



## Office of Professional Development Newsletter

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### OPD Hours

The Office of Professional Development is available between 8:30am – 5:00pm, Monday through Friday.

How to meet with us:

- Assistant Dean Heather Karns will be available for in-person appointments on Tuesdays, Wednesdays, and Thursdays during business hours, virtual appointments can also be arranged. Schedule an appointment by emailing [Heather.Karns@utoledo.edu](mailto:Heather.Karns@utoledo.edu)
- Laura Dettinger, Director, is available for in-person appointments and drop-ins on most Monday, Tuesday, and Wednesdays. Laura is remote on Thursday and Friday and as needed. Please email her at [laura.dettinger@utoledo.edu](mailto:laura.dettinger@utoledo.edu) to schedule an appointment.
- Katie Schuyler, Assistant Director, will be available for in-person appointments and drop-ins on most Tuesday, Thursday, and Friday afternoons. Katie is remote on Monday and Wednesday and as needed. Schedule an appointment by emailing [Kate.Schuyler@utoledo.edu](mailto:Kate.Schuyler@utoledo.edu) or check the appointments tab for availability (please make note of if the appointment is in-person or virtual when scheduling - if you prefer a particular format, please send her an email).
- Shannon McCune, Administrative Assistant, is available in-person during business hours Monday through Friday.

### Reminders/Announcements

- **2L/3L/4L Students:** Are you in need of a suit? Would you like a chance to be awarded \$250 to use to assist with the purchase of a suit and related accessories? Click [here](#) to apply for the **Jane McQuade Interview Suit Stipend!** Applications due by January 31st.
- **Summer Externship Application** - Due to Kimberly Blausey at [Kimberly.Blausey@utoledo.edu](mailto:Kimberly.Blausey@utoledo.edu) by 5 p.m. on Friday, February 18th. Application forms can be found [here](#). Submissions must include a TYPED application along with a resume, statements of goals and priors, unofficial transcript, and TYPED conflict of interest form. NOTE: All externship placements are tentative and depend on the ability of our externship partners to host externs in light of COVID-19.
- **Spring 2022 start students:** Make sure to book an appointment via TLCN with either Laura or Katie to talk about your career path and review your resume and cover letter.
  - Deadline to meet with Laura or Katie is **February 18th**- don't delay!
  - Resumes and cover letters must be attached to the appointment at the time of booking, and must be in a Word document.
- **Federal Work Study** Spring Applications are live. Submit your application [here](#).
- **MPRE Reminders/Announcements:**
  - Price increase: Starting in 2022, the cost of the MPRE will increase to \$150 from \$135.
- **NCBE price increase:** Effective July 1, 2022, the investigative services fee will be \$275 for law students (currently \$250).

### 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 happy to help in your search.

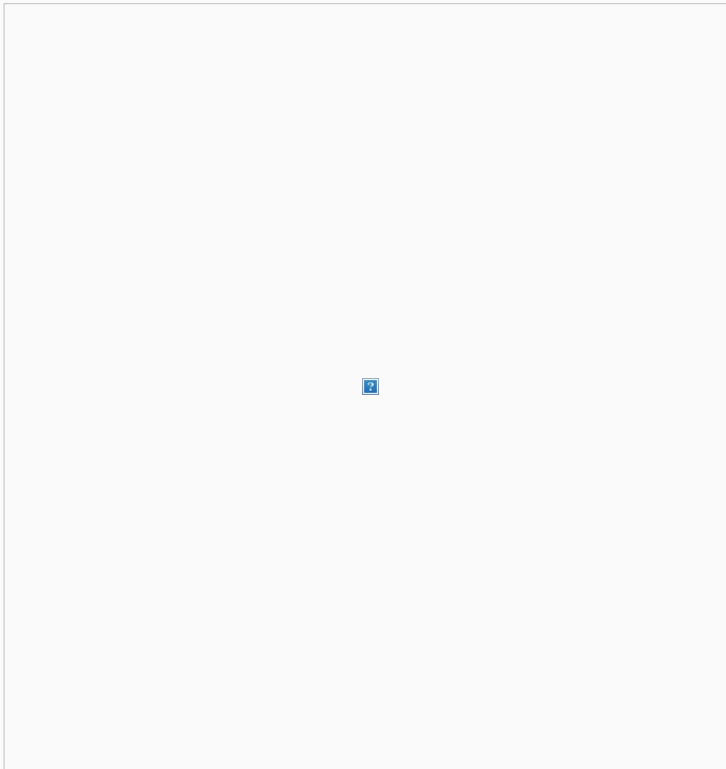
**Pro Bono Awareness Tasks:** Ohio, along with many other states, encourages pro bono work as part of a lawyer's professional duties to the public and justice system. Therefore, these tasks are not only

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.

