



# TOLEDO LAW

THE UNIVERSITY OF TOLEDO

## Office of Professional Development Newsletter

### *IN THIS ISSUE*

**Professional  
Development Program  
(PDP)**

**Upcoming Programs**

**OPD Evening Hours**

**Professional  
Development  
Opportunities**

**Job Fairs**

**Legal Programs,  
Scholarships, and  
Contests**

- 12th Annual Conference on Women in the Law - March 13, 2020
- College of Labor and Employment Lawyers Annual Law Student Writing Competition - Deadline June 15, 2020

**Jobs of the Week**

**General Info**

- Join a bar association!
- Find archived newsletters [here](#)
- 2018 AFL-CIO Lawyers Coordinating Committee Directory of Members - Now Available in the OPD
- OH and MI Bar Deadlines

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## Professional Development Program

## Professional Development Program

### Student Instructions

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 class folder will include the activity categories and numbers of activities required for each class year. This 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:

**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 and/or via emails sent by OPD staff. Some activities may be “on-demand” or web-based. Additionally, these activities will likely require pre- or post-work such as filling out a professional identity assessment or updating your application documents.

**Networking and Skills Events:** These are events sponsored, or co-sponsored by OPD, and generally involve participation by Toledo Law alumni or friends of the law school. OPD staff will publicize notice of events that qualify under this category in the OPD newsletter and/or by email.

**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.

**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 a 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.

**Tracking:** This webcourse should be used tracking your completed activities. You are responsible for reporting the activities that you completed. The Office of Professional Development will track attendance at all mandatory *in-person* activities. Note, if you complete a mandatory activity on-demand, you are responsible for tracking it in the “2019-2020 Professional Development Program (PDP)” webcourse.

**Turn-in:** You are required to report each Networking and Skills, Pro Bono Awareness, and Professional Exploration activity by end of the semester in which you complete the number of credits for each class level. This is your “reporting period.” Reporting is done via the “2019-2020 Professional Development Program (PDP)” webcourse, and should be done in the appropriate drop-box or questionnaire for each activity.

For example, if you are a full-time 1L student who started in August 2019 and completed 30 hours by the end of Spring 2020, you would report your 1L activities by the end of the Spring 2020 semester for the “1L reporting period.” If you are a part-time 1L student who started in August 2019 and completed 30 hours by the end of Spring 2021, you would report your activities by the end of the Spring 2021 semester.

2-year JD students will only complete the first and second reporting periods.

Contact [OPD@utoledo.edu](mailto:OPD@utoledo.edu) with questions about the Professional Development Program (PDP).

For the checklist of activities, log into Blackboard > "2019-2020 Professional Development Program (PDP)" and click on the appropriate folder for your reporting period under "Content."

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## Upcoming Programs

### **Government and Public Interest Forum: Tuesday, January 28th, 5:30-7:30 SLK Lounge**

The Government and Public Interest Forum will be Tuesday, January 28th, 5:30-7:30 in SLK. Employers from various government agencies 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 at this event, and holding interviews on February 7th for summer positions. Please be sure to keep Friday, February 7th for potential interviews!

Registration on TLCN closed - see OPD if you are interested in attending.

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

Dress code: Suit

Confirmed employers:

- Lucas County Domestic Relations
- Legal Services of South Central Michigan
- Wayne County Prosecutor's Office
- City of Toledo, Department of Law - Civil Section
- National Labor Relations Board, Region 7 (Detroit/Grand Rapids)
- Federal District Court, Judge Zouhary's Chambers
- Ohio Attorney General - Toledo Regional Office
- U.S. Attorney's Office, Northern District of Ohio, Toledo Office
- Advocating Opportunity
- Legal Aid of Western Ohio, Inc.
- Toledo City Council
- Toledo Municipal Court - Judges' Division
- Toledo Bar Association, Pro Bono Legal Services Program
- United States Coast Guard
- United States Marine Corps
- Indiana Department of Child Services
- Lucas County Children Services
- City of Toledo - Prosecutor's Office
- Ohio Sixth District Court of Appeals
- Toledo Legal Aid Society

Appetizers served.

