



TOLEDO LAW

THE UNIVERSITY OF TOLEDO

Office of Professional Development Newsletter

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Upcoming Programs

1L Workshops 1 & 2 Due 5pm on October 26th

Online

Login to Blackboard:

- [Click Here](#)
- Use your UTAD credentials
- Under “My Organizations” click “2018-2019 1L Office of Professional Development” (This is for transfer students too)
- Click on “Start Here” to find the list of resume videos and other content (Workshops #1 & 2)

Next Steps:

1. Review resume and cover letter videos and information online by **5pm on October**

- 26th OR prior to your individual appointment** – whichever comes first.
2. Draft an updated legal resume and cover letter in word.
 3. Upload a legal resume and cover letter to the appropriate Blackboard drop boxes **by 5pm on October 26th OR two full business days prior to your individual appointment** – whichever comes first. (i.e. if your appointment is on a Monday, your documents are due by 8:30am the Thursday before.)
 - a. Do not upload the same resume you used to apply for law school. It must be an updated legal resume according to the videos.
 4. Use the link from your email to sign-up for an individual appointment. Appointments are October 17th – November 21st. All initial appointments must be completed prior to November 21st, and are on a first-come first served basis. **Do not wait to register.**
 - a. After 5pm appointments are reserved for night students.
 - b. Make sure to calendar the appointment you registered for and be on-time for your appointment.

Domestic Violence Awareness Month Presentation

Tuesdat, October 23rd

12:00-1:00pm, Rppm 106

The Women's Law Student Association and OPD are bringing in representatives from Legal Aid of Western Ohio in recognition of Domestic Violence Awareness Month. The presentation will highlight their experience litigating domestic violence issues and helping individuals escape an abusive relationship. They will also discuss what types of protection orders are available in Ohio including the recently enacted Dating Violence statute, which offers protection to survivors of violence in a dating relationship. The speakers will conclude with information about their career paths, LAWOW internship opportunities, and how vicarious trauma in this field makes having a healthy work and life balance a necessity.

Pizza will be provided.

Ohio Lawyers Assistance Presentation (OLAP)

Tuesday, October 30th

11:50am - 12:50pm Auditorium (You must attend the **WHOLE** hour.)

The OLAP presentation is required by the Ohio Supreme Court prior to sitting for the bar exam. This is the only live presentation this academic year, so if you are graduating in Dec. '18 - Dec. '19, you are encouraged to attend.

Those unable to attend will have to contact Dean Goheen in the library to schedule a make-up session which involves watching the video in the library at a mutually convenient time.

The law school has to certify completion of this to the OH SC, therefore you must attend the whole hour presentation to be certified. Do not be late.

Save the Date:

October 15th - November 21st: 1L individual OPD appointments.

November 2nd: TBA Fellowship Info Meeting

November 7th: Practice Area Speed Networking, 5-7:30pm in SLK

December 1st: 1Ls can apply for jobs

Class Meetings

1L Fall Class meeting (September 6, 2018): <http://lawms.utoledo.edu/Mediasite/Play/b2c2b9ebcab24c8ab3e63885e1ed5bee1d>

Ohio Character and Fitness (September 11, 2018): <http://lawms.utoledo.edu/Mediasite/Play/fe8bc17aabaa435e8c01b65923f6c3391d>

UBE and Other State Bar

Exam: <http://lawms.utoledo.edu/Mediasite/Play/4601f6aa91834d93bc6bdea0abc98fcb1d>

If you missed your class meeting, you are required to make it up by watching the video replay. You can find the link to each video below - note you will be asked to log-in, your credentials are your UTAD Username and Password. Once you watch the entire video, you must email Maureen Dwyer the following statement by the deadline:

"I certify that I have watched the entire (Video Name) on (date). - (Name)"

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 2018-2019 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!

Be Featured on Toledo Law's Social Media

Want to be featured on Toledo Law's Social Media? Fill out this google form for a chance to be featured! <https://goo.gl/forms/HOHKkeSiONSQHVtk1>

OPD Evening Hours

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

- Wednesday, October 24th
 - Tuesday, November 13th
 - Monday, December 3rd
-

Professional Development Activities

We are placing additional emphasis on professional development this year, and we will continue to add professional development offerings throughout the rest of your law school career. Below are opportunities open to all students and participation in the activities is strongly encouraged.