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## Professional Development Program - Approved Activities

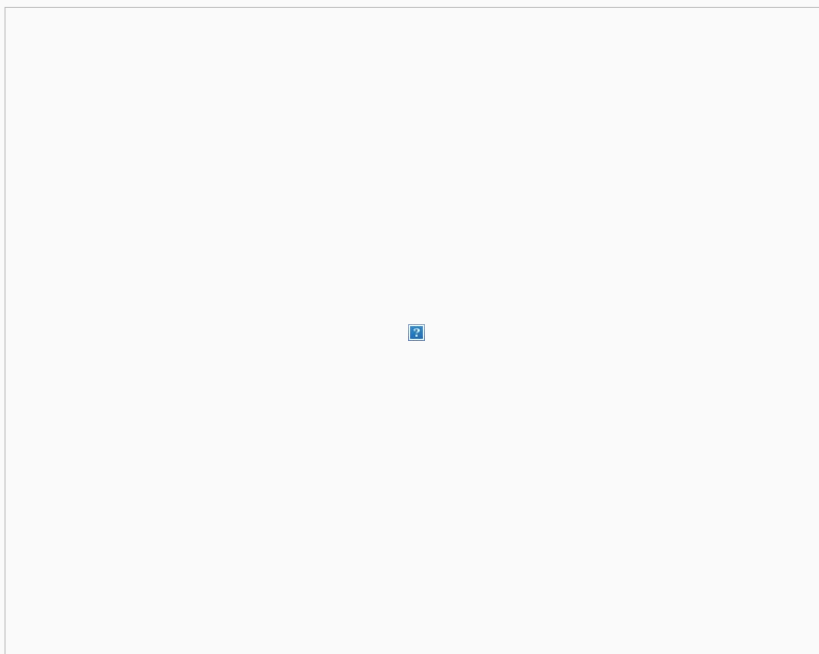
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To register, click [here](#).

*Attendance at this webinar is approved as Professional Exploration - Attend a bar association committee meeting. Please self-report your attendance on TLCN after the event.*

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To join, click this [link](#).

*Attendance at this panel is approved as Professional Exploration - Attend a bar association committee meeting. Please self-report your attendance on TLCN after the event.*

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## Law in the Public Sector

Wednesday, Feb. 9

6-8 p.m.

McQuade Law Auditorium

Join The University of Toledo Alumni Association, the Jesup Scott Honors College, and Toledo Law for an in-person discussion titled "Law in the Public Sector." A panel of Toledo Law alumni will speak about their career paths and how UToledo paved the way for their success. Nancy Miller '77, '77, '79, '88, chief magistrate for the Lucas County Probate Court will be moderating. Panelists include:

- Nicole Cote '21 – fellow, Ohio Access to Justice Foundation
- Judge Ian English '90, '97, '00 – judge, Lucas County Court of Common Pleas
- Ellen Grachek '99, '02 – senior director for faculty labor relations, The University of Toledo
- Alan Lapp '69, '72 – retired chief hearing examiner and deputy chief counsel, Ohio Environmental Protection Agency
- Judge Gene Zmuda '81, '84 – judge, Ohio Sixth District Court of Appeals

A virtual attendance option will be available. [Registration is required](#) for either in-person or virtual attendance.

*This event is approved as a PDP Networking and Skills Event – Additional Approved Program. Please remember to self-report your attendance on [TLCN](#).*

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## In-Person Government & Public Interest Forum

Tuesday, Feb. 15

4:30-6 p.m.

SLK Lounge

Connect with employers from various government agencies and public interest organizations, to learn more about opportunities for students. Many employers will be collecting resumes at this event and holding interviews in February for summer positions. This event is how most students found their government and public interest jobs last summer.

Dress code: Suit.

[Registration required on TLCN](#) by noon, Friday, Feb. 11.

