



COLLEGE OF LAW

THE UNIVERSITY OF TOLEDO

**Office of Professional Development
Newsletter**

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OPD Appointments and Office Hours

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, 8:45-10:45 am

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!

Reminders

Spring 2021 starts:

- Watch **and properly report** the 1L class meeting video by 5 pm on Friday, February 5th. Click [here](#) to watch.
- Watch the resume/cover letter/other application materials video by 5 pm on Friday, February 5th. Both videos can be found on TLCN in the Resource Library, under 2020-2021 PDP Materials - 1L Reporting.

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- Meet with an OPD Advisor (either Laura or Katie – it doesn't matter) for a resume and cover letter review meeting by Friday, February 19th. Please click on "Appointments" in TLCN to schedule a time. Please note that you must attach your resume and cover letter to that meeting, or send it to us via email, at least 2 business days ahead of the meeting.

All Students:

- Keep checking 12Twenty for the latest job postings - we will be posting them as they come in, but please be aware that some of the postings are only open for a week or two. Frequent checking will help prevent a last minute scramble to apply.
- Resume and cover letter reviews - Now is the time to revisit your resume and cover letter if you haven't looked at them in awhile. Laura and Katie are both happy to review any revisions you make.

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. Note: the Public Service and Corporate Counsel Externship Clinics do not count.

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.

REGISTER NOW - DEADLINE IS 1/28!

Government and Public Interest Forum
Tuesday, February 2, 2021, 5:30-7:00, via Webex

The Government and Public Interest Forum will be Tuesday, February 2, 2021 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 (links below) directly with the employer on the OCI and Job Listing page 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 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:

- Lucas County Children Services - submit resume [here](#)
- 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](#)
- Toledo Bar Association
- Advocating Opportunity - submit resume [here](#)
- Toledo Legal Aid Society - submit resume [here](#)

More to come!

***Attendance at this event counts towards a "Networking and Skills Event-Government and Public Interest Forum"*

Job Fairs

2021 Damali Booker 1L Minority Virtual Job Fair

Details




ABOUT

The Damali Booker project involves recruitment and screening of applicants for the first year minority clerkship project, which places first year diverse law students with majority firms and organizations as summer clerks. This program creates opportunities for candidates to gain experience during the summer after their first year of law school and improves their marketability, making it easier for them to gain employment during their second year and after graduation.

DEADLINE TO SUBMIT MATERIALS - JANUARY 15th!!

To find all registration materials, as well as see a list of 2021 employers, please visit their [website](#).

A graphic for the 2021 Lavender Law Conference & Career Fair. The background is a photograph of palm trees in Los Angeles. The text is centered and reads: "2021 Lavender Law® Conference & Career Fair" at the top, followed by a large blue-outlined box containing the word "REGISTRATION" in blue. Below that is a smaller blue-outlined box containing "NOW", and another blue-outlined box containing "OPEN". At the bottom, it says "July 28 - 30 in Los Angeles, CA" in black.

2021 Lavender Law[®]
Conference & Career Fair

REGISTRATION

NOW

OPEN

July 28 - 30 in Los Angeles, CA

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](#).

JOIN OPD!

CAREERS & COFFEE

GRAB A CUP OF COFFEE AND JOIN
DEAN KARNS, LAURA, & KATIE TO
FIND OUT THE ANSWERS TO ALL
YOUR CAREER RELATED QUESTIONS!

*All those who attend one of the four sessions will
be entered to win a tumbler, your choice of hot
chocolate or coffee, and a Starbucks gift card!*

Final session:

THURSDAY 1/14

5:00 - 6:00PM

To join, log on here:
<https://utoledo.webex.com/meet/kate.schuyler>

For the final session we will be discussing professionalism and how to make the most out of your summer experience, but feel free to ask us anything. We will take questions during the event, or you can submit them anonymously in advance here: [Question Form](#)

Legal Programs, Scholarships, and Contests

Summer Opportunities Forum/Diversity & Inclusion Summer Programs 2021

Monday, January 25th, noon-1:00, via Webex

Register for the event on TLCN [here](#)

Are you wondering how to get legal experience this summer? Do you have questions about externship or work study opportunities? Come to the Summer Opportunities Forum on Monday, January 25th at noon and learn about the Public Service Externship Clinic, Work Study, Public Service Commendation, and Public Service Fellowships. Prof. Fink from the clinic, Katie Schuyler from OPD, and Tara Thompson from Financial Aid will be there to present on and answer your questions regarding various programs!

