



# Alumni Job Opportunities Bulletin (AJOB)

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Office of Career Services  
University of South Carolina School of Law  
1525 Senate Street  
Columbia, SC 29208  
803-777-8479  
[lawcar@law.sc.edu](mailto:lawcar@law.sc.edu)

\*\*\*\*\*Disclaimer\*\*\*\*\*

The University of South Carolina School of Law Office of Career Services posts job opportunities as a service to alumni and employers, and does not validate or guarantee the accuracy of the information posted. Further, the Office of Career Services does not endorse or make any representation concerning the opportunities posted or the people or organization posting them. Applicants are encouraged to research employers and employment opportunities independently as part of the job search process. **For Real Estate postings please pay special attention to the South Carolina Supreme Court requirements for closing attorneys.**

Jobs are posted in the order received. Postings will remain on website for approximately three (3) months unless deadline dates are included or employers request removal of postings. Permanent postings and websites are listed at the end.

**ATTENTION! USC LAW SCHOOL ALUMNI** If you have updated contact information, please notify the Career Services Office by sending the information to the e-mail address above and include your class year.

## Contents

George Sink, P. A. Injury Lawyers.....	4
Crowe LaFave, LLC.....	4
16th Circuit Solicitor's Office.....	5
Supreme Court of South Carolina Staff Attorneys' Office .....	5
Wylie & Washburn. LLC.....	6
South Carolina Second Chance Justice Collaborative .....	7
Stratton & Reynolds, LLC.....	7
South Carolina Environmental Law Project .....	8
Burr Forman, LLP .....	9
Collins & Lacy, PC .....	10
Meredith Law Firm .....	11
Yelverton Law Firm, LLC .....	12
Collins & Lacy .....	13
Shannon Jones Law Firm, LLC .....	13
South Carolina Access to Justice Commission .....	14
Committee on Indigent Defense.....	14
Ogletree Deakins Law Firm .....	15
Carlock Copeland & Stair, LLP .....	16
State Fiscal Accountability Authority .....	16
PERMANENT POSTINGS .....	18
SCBar.org – (recent graduates/alumni) .....	18
Fragomen – (recent graduates/alumni).....	18
Thomson Reuters – (recent graduates/alumni) Various Locations .....	18
U.S. Department of Justice – (alumni) .....	18
U.S. Attorney’s Office – (alumni) .....	18
U.S. Office of the Attorney General – (alumni).....	18
U.S. Securities and Exchange Commission – (alumni) .....	18
State of New York Unified Court System – (alumni).....	18
Veteran Employment Opportunities.....	19
City of Chicago Department of Law – (recent graduates/alumni).....	19
Carolina Legal Associates – (recent graduates/alumni).....	19
United States Department of Justice – (alumni) Washington, D.C.....	19
LinkedIn (Search for Jobs) <a href="http://www.linkedin.com">www.linkedin.com</a> .....	19
American Civil Liberties Union Foundation .....	20
University of South Carolina – (recent graduates/alumni).....	20

WEBSITE INFORMATION .....	20
Carolina Legal Staffing LLC .....	20
Federal Bureau of Investigation .....	20
IRS Office of Chief Counsel – (recent graduate/alumni).....	20
Millennium Challenge Corporation (MCC).....	20
South Carolina Government Jobs – (recent graduates/alumni).....	21
USDOJ – (alumni).....	21

## George Sink, P. A. Injury Lawyers

7011 Rivers Avenue, Suite 105  
North Charleston, SC 29406

Contact Person: Miranda Baty  
Title: Human Resources  
Email: [MBaty@sinklaw.com](mailto:MBaty@sinklaw.com)  
Website: [www.sinklaw.com](http://www.sinklaw.com)

### Associate Attorney

George Sink, P.A. Injury Lawyer's, ([www.sinklaw.com](http://www.sinklaw.com)) a plaintiffs' practice located in Charleston, South Carolina, has an immediate opening for a full-time attorney with 1 to 3 years of experience. The attorneys filling this position would handle a high volume of personal injury cases on their own.

Benefits: This position will begin as a full-time position with a competitive salary commensurate with experience and employment benefits that include medical, vision, and dental care, plus PTO and additional holiday closures.

Interested candidates should submit a resume and cover letter to [HR@sinklaw.com](mailto:HR@sinklaw.com). Rule 403 requirements must be completed. Ideal candidates must be licensed in South Carolina.