*Attendance at this event is approved as Networking and Skills - Attend Government and Public Interest Forum for the Professional Development Program.*

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## Veteran Legal Clinic - DUE TO COVID, THE VA CLINIC HAS BEEN TEMPORARILY CLOSED. We will let you know when it resumes.

The Toledo Bar Association offers the clinics below twice a month. Please contact Maggie Humphrey, Pro Bono Director, at [mhumphrey@toledobar.org](mailto:mhumphrey@toledobar.org) to schedule a time to volunteer at these Pro Bono Clinics. TBA has just launched an updated volunteer page - check out opportunities [here](#) to learn more prior to calling Maggie.

1. **Juvenile Clinic**- You will assist individuals who are filling out court documents in Juvenile Court to file pro se. This clinic is held the first and third Thursday of each month at the Lucas Co Juvenile Court from 11:00-1:00.  
**\*The Juvenile Clinic was put on hold by the Court for the months of January and February due to rising COVID numbers. We are planning to return in March, but this is contingent on the Court re-opening to the public.**
2. **Pro Se Divorce Clinic**- This is an opportunity for you to observe a volunteer attorney assisting folks who are filing for divorce pro se. This clinic is normally held twice a month on Friday afternoons from 1:30-3:30 at the Law Library (905 Jackson St.).

You can sign up for both clinics at this link: [Pro Bono Clinic Sign up](#)

*\*Attending the Juvenile Court Clinic or the Divorce Clinic counts as a Pro Bono Awareness activity – Volunteer at a Bar Sponsored Pro Bono Clinic. Please remember to self-report your attendance after the clinic.*

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## To find additional Pro bono opportunities, explore these resources:

Toledo Bar Association – [Pro Bono Legal Services Program](#)

Wolverine Bar Association – [Pro Bono Council Committee](#)

Ohio Access to Justice Foundation – [Pro Bono Opportunities Guide](#)

Cleveland Metropolitan Bar Association – [Pro Bono Programs](#)

Dayton Bar Association – [Pro Bono Legal Services](#)

[Misc. Ohio resources](#)

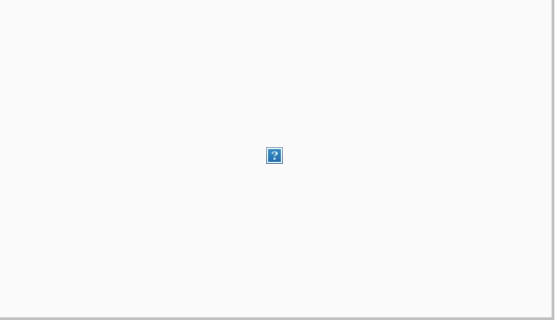
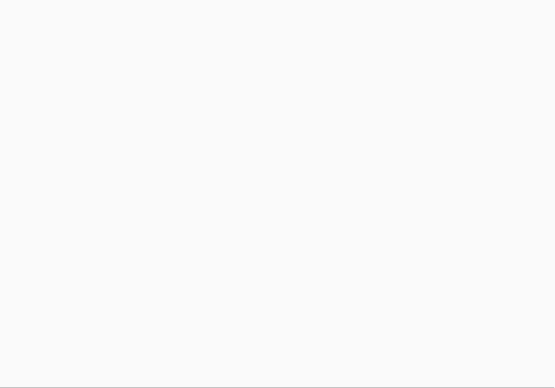
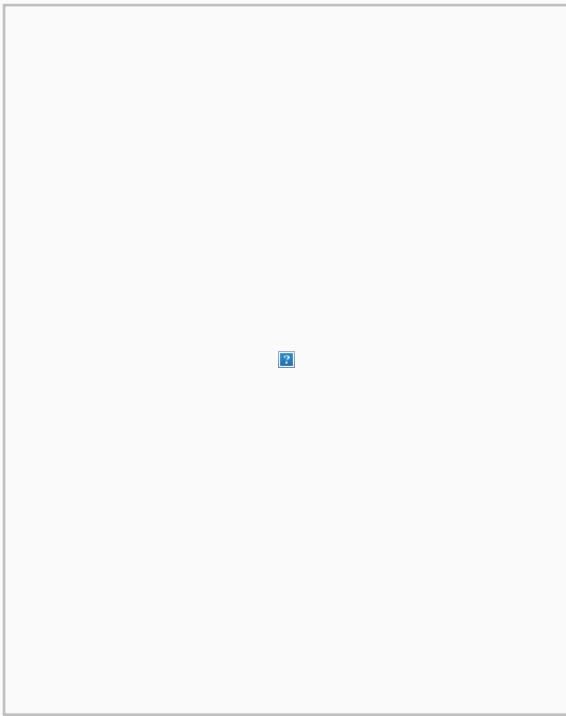
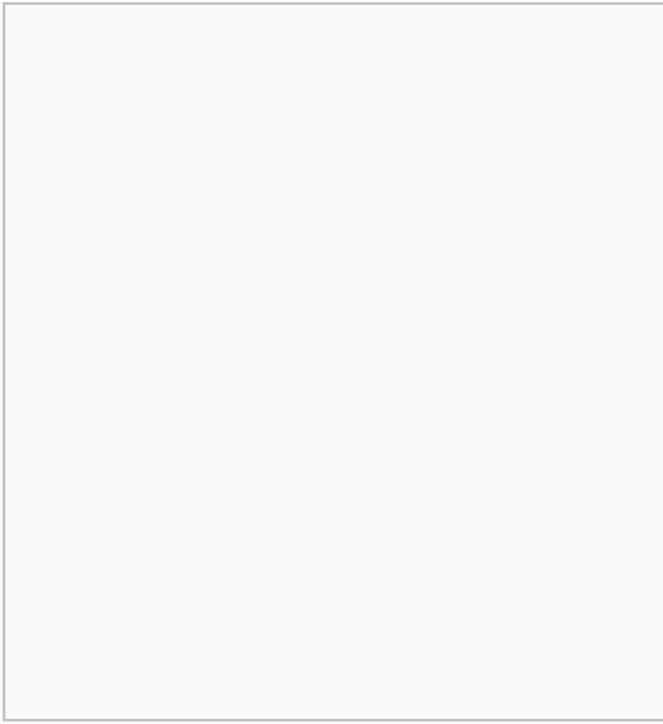
[Misc. Michigan resources](#)