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

Equitas Health Toledo are looking for volunteer students and attorneys to help fill out and notarize court documents for about 20 participants total. Volunteers may also be asked to help participants with BMV applications, passport applications, and social security documents.

Name & Gender Change Legal Clinic

Wednesday, October 24, 2018

6-8 pm

[Equitas Health Toledo](#)

3450 W. Central Ave, Suite 104 (Westgate Village Shopping Center)

Toledo, OH 43606

Volunteers can sign up with Jessica Dallas, legal clinic coordinator, at JessicaDallas@equitashealth.com. Volunteers may also email legalservices@equitashealth.com or call (614) 340-6729 to sign up as legal volunteers for this event.

**VA Wills Clinic with the Toledo Bar Association and Operation Legal Help
Ohio**

Friday, October 26, 2018 from 9 a.m. to 12 p.m.: Veterans will return to the VA to meet with volunteer lawyers and law students to execute the documents. The attorney will have the prepared will already, go over it with the veteran to ensure it is what they want and they understand everything, and the attorney and law student will witness the execution of the will.

If you would like to sign up to volunteer, you may do so [here](#) under a **STUDENT** sign up. Please do not register under an attorney or paralegal spot. If all law student spots are taken, reach out to Michelle Tussing to see if there is still need. **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

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

Additional clinics include: Divorce Clinic on October 5th and 19th.

Job Fairs

To review information on these and other job fairs on the OPD's Job Fairs page, [click here](#). Students who register for any job fairs should also send an e-mail to Kelly Tomlinson at kelly.tomlinson@utoledo.edu to notify her that they have registered.

Legal Programs, Scholarship, and Contests

Presidential Management Fellows Program – Application Opens October 9th and Closes October 22nd

Toledo Law Graduates have applied for and become finalists in the Presidential Management Fellows Program (PMF) in the past. If you are interested please talk with Kelly or I *as soon as possible*.

Seeking Students for the Presidential Management Fellows (PMF) Program. Since 1977 the PMF Program has matched outstanding graduate students with exciting Federal opportunities.

This rigorous, two-year paid fellowship includes challenging assignments, developmental assignments, and networking opportunities. Finalists appointed as PMFs are hired by Federal Agencies and engage in solving domestic and/or international issues in areas such as public administration, engineering, technology, science, criminal justice, health, privacy, cybersecurity, and financial management, to name a few.

The PMF Program seeks eligible graduate students every year who want to make a difference through public service.

The selection process for the Presidential Management Fellows Program consists of the following:

- Application
- On-Line Assessment
- Finalist Selection

- Agency Placement as a Fellow

More information about application and selection is available on the PMF website, at www.pmf.gov. Additional Resources can be found here: <https://www.pmf.gov/become-a-pmf/resources/>

Additional Info can be found here: <https://www.pmf.gov/media/5547467/2019-pmf-presentation-for-academic-institutions-08-23-18.pdf>

The PMF Program application period **opens Tuesday, October 9th at Noon ET and closes on Tuesday October 22nd and Noon ET**. The application process is lengthy, so do not wait to review the information and apply!

*** TRANSCRIPT REQUIREMENTS***

ALL Toledo Law students and graduates who plan to apply must contact Law Registrar Daniel Kall for details about obtaining a letter to accompany their transcript before submitting an application through the PMF online process.

Students and graduates who are planning to apply should also notify Laura Dettinger or Kelly Tomlinson.

Shumaker, Loop, and Kendrick, LLP Diversity Scholarship

The Shumaker Diversity Scholarship provides a \$7,500.00 scholarship to two (2) outstanding first or second year law students who are enrolled at an ABA accredited law school and who participate in the firm's summer associate program, to assist in offsetting his or her law school expenses. The scholarship is in addition to the salary paid to the student for his or her Summer Associate position.

The Shumaker Diversity Scholarship is available to students who are members of underrepresented or minority groups. Applicants must have outstanding undergraduate and law school academic credentials, and demonstrated leadership abilities and community involvement. Applicants must also demonstrate a commitment to practice law after graduating from law school in the geographic area of one of our firm's offices.

Eligibility for the Shumaker Diversity Scholarship requires that the recipient participate in and complete the firm's summer associate program following his or her first or second year of

law school, for a minimum of eight weeks. Shumaker will select the office in which the student will work, but will attempt to place the student in the office location of his or her choice. The scholarship will be paid upon the student's completion of the firm's summer associate program.

