Noon on Tuesday, January 26** and complete your resume review meeting by **5pm Friday, January 29th**. Failure to complete the resume review meeting and make the required updates will result in your application(s) not being forwarded.

*How to register:* Click [here](#). Registration is required by 5:00 on Thursday, January 28th.

*Note:* This is how most students found their government and public interest jobs last summer!

*Dress code:* Suit

*Confirmed employers:*

- City of Toledo Law Department - submit resume [here](#)
- Toledo City Council
- Lucas County Children Services - submit resume [here](#)
- U.S. Army JAG
- Federal Public Defender - submit resume [here](#)
- National Labor Relations Board, Region 7 (Detroit/Grand Rapids)
- Indiana Department of Child Services - submit resume [here](#)
- Federal District Court - Judge Zouhary's chambers - submit resume [here](#)

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- Toledo Bar Association Pro Bono Services
  - Advocating Opportunity - submit resume [here](#)
  - Toledo Legal Aid Society - submit resume [here](#)
  - Legal Aid of Western Ohio - submit resume [here](#)
  - U.S. Attorney's Office, Northern District of Ohio, Toledo Office

*\*\*Attendance at this event counts towards a "Networking and Skills Event-Government and Public Interest Forum." Please remember to report your attendance.*

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**Careers in Estate Planning**  
**Wednesday, February 10, 4:30-5:30pm, via Webex (link coming soon)**

Careers in Estate Planning is hosted by the Business Law Society and will highlight individuals on the Toledo Estate Planning Council. This informative event will explore an area of law beyond the classroom. Please join the Business Law Society as they host an exuberant discussion and welcome members of the Toledo Estate Planning Council.

*\*\*Attendance at this event counts towards a "Networking and Skills Event-Additional Approved Activity" Please remember to report your attendance.*

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**U.S. Air Force JAG Information Session**  
**Thursday, February 18, noon - 1:00pm, via Webex**

Captain Keshat Lemberg will conduct an information session about the U.S. Air Force JAG program starting at noon on Thursday, February 18<sup>th</sup>. Link to attend will be in TLCN prior to event.

If you are interested in staying after the presentation to have an informational interview with Capt. Lemberg, she is more than happy to do so! Please contact Katie Schuyler at [kate.schuyler@utoledo.edu](mailto:kate.schuyler@utoledo.edu), and she will set it up.

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Register by February 17<sup>th</sup> – click [here](#).

*\*\*Attendance at this event counts as Networking & Skills, employer panel. Please remember to report your attendance after attending Captain Lemberg's presentation.*

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## **Job Fairs**





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

### U.S. NAVY JAG CORPS SPRING 2021 WEBINAR INFORMATION

Are you interested in learning about the Navy Judge Advocate General Corp? Applications for the Spring 2021 Student Program (2L/3L) are now being accepted! The deadline to request a structured interview is February 5, 2021. Visit the U.S. Navy JAG Corps careers [website](#) or join the below webinars to find out about the Student Program and how to apply.

Webinars will take place on Microsoft TEAMS. When you are asked to sign in, please provide the following information: your whole name, law school attending, and if you are a 2L or 3L.

Webinar Schedule:

Tuesday, January 26 at 11:00 **CST** – register [here](#)

Thursday, January 28 at 3:00 **CST** – register [here](#)

Tuesday, February 2 at 9:00 **CST** – register [here](#)

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### EQUAL JUSTICE WORKS – DISASTER RESILIENCE PROGRAM

Equal Justice Works is excited to share that the student application for the Disaster Resilience Program is now available! The [Disaster Resilience Program](#) mobilizes Equal Justice Works Fellows to provide free civil legal aid in disaster-prone areas to ensure vital legal services are accessible to rebuild lives, stabilize communities, and create resilience. **As a law student, you can support and work alongside an Equal Justice Works Fellow this summer through this incredible program.**

Student Fellows will spend eight to ten weeks serving at legal aid organizations, while developing valuable skills and gaining hands-on

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experience in several areas of disaster recovery. **Students earn \$5,000 for working 300 hours during the summer of 2021.**

Interested in becoming a Student Fellow in the Disaster Resilience Program? Here are some tips on how to get started:

**Learn More About the Disaster Resilience Program.** Find out more about the Student Fellowship and application timeline by [reading this blog post](#) and visiting [our website](#). Reach out to our team at [students@equaljusticeworks.org](mailto:students@equaljusticeworks.org) if you have questions.