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## PDP Deadlines:

- 0-30 Reporting Cycle: Last day of classes of the semester in which you earn your 30th credit hour.
  - 31-60 Reporting Cycle: Last day of classes of the semester in which you earn your 60th credit hour.
  - 61+ Reporting Cycle: Last day of classes before you graduate.
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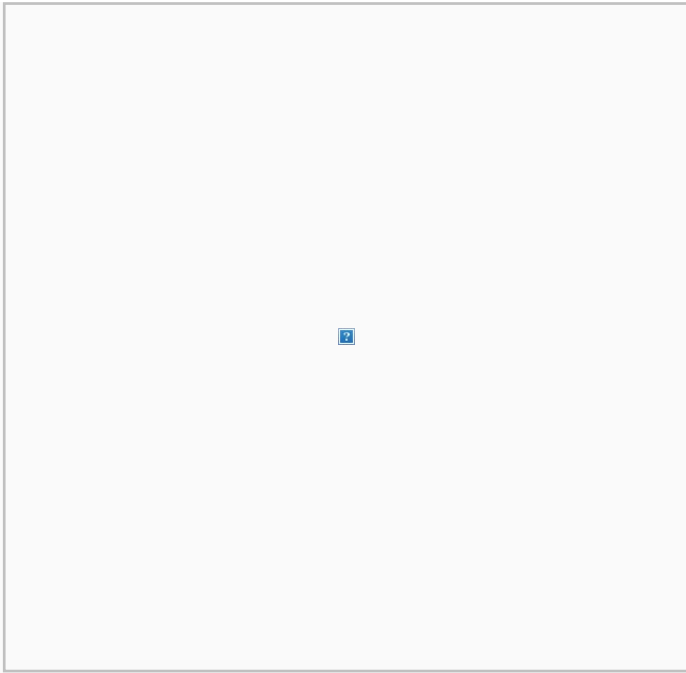
## Diversity Fellowships and Minority Clerkships