Students who are interested in applying for the Shumaker Diversity Scholarship must submit the following documents:

1. A completed application form, together with a current law school transcript. (contact OPD for application, or see Symplicity)
 2. A current resume, including a description of the applicant's academic and leadership skills, community involvement, and personal and professional accomplishments.
 3. A description of why the student believes that diversity is important and how his or her identified diverse background(s) would contribute to that philosophy.
 4. A legal writing sample.
 5. Letters of recommendation from three academic or professional references.
- Applications should be sent via email to: wzimmerman@slk-law.com.

Deadlines:

1Ls: February 28, 2019

Jobs of the Week

Below are a few select job postings for 2L and 3L/4L students. For the full posting and to view other positions go to [Symplicity](#). Apply as soon as possible!

[Presidential Management Fellows Program](#) (10016)

U.S. Office of Personnel Management (Washington, DC)

(3Ls/4Ls/Recent Graduates) Presidential Management Fellows Program – Application Open
22nd Toledo Law Graduates have applied for and become finalists in the Presidential M

[Legal Externship, International Program](#) (9975)

Earthjustice - California Regional Office

Earthjustice's International Program is now accepting applications for full- or part-time legal interns for the 2018-2019 academic term. Applicants should indicate on their cover letter if they need a decision ...

[Legal Intern Fall 2018 and Spring 2019](#) (10002)

Owens Corning

Legal Intern Fall 2018 and Spring 2019 Location: Toledo, OH – United States Legal Interns will be treated like full-time employees—you will take on a great ... [view details](#)

[Judicial Clerkship 2019](#) (9999)

Allen Circuit Court (Fort Wayne IN)

Position Available: Judicial Clerkship with the Allen Circuit Court. Employer: Allen Thomas J. Felts Address: Allen County Courthouse 715 S. Calhoun St. [details](#)

[Summer Clerkships](#) (10000)

Goldwater Institute (Phoenix, AZ)

The Goldwater Institute works daily in communities, courts and legislatures nationwide to ensure that the rights guaranteed to Americans by the U.S. Constitution and the constitutions of the 50 ... [view](#)

[Law Summer Intern 2019 \(Paid\)](#) (10008)

BNSF Railway (Fort Worth, TX)

Apply early as this job may be filled at any time. The Summer Internship Program provides information about how our efficient, safe and “green” ... [view details](#)

[Attorney - Labor & Employment](#) (10015)

Eastman & Smith, Ltd. (Toledo, OH)

Attorney - Labor & Employment Eastman & Smith Ltd., is seeking an associate attorney Section. (Based in Toledo) Qualifications - Ideal candidates will have ... [view details](#)

[Law Clerk](#) (10012)

Kisling, Nestico & Redick, LLC

Law Clerk Description: Kisling, Nestico & Redick is one of the largest personal injury law firms in Ohio, seeking a second or third year law student for ... [view details](#)

[2019 Winter/Spring Internships](#) (9440)

Environmental Protection Agency - Environmental Appeals Board

2019 Winter/Spring Internship The Environmental Appeals Board (Board) is the final EPA appeals under all major environmental statutes that EPA administers. Located in Washing

[Staff Attorney- Children's Project](#) (9997)

ABA-South Texas Pro Bono Asylum Representation Project (ProBAR)

Staff Attorney will be accountable for facilitating pro bono representation of detained unaccompanied immigrant children in immigration removal proceedings, including by providing direct representation as required

[U.S. Senator Rob Portman's 2019 Spring Internship Program](#) (10027)

U.S. Senator Rob Portman's Internship Program

2019 Spring Semester Internship Program Internships in the Washington, DC and Ohio offices provide college-aged students an exciting introduction to the U.S. Senate and the workings ... [view details](#)

[Attorney General's Honors Program](#) (10031)

Attorney General's Office

Deputy Attorneys General (DAGs) who are part of the Attorney General's Honors Program prepare a variety of legal documents, often under tight deadlines. In ... [view details](#)

[Spring 2019 Intern](#) (9864)

SICANA, Inc. (New York, NY)

SICANA Inc. (New York): Internship As a leading international arbitral institution, the International Chamber of Commerce attracts a growing caseload from all over the ... [view details](#)