\*\*Attendance at this event counts as a "Networking and Skills Event"

## **Diversity and Inclusion Summer Programs**

**2020: Tuesday, January 28th at 11:50, Room 1002 and  
Wednesday, January 29th at 5:15, Room 1002**

Many law firms and bar associations around the country host minority clerkship programs or have diversity program opportunities available during the summer. Attend this OPD session to hear about local opportunities and what to keep in mind/where to look if you are interested in exploring similar opportunities outside the OH/MI area.

Pizza will be provided.

RSVP on TLCN by 5:00 on Monday, January 27th to attend either session.

## **US Navy JAG Corps Presentation AND INTERVIEWS: Wednesday, February 5th, 11:50, Room 1012**

LT Fisch of the U.S. Navy JAG Corps will be visiting the College of Law on Wednesday, February 5th. There will be a lunchtime presentation in Room 1012, followed by structured interviews.

To sign up for a structured interview, email [INTERVIEWREQUEST9RLSOMW@NAVY.MIL](mailto:INTERVIEWREQUEST9RLSOMW@NAVY.MIL) AND [jacobfisch@navy.mil](mailto:jacobfisch@navy.mil) by January 29th.

To apply to the Navy JAG Corps, you need to have completed a structured interview and an online application. The online application and structured interviews must be completed by February 7th for 3Ls and April 3rd for 2Ls.

The online application is available

at: [https://www.jag.navy.mil/careers\\_/careers/opportunities\\_sp.html](https://www.jag.navy.mil/careers_/careers/opportunities_sp.html)

Pizza provided for those who RSVP on TLCN by noon on Tuesday, February 4th.

\*\*Attendance at this event counts as a "Networking and Skills Event"

## **US Air Force JAG Presentation: Tuesday, February 11th, 11:50, Room 1012**

Captain Keshat Lemberg will be on campus to hold an information session about the US Air Force JAG program from 11:50-12:50 in room 1012.

RSVP on TLCN by noon on Monday, February 10th.

\*\*Attendance at this event counts as a "Networking and Skills Event"

## **SAVE THE DATE!**

### **PILA AUCTION: FRIDAY, FEBRUARY 28TH, 6-9:00 pm**

Tickets will go on sale soon! Proceeds from this auction will fund summer fellowships for students working in public interest legal organizations across the country. Please plan on attending (and bringing guests!) to support your fellow students while enjoying appetizers, and live and silent auctions.

## RSVP POLICY

### Please note The Office of Professional Development's RSVP Policy:

The Office of Professional Development will be following a strict RSVP policy for the 2019-2020 school year. Any programming put on by OPD that advertises that pizza or food will be provided, requires an RSVP by the date listed. OPD will only order food for those that RSVP by the deadline. This includes required programming, such as mandatory class meetings, specifically whether you are attending at 11:50am or 5:15pm.

Additionally, other programming such as networking events or events with alumni involvement, may list a required number of RSVPs by a certain deadline to go forward. If the number is not reached, the event may be canceled. Please RSVP to these events as soon as you know you will be able to attend.

RSVP early, often, and encourage your friends!

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## OPD Evening Hours

The OPD staff is available in the evenings by appointment only. If you would like to make an appointment, please contact us at [opd@utoledo.edu](mailto:opd@utoledo.edu) or 419-530-2851.

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## Professional Development Activities



Activities below count towards your Professional Development Program (PDP) Activities. If you have any questions, or would like an activity advertised here and count towards your PDP, please contact Katie Schuyler at [kate.schuyler@utoledo.edu](mailto:kate.schuyler@utoledo.edu). Remember to report your completed activities on the Blackboard Course under your reporting period folder.

Please reach out to OPD if you have questions, suggestions, or need help finding an activity that fits within your schedule.

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### **Toledo Bar Association Pro Bono Clinics**

The Toledo Bar Association has many pro bono clinics coming up in the near future. You can register to volunteer [here](#). Once you register, email Michelle Tussing to let her know you are a student.