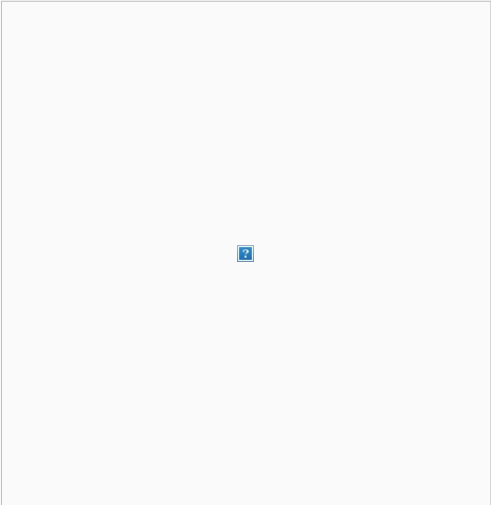
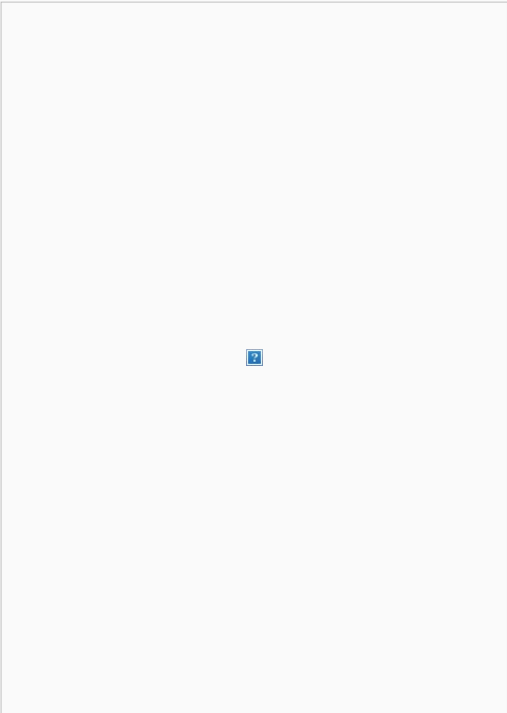
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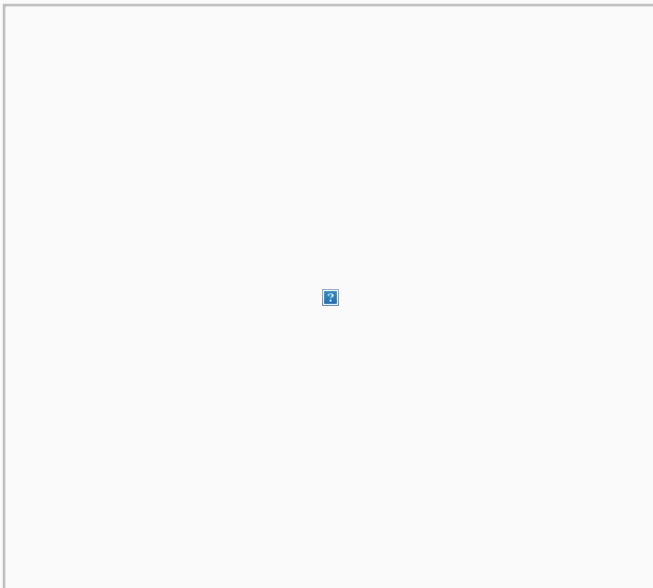
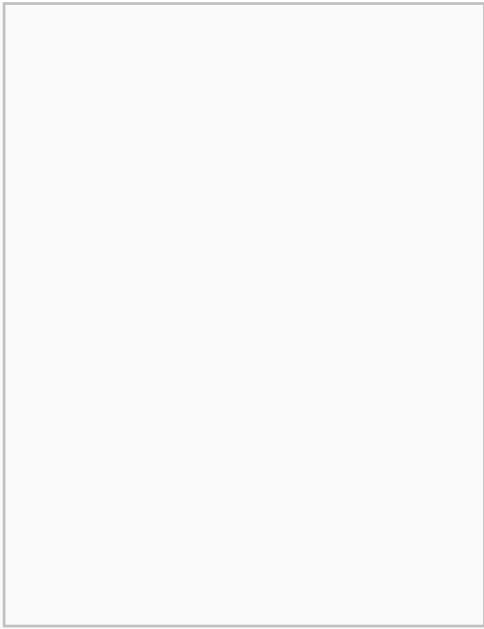
**Legal Programs, Scholarships, and Contests**