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:  
 Resume  Cover Letter  Transcript  Writing Sample  References:  Application

Posted 04/15/19. Job Listing #039

## Crowe LaFave, LLC

POBox 1149  
Columbia, South Carolina 29202

Contact Person: Matt LaFave  
Title: Managing Member  
Email: [matt@crowelafave.com](mailto:matt@crowelafave.com)  
Website: [www.crowelafave.com](http://www.crowelafave.com)

Deadline date to apply: 4/30/2019  
Position start date: As soon as possible

### Associate

We are a small firm with a focus on civil litigation and workers' compensation defense. We are seeking an energetic attorney, preferably with 3-4 years of litigation experience to join our growing team.

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:  
 Resume  Cover Letter  Transcript  Writing Sample  References: 2  Application

Posted 04/11/19. Job Listing #038

## 16th Circuit Solicitor's Office

P.O. Box 60  
Union, SC 29379

Contact Person: John Anthony  
Title: Deputy Solicitor  
Email: [john.anthony@scsolicitor16.com](mailto:john.anthony@scsolicitor16.com)  
Website: <http://www.countyofunion.org/>

Deadline date to apply: 4/19/19  
Position start date: 5/1/19 or ASAP thereafter

### Assistant Solicitor

The 16th Circuit Solicitor's Office seeks an Assistant Solicitor to handle a general crimes caseload in the Union County office. This position combines the challenges of prosecution in a small, rural county with a collegial office environment. Applicants should be licensed to practice in South Carolina or have taken the February bar exam.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume     Cover Letter     Transcript       Writing Sample     References:       Application

Posted 04/05/19. Job Listing #037

## Supreme Court of South Carolina Staff Attorneys' Office

PO Box 11330  
Columbia, SC 29211

Contact Person: Blaire Cann  
Title: Chief Staff Attorney  
Email: [BCann@sccourts.org](mailto:BCann@sccourts.org)

Deadline date to apply: April 19, 2019  
Position start date: August 2019

### Attorney II

Under the supervision of the Chief Staff Attorney, assists the Justices of the Supreme Court by reviewing assigned cases and motions, researching and analyzing legal issues, and providing written and oral recommendations to the Court regarding appeals, motions, petitions for writs of certiorari, and other matters pending before the Supreme Court. Personally handles increasingly complex and sensitive cases, peer-reviews others' work product prior to submission to Chief Staff Attorney, and organizes in-house Continuing Legal Education events.

### Minimum Training and Experience:

A Juris Doctor degree or its equivalent from an American Bar Association (ABA) accredited school of law and a minimum of two (2) years of experience as a practicing attorney. A member in good standing of the South Carolina Bar.

Preferred Training and Experience:

Professional experience as a law clerk to an appellate judge or as an appellate court staff attorney. Work experience demonstrating an orientation towards public service.

Knowledge, Skills, and Abilities:

Working knowledge of the South Carolina Appellate Court Rules (SCACR). Working knowledge of the criminal and civil law of South Carolina. Working knowledge of the theories of legal research. Exceptional listening and observational skills. Good judgment, emotional maturity, trustworthiness and conscientiousness. Ability to interpret and apply law and judicial decisions to a range of legal matters with minimal guidance. Ability to recognize the need for and seek out additional guidance from Chief Staff Attorney or Deputy Chief Staff Attorney in complex, novel, or sensitive legal matters and execute that guidance. Ability to prioritize work load. Ability to organize and prepare memoranda, orders, opinions, and other written documents that are concise, well-reasoned, and accurate. Ability to give, receive, and implement feedback in a positive manner. Ability to communicate and maintain effective working relationships with all Judicial Branch staff.

Guidelines and Supervision:

Must be able to work in an autonomous environment with excellent self-direction, initiative and motivation, and use individual discretion in the interpretation and application of SCACR. Must comply with all applicable policies and rules, as they may be amended from time to time, including but not limited to the Code of Conduct for Staff Attorneys and Law Clerks, Rule 506, SCACR.

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:  
 Resume  Cover Letter  Transcript  Writing Sample  References: 3  Application

Posted 04/03/19. Job Listing #036

## Wylie & Washburn. LLC

3612 Landmark Drive, C  
Columbia, SC 29204

Contact Person: Kristen Washburn

Email: [Careers@wylieandwashburn.com](mailto:Careers@wylieandwashburn.com)

Deadline date to apply: 04/30/2019

Position start date: ASAP

### Associate Attorney

Wylie & Washburn, LLC, is currently seeking a real estate transactions associate. The candidate must be licensed and in good standing with the South Carolina Bar. Experience is preferred but not required as we are willing to train the right individual. Candidate must be willing to travel between office locations. Please email resume to [Careers@wylieandwashburn.com](mailto:Careers@wylieandwashburn.com).