This year, ***we will also have Cara Wall from the Toledo Bar Association to present on the TBA's Minority Clerkship Program.*** Many law firms and bar associations around the country host minority clerkship programs or have diversity program opportunities available during the summer. Attend this program to hear about local opportunities (OH and MI) and what to keep in mind/where to look if you are interested in exploring similar opportunities outside the OH/MI area.

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 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 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

**ABA SECTION OF ENVIRONMENT, ENERGY, AND
RESOURCES SECTION – 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](#).

[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

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](#).

Jobs of the Week

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

Job Title	Employer Name	Application Due Date
Law Clerk	Baker Law, Ltd.	1/13/2021
Law Clerk (3L)	D'Arcangelo Law, LTD	1/14/2021
McAndrews Diversity in Patent Law Fellowship	McAndrews, Held & Malloy, Ltd.	1/15/2021
Dave Kennedy Fellowship - Summer 2021	Institute for Justice	1/15/2021
Law Student Volunteer, Summer 2021, Narcotic and Dangerous Drug Section	U.S. Department of Justice, Criminal Division	1/15/2021
Legal Internship - Summer 2021	U.S. EPA	1/15/2021
Patent Law Clerk	Brooks Kushman	1/15/2021
Summer Associate 2021	Brooks Kushman	1/15/2021
Summer Associate 2021	Honigman LLP	1/15/2021
2021 Summer Associate Program	Clark Hill PLC	1/15/2021
Summer Associate 2021	Dykema	1/15/2021
Law Student Clerk	Clemens, Korhn, Liming & Warncke, Ltd.	1/15/2021
Peggy Browning Fellowship Program	Peggy Browning Fellowship Program	1/15/2021
Internship	U.S. Agency for International Development	1/15/2021
OSTP Legal Internship Program	Executive Office of the President, Office of Science and Technology	1/17/2021
Kegler Brown Diversity Scholarship	Kegler Brown Hill + Ritter	1/20/2021
1L Diversity Fellowship	Benesch Friedlander Coplan & Aronoff LLP	1/22/2021
Law Clerk (2L/3L) - to start ASAP!	Spitler Huffman, LLP	1/22/2021
Summer Honors Clerkship Program	U.S. Environmental Protection Agency	1/29/2021
Law Clerk Program Office of Regional Counsel (Summer)	U.S. Environmental Protection Agency	1/31/2021

Law Student Volunteer, National Courts Section	Department of Justice	1/31/2021
Twin Cities Diversity in Practice 1L Clerkship	Taft Stettinius & Hollister LLP	1/31/2021
2021 Summer Associate	Littler Mendelson PC	1/31/2021
Summer 2021 Intern (Remote Work Possible)	Iowa Dept. of Justice, Office of the AG	2/1/2021
LCLD 1L Scholars Program	Clark Hill PLC	2/1/2021
Internship/Externship	U.S. District Court of the N. Dist. of Ohio	2/3/2021
Internship/Externship	Indiana Department of Child Services	2/3/2021
Internship/Externship	Lucas County Children Services	2/3/2021
Internship/Externship	Federal Public Defender	2/3/2021
Law Clerk (Business and Tax)	Anspach Meeks Ellenberger LLP	2/4/2021
Army JAG Corps 1L Intern	U.S. Army Judge Advocate General	2/5/2021
Law Clerk	U.S. EPA, Office of Pesticide Programs	2/7/2021
Floyd Skinner Minority Clerkship Program	Grand Rapids Bar Association	2/8/2021
Law Student Volunteer, Office of Policy and Legislation	Department of Justice	2/12/2021
Internship- International Bureau	Federal Communications Commission	2/15/2021
Internship- Wireless Telecommunications Bureau	Federal Communications Commission	2/15/2021
Summer 2021 1L Student Honors Legal Program	U.S. Securities and Exchange Commission	2/15/2021
Summer 2021 2L Student Honors Legal Program	U.S. Securities and Exchange Commission	2/15/2021
Diversity Fellowship Program	BakerHostetler	2/26/2021

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