**Review the Host Organizations.** [View the legal aid organizations hosting Student Fellows this summer](#), and the corresponding Fellow profiles. You'll be asked to select one host site when you apply for the program. *Due to COVID-19 restrictions, please pay special attention to whether each opportunity is remote or in-person.*

**Apply for the Program!** [Applications will be accepted](#) until **February 16, 2021**. After the application closes, you will be contacted by the host organizations if selected for an interview. All Student Fellows will be selected by no later than March 20, 2021.

Click [here](#) to apply

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## The ABA Business Law Section is currently accepting papers for the 2021 Mendes Hershman Student Writing Contest. All submission materials are due February 26, 2021.

We invite you to encourage any qualified law students to submit a paper for this contest.

The ABA Section of Business Law is sponsoring its annual Mendes Hershman Student Writing Contest to encourage and reward law students for their writings on a business law subject of general and current interest.

To enter you must be at least 21 years of age, a legal US resident, and enrolled in an ABA-accredited JD or LLM degree program.

Papers must be written in 2019-2020, or the current academic year. Entries will be judged on the following criteria: research and analysis, choice of topic, writing style, originality, and contribution to the literature available on the topic. The paper may be specifically prepared for this contest; submitted in a class, seminar, or as an independent study; or a proposed law review/journal note, comment or article. Papers submitted are normally 20-30 pages long but should not exceed 100 pages of double-spaced typed text, including footnotes. Students need not be members of the Section of Business Law to participate.

The winner of the first-place paper will receive a \$1,000 cash prize. Outstanding first-place papers may also be included in [The Business Lawyer](#), a quarterly publication that is the premier business law journal in the country. Second and third-place papers are eligible for publication in [Business Law Today](#), the digital platform of curated, peer-reviewed content for the ABA Business Law Section.

All entries must be submitted electronically, on or before **midnight** CST February 26, 2021. To view complete contest rules and more information [click here](#). We look forward to receiving your submission!

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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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# Howard C. Schwab Memorial Essay Contest

Share this:



## About the Contest

The purpose of the Howard C. Schwab Memorial Essay Contest is to create greater interest in the field of family law among all law students, and particularly the Law Student Division of the American Bar Association.

This annual contest, conducted by the ABA Section of Family Law, was established by the Toledo Bar Association and the Ohio Bar Foundation as a memorial to Howard C. Schwab, a Past President of the Toledo Bar Association and Past Chairman of the Family Law Committee of the Ohio Bar Association. He was Chairman-Elect of the Section of Family Law at the time of his death on February 24, 1969. In 1985, the Section of Family Law assumed full responsibility for sponsoring this contest.

Each year, the Section of Family Law's Schwab Essay Contest Committee judges eligible essays written by law students to determine first, second, and third-place winners, who are awarded monetary prizes, as well as publication of the winning entries on the Section's website and possible inclusion in a future issue of the Section's scholarly journal, the *Family Law Quarterly*.

Entries are due April 9, 2021  
For 2021 Content Information and the Entry Form, please click [here](#).

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**COMMUNITY FUND FOR BLACK BAR APPLICANTS**

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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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## **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.

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.

## Jobs of the Week

**Below are jobs for students. For full job descriptions, please click on the Job Title.**

Job Title	Employer Name
<a href="#">Summer Honors Clerkship Program</a>	U.S. Environmental Protection Agency
<a href="#">ABA-Accenture Summer Internship</a>	Accenture
<a href="#">Law Clerk Program Office of Regional Counsel (Summer)</a>	U.S. Environmental Protection Agency
<a href="#">Law Student Volunteer, National Courts Section</a>	Department of Justice
<a href="#">Twin Cities Diversity in Practice 1L Clerkship</a>	Taft Stettinius
<a href="#">2021 Summer Associate</a>	Littler Mendel
<a href="#">Summer 2021 Intern (Remote Work Possible)</a>	Iowa Dept. of Justice Office of the AG
<a href="#">LCLD 1L Scholars Program</a>	Clark Hill PLC
<a href="#">2022 Diversity in Leadership Fellowship</a>	Law and Leadership
<a href="#">Law Clerk (during JD job)</a>	Foley & Robinson
<a href="#">Internship/Externship</a>	U.S. District Court District of Ohio
<a href="#">Internship/Externship</a>	Indiana Department of Services



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[Internship/Externship](#)

Lucas County Childre  
Services

[Internship/Externship](#)

Federal Public Defer

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