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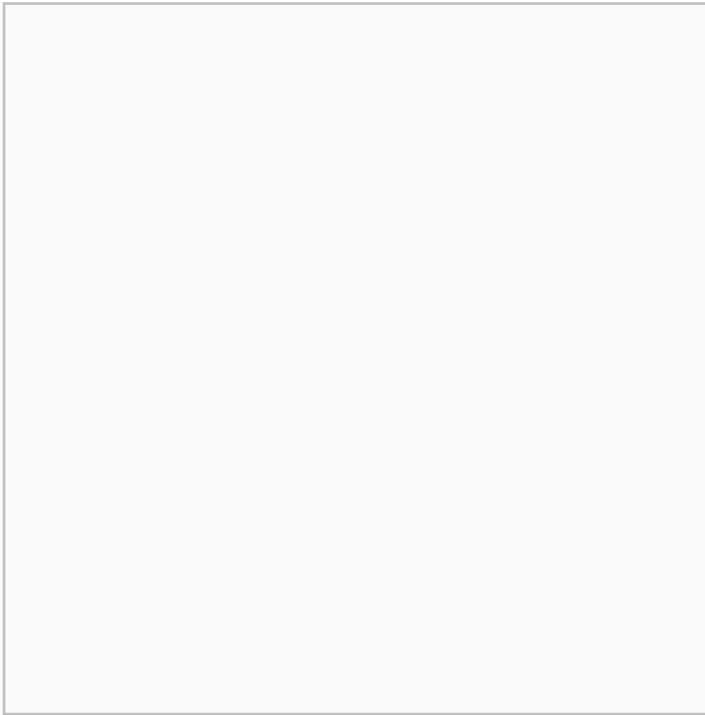


- Applications due February 11, 2022. For more information or to apply for the scholarship, click here: <https://bit.ly/3kWw5ZK>.





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- For complete rules, please see the attached PDF. All entries must be submitted by email to Professor Anita Singh Lemar at [anika.lemar@yale.edu](mailto:anika.lemar@yale.edu) no later than 11:59pm, CST, March 4, 2022.



To apply, please see the attached application.

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#### **LAW STUDENT DIVERSITY SCHOLARSHIP AND APPLICATION**

As part of our commitment to diversity, Michigan Auto Law is pleased to sponsor an annual Scholarship Program to provide financial support to students who contribute to the diversity of the law school student body as they pursue their legal career.

Our annual scholarship is \$2,000.

#### **Eligibility and Selection criteria includes:**

- The scholarship program is open to students currently in their first or second year of law school as well as students entering law school in the fall of 2022
- Recipient is a member of an ethnic or racial minority or demonstrates a defined commitment to issues of diversity within their academic career
- Recipient is a U.S. citizen accepted to or currently attending an accredited law school within the United States.
- Academic achievement as reflected by an undergraduate cumulative minimum 3.0 GPA

#### **Application Requirements – Application Deadline: June 1, 2022**

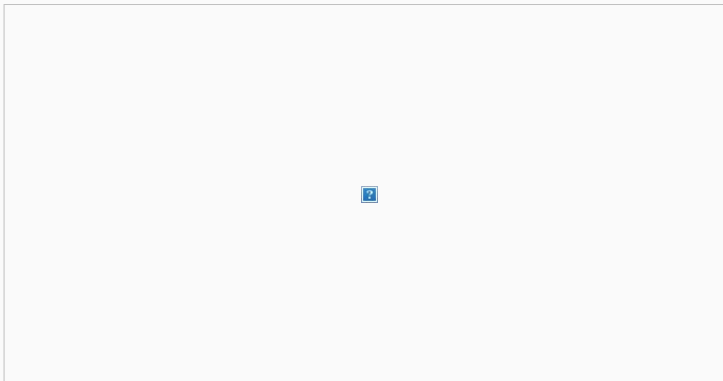
The Michigan Auto Law Scholarship Program is a competitive process. Applicants must submit the following items:

- A completed application
- If entering law school in the fall of 2022, a copy of your acceptance letter to law school
- A typed essay no more than three pages long describing your efforts to encourage greater racial or ethnic diversity within the student body of your law school and/or undergraduate program

The winner of the 2022 scholarship will be announced in August of 2022

To apply, please click [here](#).

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#### **What Does Justice Mean to You – Law School Scholarship Contest**

As [criminal defense attorneys](#) in Ohio, we believe in checks and balances found within the judicial system. We are proud to present our latest scholarship contest exclusively for law school students.

We want to hear from you!