**Note:** If you sign up, you are committing to participate, if you can no longer participate for any reason, you must inform Michelle Tussing as soon as possible. Michelle's email is [MTussing@toledobar.org](mailto:MTussing@toledobar.org)

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## **Legal Programs, Scholarships, and Contests**



# LOOKING FOR A MEANINGFUL LEGAL EXPERIENCE?

Stipend

\$5,000

+  
Travel,  
accommodations and  
food at seminars held  
in Columbus

APPLY  
BY  
JANUARY 15

Learn more and apply  
at

<https://www.lawandleadership.org/diversity-in-leadership/>

## DIVERSITY IN LEADERSHIP FELLOWSHIP

The Diversity in Leadership Fellowship is a 1-year fellowship beginning in February 2020. Open to first and second year law students in good standing, the fellowship seeks to create a generation of leaders who are culturally competent, who are confident in their diversity and leadership expertise, and who are committed to championing these issues as they lead now, and as they continue to positions of higher leadership in the future.

The Fellowship consists of three components:

**Seminars with public officials; board members of non-profit organizations; speakers offering perspectives from the judiciary, corporate offices, firms, and government offices; and experts in issues of Diversity & Inclusion;**

**Training on how to successfully implement a legal diversity pipeline program by teaching high school students in the Law and Leadership Institute; and**

**Experiential and academic research on issues impacting diversity and inclusion.**

Diversity in Leadership Fellows will become assets to law firms, government organizations, and corporations - all of whom have expressed a renewed commitment to D&I programming in the workplace. Prepare yourself to lead. Apply today to become a 2020 Diversity in Leadership Fellow!

**\*\*\*DEADLINE FOR APPLICATIONS HAS BEEN EXTENDED UNTIL JANUARY 31ST \*\*\***





Students are **welcome to volunteer** to support conference staff **by completing the survey:** [https://osu.az1.qualtrics.com/jfe/form/SV\\_6o2rJ7UAUozao6N](https://osu.az1.qualtrics.com/jfe/form/SV_6o2rJ7UAUozao6N) before mid-February. Students can volunteer for morning, afternoon, or day-long sessions. Further, students are welcome to submit a 500 word [or less] news-style story to Moritz's Program on Dispute Resolution. All submissions will be considered for publication in an e-newsletter.

For more information, please  
see: <http://www.sc.ohio.gov/JCS/disputeResolution/default.asp>

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## MS. JD'S 12th ANNUAL CONFERENCE ON WOMEN IN LAW

MARCH 13, 2020 | NORTHWESTERN PRITZKER SCHOOL OF LAW

**On Friday, March 13, 2020, Ms. JD will host our 12<sup>th</sup> Annual Conference on Women in the Law: When Women Lead at Northwestern Pritzker School of Law in Chicago, Illinois.**

The conference will feature a celebration of Ms. JD Honors recipients and panels and workshops on a diverse set of topics including alternative legal careers, personal branding, and strategies for career success. Conference attendees will also enjoy ample time for networking and empowering breakout sessions.

Ms. JD's annual conference presents a unique opportunity to meet with fellow women in the law, network and learn to be a more effective advocate.

Confirmed speakers include: Wendy Webb Williams, Chief Legal Officer at Sara Lee frozen Bakery; Sonya Som, Partner at Heidrick & Struggles; Phyllis Harris, General Counsel at American Red Cross; Kori Carew, Chief Inclusion & Diversity Officer at Seyfarth Shaw; and Lauren Bright, Legal Director at the Bill & Melinda Gates Foundation.

For a full list of speakers, and to purchase your tickets at the special early bird rate, visit: <http://bit.ly/msjd-2020-conference>

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**ANNOUNCEMENT FOR –  
The College of Labor and Employment Lawyers and  
American Bar Association Section of Labor and Employment Law  
Annual Law Student Writing Competition for 2020**

The ABA Section of Labor and Employment Law and The College of Labor and Employment Lawyers are pleased to announce their 2020 writing competition. This competition is open to articles written while the author is an active student at an accredited law school in the United States. Authors may not have graduated from law school prior to December 1, 2019. Graduate students in law school (LLM candidates) are not eligible.