[Externship - Fall 2018/Spring 2019](#) (9724)

Federal Public Defender (Cleveland, OH)

Externship - Fall 2018/Spring 2019 Location: 617 Adams Street, Toledo OH Externs will be through legal research and writing assignments. Externs will also be reviewing discovery

[Spring 2019: Internship Program](#) (9593)

Office of the Attorney General for the District of Columbia (Washington, DC)

The Office of the Attorney General for the District of Columbia (OAG) seeks highly qualified students to work as volunteer interns during the academic year and summer ... [view details](#)

[Term Law Clerk](#) (10023)

United States Bankruptcy Court Southern District of Ohio

United States Bankruptcy Court Southern District of Ohio Vacancy Announcement Position
Judge C. Kathryn Preston Announcement Number: 2018-11 Location: Columbus, OH Open

[NASCAR Diversity Internship Program - Legal](#) (10011)

NASCAR

NASCAR Diversity Internship Program - Legal: NASCAR (National Association for Student Athletes) is seeking exceptional, the talented and the driven to contribute to its success as one ... [view details](#)

[Law Clerk or Associate](#) (9900)

Graly & Guido Law Office

Graly & Guido Law Office seeks applicants for a law clerk or associate position for a general estate law, elder law, and general civil ... [view details](#)

[2019 Summer Internships](#) (9663)

Environmental Protection Agency - Environmental Appeals Board

2019 Summer Internship The Environmental Appeals Board (Board) is the final EPA decision under all major environmental statutes that EPA administers. Located in Washington, DC

[Law Clerk](#) (9961)

New Jersey Judiciary

The New Jersey Judiciary seeks upcoming and recent law school graduates to fill approximately 100 positions that will commence August 26, 2019 and end August 31, 2020. ** ... [view details](#)

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](#)

Find archived newsletters [here](#)

Comprehensive Fellowship Guide – Now Available on PSJD

The 2017-2018 edition of the [Comprehensive Fellowship Guide](#) is now available online on PSJD. The Guide provides a portal to the database, which features over 300 fellowship

opportunities. Because the Guide is available online, it will always reflect the most recent updates and is available to job seekers and career development offices 24/7. PSJD also provides tips on applying for [fellowships](#) as well as a [primer](#), including how to search by fellowship type, geographic location, or deadline. Many fellowship application deadlines are quickly approaching.

2018 AFL-CIO Lawyers Coordinating Committee Directory of Members - Now Available in the OPD

This directory contains contact information about national and local union legal departments, as well as firms that practice union-side labor law. If you are interested in using this resource, stop by the OPD or e-mail opd@utoledo.edu.

Bar Exam Info

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

Ohio Bar Exam Info

[MORE ABOUT OHIO DEADLINES](#)

2018

Nov. 1 **Deadline:** Application to take the February 2019 bar examination
Note: The dates for the February 2019 bar examination are Feb. 26, 27, and 28

Nov. 15 **Deadline:** Timely [Application to Register as a Candidate for Admission](#) to the Practice of Law (for applicants in the second year of law school)

Dec. 10 **Deadline:** Late Application to take the February 2019 bar examination
2019

Jan. 15 **Deadline:** Late Application to Register as a Candidate for the July 2019 bar examination

Feb. 26 - 28 Administration of the February 2019 Bar Examination

April 1	Deadline: Application to take the July 2019 bar examination Note: The dates for the July 2019 bar examination are July 30, 31, and Aug. 1
April 26	Release of the results of the February 2019 bar examination
May 10	Deadline: Late application to take the July 2019 bar examination Admissions Ceremony for successful February examinees who have met all admission requirements
May 13	The May 13 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 Supreme Court video archive .
July 30 - Aug. 1	Administration of the July 2019 bar examination
Aug. 15	Deadline: Late Application to register as a candidate for the February 2020 bar examination
Oct. 25	Release of the results of the July 2019 bar examination
Nov. 1	Deadline: Application to take the February 2020 bar examination Note: The dates for the February 2020 bar examination are Feb. 25, 26, and 27 Admissions Ceremony for successful July examinees who have met all admission requirements
Nov. TBD	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 Supreme Court video archive .
Nov. 15	Deadline: Timely Application to Register as a Candidate for Admission to the Practice of Law (for applicants in the second year of law school)
Dec. 10	Deadline: Late Application to take the February 2020 bar examination

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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