*\*\*Due to the large volume of submissions that we typically receive, we request that you do not contact the firm asking about your submission for the scholarship contest. We will review every submission and the winner will be notified by email.*

#### **Essay Overview**

Understanding the justice system, why it is important for democracy, and how we can teach others the importance of our judicial system.

#### **Eligibility Requirements:**

- Applicants must be enrolled or accepted into an ABA accredited law school in the United States as of the fall 2021 semester.
- Applicants must submit their essay and other required information by Monday, August 1st, 2022.

#### **Essay Criteria:**

Please upload the following information:

- First / Last Name
- Email address
- Phone Number
- Transcript or proof of enrollment to your law school
- Copy of your essay submission (.doc, .docx, .pdf)

**Award Amount:**

One student will be selected via email and be awarded \$1,500 to put towards their law school education.

- \$1,500 dollars to one (1) person to put towards their law school tuition

**FAQ:**

**What is the deadline for submission?**

- Applications must be received no later than August 1st, 2022.

**When will the winner be selected and notified?**

- The winner will be selected and notified by no later than Monday, August 15th, 2022.

To apply, click [here](#).

## Jobs of the Week

Job Title	Employer Name	Application Due Date
<a href="#">Diversity Fellow</a>	McAndrews, Held & Malloy, Ltd.	1/31/2022
<a href="#">Law Clerk Program</a>	Texas Attorney General	1/31/2022
<a href="#">Law Clerk - 1Ls (Cincinnati and Hamilton offices)</a>	Legal Aid of Greater Cincinnati	1/31/2022
<a href="#">2022-2022 Diversity in Leadership Fellowship</a>	Law and Leadership Institute	2/1/2022
<a href="#">2022-2023 Diversity in Leadership Fellowship</a>	Law and Leadership Institute	2/1/2022
<a href="#">2022 Charles H. Walker Diversity, Equity and Inclusion Fellowship</a>	Brickler & Eckler LLP	2/1/2022
<a href="#">2022 Air Force JAG Summer Externship</a>	U.S. Air Force JAG Corp	2/2/2022
<a href="#">Summer Law Clerk</a>	US Environmental Protection Agency	2/4/2022
<a href="#">Minority Clerkship Program</a>	Floyd Skinner Bar Association	2/7/2022
<a href="#">1L Summer Associate</a>	Kegler Brown Hill + Ritter	2/7/2022
<a href="#">Summer 2022 Law Clerk</a>	The Gault Center	2/9/2022
<a href="#">1L Summer Law Clerk</a>	Krugliak, Wilkins, Griffiths & Dougherty	2/11/2022
<a href="#">Law Clerk (Summer 2022) - 1Ls, 2Ls</a>	Reminger Co., L.P.A.	2/16/2022
<a href="#">Summer Law Clerk</a>	Ohio State Legal Services Association	2/16/2022
<a href="#">1L Intern Program (summer 2022)</a>	U.S. Army JAG Corps	2/18/2022
<a href="#">Summer Associate</a>	Bush Seyferth PLLC	2/21/2022
<a href="#">Law Clerk - 3Ls</a>	Lennard, Graham & Goldsmith, P.L.C.	2/28/2022
<a href="#">Future Latino Leaders Summer Law Institute Counselor</a>	Hispanic National Bar Association	2/28/2022
<a href="#">Environmental Legal Intern</a>	FreshWater Accountability Project	2/28/2022
<a href="#">Remote Law Clerk</a>	Ward Law Office LLC	2/28/2022
<a href="#">Summer Law Clerk</a>	Michigan Advocacy Program	3/3/2022
<a href="#">Volunteer Summer Internship</a>	Legal Aid of Broward County	3/4/2022
<a href="#">Law Clerk</a>	Johnson & Associates	3/31/2022
<a href="#">Student volunteer- summer 2022</a>	National Labor Relations Board	3/31/2022
<a href="#">Chief Justice Thomas J. Moyer Fellowship</a>	Ohio State Bar Foundation	4/1/2022
<a href="#">Intellectual Property Intern</a>	Howard & Howard	4/15/2022

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



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The University of Toledo College of Law is committed to a policy of equal opportunity in education, employment, membership and contracts without regard to race, color, religion, sex, age, national origin, ancestry, sexual orientation, gender identity and expression, military or veteran status, the presence of a disability, genetic information, familial status, political affiliation and participation in protected activities, except as mandated by pertinent legal requirements. The College of Law will take affirmative action as required or permitted by federal or state law.