Prizes are as follows: First Place: \$3000; Second Place: \$1000, and Third Place: \$500. The first-place winning article may be selected for publication in the **ABA Journal of Labor & Employment Law**. In addition, the author of the first-place paper will be a guest at the ABA Annual Section of Labor and Employment Law Conference and honored at the Annual Induction Dinner of the College of Labor and Employment Lawyers. The College and the Section reserve the right not to select any article for publication or award any prizes if, in their judgment, the submissions do not meet their standards for outstanding legal writing.

Articles must be submitted by midnight (EDT) on June 15, 2020.

For complete rules, please

visit: [https://www.laborandemploymentcollege.org/images/pdfs/AME\\_COL\\_W  
RITING\\_COMPETITION\\_ANNOUNCMENT\\_AND\\_RULES\\_2020.pdf](https://www.laborandemploymentcollege.org/images/pdfs/AME_COL_W<br/>RITING_COMPETITION_ANNOUNCMENT_AND_RULES_2020.pdf)



## Jobs of the Week

Below are a few select job postings for students. For the full posting and to view other positions go to [TLCN](#). Apply as soon as possible!

<b>Job Title</b>	<b>Employer Name</b>
<a href="#">1L Diversity Fellowship</a>	McGlinchy Stafford PLLC
<a href="#">Air Force JAG Corps 2020 Summer Externship</a>	US Air Force JAG Corps
<a href="#">2020 1L Scholars Program - Leadership Council on Legal Diversity</a>	Faegre Baker Daniels LLP
<a href="#">Summer 2020 and Academic-Year Clerkship</a>	US EPA Region 3
<a href="#">Law Clerk</a>	Cincinnati Insurance Companies' Counsel in Toledo
<a href="#">2020 Summer Internship</a>	Major League Baseball
<a href="#">Summer Associate</a>	Main Diversity Summer Associate
<a href="#">2020 Summer Diversity Clerkship Program</a>	Greater Dayton Area Diversity & Legal Roundtable
<a href="#">Summer Externship</a>	The Supreme Court of Ohio
<a href="#">2020 Wolverine Bar Summer Clerkship</a>	Wolverine Bar Association
<a href="#">2020 TFAS Summer Law Fellowship</a>	The Fund for American Studies
<a href="#">Summer Intern</a>	Kegler Brown Hill + Ritter - <b>Will be on campus interviews on 2/12!</b>
<a href="#">Legal Internship</a>	Cummins Inc.
<a href="#">Minority Clerkship Program</a>	Grand Rapids Bar Association
<a href="#">Volunteer law clerk</a>	ABLE

<a href="#"><u>Summer Fellowship</u></a>	Rural Summer Legal Corps
<a href="#"><u>Rural Summer Legal Corps</u></a>	Equal Justice Works
<a href="#"><u>Summer Legal Intern</u></a>	Pennsylvania Innocence Project
<a href="#"><u>Immigration Summer Legal Corps</u></a>	Equal Justice Works
<a href="#"><u>Summer Associate and Diversity Scholarship</u></a>	Shumaker, Loop & Kendrick, LLP
<a href="#"><u>Legal Intern</u></a>	Wood County Public Defender
<a href="#"><u>Summer Associate - 2L</u></a>	Loevy & Loevy
<a href="#"><u>Justice Summer Associate</u></a>	Loevy & Loevy
<a href="#"><u>1L Diversity Clerkship</u></a>	Van Ness Feldman
<a href="#"><u>Litigation Clerkship/Externship Program</u></a>	Goldwater Institute
<a href="#"><u>2020 Summer Clerkship</u></a>	Appalachian Research and Defense Kentucky
<a href="#"><u>Legal Internship (Spring, Summer and Fall)</u></a>	White House, Office of Science and Technology Policy
<a href="#"><u>Extern</u></a>	Federal Public Defender

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## General Info

**Join a bar association!** Getting to know your local bar association and their members is a great way to network with attorneys. Some bar associations are even free for law



students.