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:  
 Resume  Cover Letter  Transcript  Writing Sample  References:  Application

Posted 03/29/19. Job Listing #035

## South Carolina Second Chance Justice Collaborative

Greenville, SC

Contact Person: Katherine Katcher

Email: [info@rootandrebounce.org](mailto:info@rootandrebounce.org)

Site Director & Managing Attorney

Full position description can be found here: <https://docs.google.com/document/d/1Bdf9z156-ZCREEE5bVTJYCxwYGcuCd3niZwT4YNoxNU/edit>

### Qualifications:

- Licensed to practice law in the state of South Carolina, active and in good standing.
- 7+ years of practicing law.
- Experience working directly with clients and in court representation. Direct experience working with people with records and/or in reentry preferred.
- Knowledge of criminal justice system and collateral consequences of a criminal record.
- Demonstrated commitment to racial equity and social justice.
- Eagerness to take initiative, solve intricate problems, work on multiple projects simultaneously, and prioritize and organize in a deadline-driven environment.
- Positive, professional, and humble attitude.
- Strong work ethic, resilience, and determination.
- Proactive communicator and team builder.
- Flexible and able to prioritize work effectively with excellent time-management.
- Creative, enthusiastic, and willing to learn and try new things.
- Eagerness to travel as needed, and to spend time at R&R's HQ office in Oakland for training/orientation.
- Driver's license required.

Compensation & Benefits: This position will begin as a full-time position with a competitive salary commensurate with experience and employment benefits that include medical, vision, and dental care, plus 15 days PTO and additional holiday closures.

Application Instructions: To apply for this position, please send a resume, cover letter, two short writing samples, and at least three references (explaining your professional relationship and including their contact information) in an email with "**South Carolina Site Director & Managing Attorney**" in the email subject line to Katherine Katcher (Executive Director) at [info@rootandrebounce.org](mailto:info@rootandrebounce.org). Incomplete applications will not be reviewed. Applications will be accepted on a rolling basis until the position is filled. No phone calls, please.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume     Cover Letter     Transcript       Writing Sample     References: 3       Application

Posted 03/28/19. Job Listing #034

**Stratton & Reynolds, LLC**

201 W. Main Street, Suite C

Lexington, South Carolina 29072

Contact Person: Kristin Rogers

Email: [kristin@strattonreynolds.com](mailto:kristin@strattonreynolds.com)

Website: [www.strattonreynolds.com](http://www.strattonreynolds.com)

Deadline date to apply: April 5, 2019

Position start date: ASAP

Probate/Elder Law Associate Needed

Who we are: We are a local law firm that focuses on probate, estate planning, and elder law cases. We have been in downtown Lexington for eight years and plan to be around for many more to come.

We have also recently opened a second office in Aiken. While there may be some travel required, we mainly expect this associate to be located in Lexington.

The minimum qualifications for this position are:

- Must be licensed to practice law in the State of South Carolina and be in good standing with the SC Bar.
- Strong analytical thinking skills and an ability to apply those analytical thinking skills to the various needs to clients.
- Highly effective verbal and written communication skills.
- Proficient with technology required by most law firms, such as: Microsoft Word, Excel, Outlook, etc.
- Excellent organization skills and the ability to manage case deadlines, filing dates, etc.
- Experience in probate, estate planning, or social work a plus.

How to apply:

This is important!

To apply, make sure you include a cover letter that shows that you understand the terms of engagement. I also need some evidence, preferably a writing sample if you have one, that shows you are a good candidate for this position, along with a resume and unofficial transcript.

E-mail [kristin@strattonreynolds.com](mailto:kristin@strattonreynolds.com) with PDFs of the documents described above and any others that you think would show us that you are a great candidate for this job. All applications are due no later than noon on April 5, 2019. However, we reserve the right to close this posting sooner if we find the right person.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume     Cover Letter     Transcript       Writing Sample     References:       Application

Posted 03/28/19. Job Listing #033

### South Carolina Environmental Law Project

PO Box 1380

Georgetown, South Carolina 29440

Contact Person: Amy E Armstrong



Email: [amy@scelp.org](mailto:amy@scelp.org)

Website: [www.scelp.org](http://www.scelp.org)

Deadline date to apply: 04/15/2019

### Staff Attorney

The South Carolina Environmental Law Project (SCELP) is now accepting applications for a staff attorney at our main office in Georgetown, SC. The staff attorney will work with SCELP's team of four attorneys on litigation and legal advocacy in state and federal courts and before state and federal administrative agencies.