[American Bar Association](#)

[Columbus Bar Association](#)

[Cleveland Bar Association](#)

[Detroit Bar Association](#)

[Ohio State Bar Association](#)

[Federal Bar Association](#)

[State Bar of Michigan](#)

[Toledo Bar Association](#) - Join the bar by filling out [this application](#)

[Toledo Women's Bar Association](#)

[Washtenaw County Bar Association](#)

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Find archived newsletters [here](#)

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### **PLEASE NOTE - MPRE Test Changes:**

- The test will be administered on Thursday, March 12, and Friday, March 13, 2020. The MPRE is no longer administered during a single two-hour period on Saturday. Instead, students will select one of several two-hour

appointment times on one of the two weekday test dates. There will also be weekday administrations for the August and October MPRE administrations.

- The test will be administered on a computer at a Pearson VUE testing center. This is a new location compared to past administrations. Students will select a testing center when they schedule their test appointment.
- **The registration deadline is February 12, 2020.** There is no late registration deadline. The earlier students register with NCBE and schedule their appointment with Pearson VUE, the more likely they will be to get an appointment with their desired location, date, and test time.
- If students plan to test in March and will be seeking accommodations under the ADA, they should apply for accommodations as soon as possible to allow us time to review their application. Those applying for accommodations should check their NCBE File Cabinets frequently for updates on their accommodations applications.

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For links to state bar exam websites, [click here](#).

## Ohio Bar Exam Info

2020	
Feb. 25 - 27	Administration of the February 2020 Bar Examination
April 1	<b>Deadline:</b> Application to take the July 2020 bar examination <b>Note: The dates for the July 2020 bar examination are July 28 - 29</b>
May 1	Release of the results of the February 2020 bar examination
May 10	<b>Deadline:</b> Late Application to take the July 2020 bar examination

May TBD	Admissions Ceremony for successful February examinees who have met all admission requirements - Palace Theatre, 2 p.m. The May TBD Bar Admissions ceremony will be recorded as a service for the newly admitted attorneys, their families and guests. The video will contain coverage of the entire event, including all speakers and the presentation of wall certificates. This video can be viewed in the <a href="#">Supreme Court video archive</a> .
July 28 - 29	Administration of the July 2020 bar examination
Aug. 15	<b>Deadline:</b> Late Application to register as a candidate for the February 2021 bar examination
Oct. TBD	Release of the results of the July 2020 bar examination
Nov. 1	<b>Deadline:</b> Application to take the February 2021 bar examination <b>Note: The dates for the February 2021 bar examination are Feb. 23 - 24</b>
Nov. TBD	Admissions Ceremonies for successful July examinees who have met all admission requirements - Palace Theatre, 10:30 a.m. or 2 p.m. The time of the ceremony is based upon the law school attended by the examinee. <a href="#">View the list by school</a> . The Nov. TBD Bar Admissions ceremony will be recorded as a service for the newly admitted attorneys, their families and guests. The video will contain coverage of the entire event, including all speakers and the presentation of wall certificates. This video can be viewed in the <a href="#">Supreme Court video archive</a> .
Nov. 15	<b>Deadline:</b> Timely <a href="#">Application to Register as a Candidate for Admission</a> to the Practice of Law (for applicants in the second year of law school)
Dec. 10	<b>Deadline:</b> Late Application to take the February 2021 bar examination

[MORE ABOUT IMPORTANT DATES](#)

**IMPORTANT:** Every applicant who intends to take the Ohio bar examination shall file with the Office of Bar Admissions of the Supreme Court an Application to Register as a Candidate for Admission to the Practice of Law by November 15 of the applicant's second year of law school. *(This means in your second year of law school, whether you are on the Full-Time or Part-Time track, no matter when you plan to graduate!)* [Click here for more details.](#)

## Michigan Bar Exam Info

[MORE ABOUT MICHIGAN DEADLINES](#)

**DEADLINES FOR OTHER STATES VARY, PLEASE CHECK WITH THE STATE IN WHICH YOU PLAN TO TAKE THE BAR EXAMINATION FOR MORE DETAILS.**



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