SCELP was founded in 1987 to meet the critical need for specialized non-profit legal services for environmental protection in South Carolina. SCELP is a non-profit public interest environmental law firm that utilizes the legal system to ensure protections for and conservation of our state's natural resources. SCELP has a main office in Georgetown and satellite offices in Greenville and Beaufort.

We are seeking a committed and energetic person with strong analytical, research and interpersonal skills to work with SCELP's executive director and staff attorneys. The attorney will perform a range of tasks including: conducting strategic case and issue assessments; preparing for and conducting trials; performing legal research, analysis and writing; advocating before state and administrative regulatory agencies; interfacing with public officials and coordinating with other organizations. The attorney will be responsible for working with SCELP attorneys in the Georgetown, Beaufort and Greenville offices on developing, managing and litigating cases in state and federal court, as well as engaging in legal advocacy, interacting with local, state, and federal agencies, other environmental organizations, and the public.

Applicants should have a minimum of 3-5 years of litigation experience, with a strong preference for environmental litigation. Applicants must also have a strong academic background and outstanding writing, analytic, and communication skills. Applicants must have a solid work ethic, as well as the ability to work well independently and with others as part of an effective team. Applicants should have experience with environmental statutes, including the Clean Water Act and National Environmental Policy Act. A demonstrated personal commitment to environmental protection is required. A personal connection to South Carolina and experience with non-profit organizations are preferred.

Competitive non-profit salary commensurate with experience, including full benefits and a positive working environment. If you have these qualifications and are seeking a challenging and rewarding environmental litigation position, please send a letter of interest, resume, law school transcript, and at least three references. SCELP is an Equal Opportunity Employer and is continually seeking to diversify its staff. We strongly encourage applications from persons of all racial and ethnic backgrounds.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume     Cover Letter     Transcript       Writing Sample     References: 3       Application

Posted 03/25/19. Job Listing #032

### **Burr Forman, LLP**

2411 Oak Street, Suite 206  
Myrtle Beach, SC 29577

Contact Person: Callen Whatley

Title: Director of Recruiting

Email: [Callen.Whatley@burr.com](mailto:Callen.Whatley@burr.com)

Website: [www.burr.com](http://www.burr.com)

#### Associate

Burr & Forman LLP, a Southeast regional law firm with 360 lawyers and nineteen offices in Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Delaware and Tennessee, has an immediate opening for an associate with material experience as the lead associate on sophisticated business litigation matters. The candidate will be housed in the Myrtle Beach, South Carolina office. This position requires 4+ years' experience, with material experience in *the* business litigation in state and federal courts, including but not limited to directors and officers liability and employment related litigation. Candidate should be licensed in South Carolina (dual license in North and South Carolina a plus) and must possess excellent academic credentials, as well as strong research, writing, organizational and analytical skills. We value collegiality and diversity among our lawyers and staff and seek to make the practice both professionally and personally rewarding. The selected candidate will receive a competitive salary and benefits package. Submit resume and letter of interest to [callen.whatley@burr.com](mailto:callen.whatley@burr.com). EOE/M/F/Vet/Disabled.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume     Cover Letter     Transcript       Writing Sample     References:       Application

Posted 03/19/19. Job Listing #031

### Collins & Lacy, PC

1330 Lady Street, 6th Floor  
Columbia, South Carolina 29201

Contact Person: Martin

Title: Chief Operating Officer

Email: [cmartin@collinsandlacy.com](mailto:cmartin@collinsandlacy.com)

Website: [www.collinsandlacy.com](http://www.collinsandlacy.com)

Defense Litigation Attorney (Trucking Defense Law & Professional Liability)

Collins & Lacy, P.C. in Columbia, South Carolina seeks an outstanding attorney who wants to join a rapidly growing firm and very busy practice group. Looking for someone who is a self-starter, quick learner, great writer, and wants to learn about trucking defense.

#### Job Requirements:

Candidates will have an excellent academic record and strong legal research and writing skills. He/she should be capable of analyzing large amounts of information, be self-motivated, enjoy litigation, and have an entrepreneurial outlook. Preferred candidates will have completed a judicial clerkship and/or have 1-2 years of experience in civil litigation or in comparable government service.

#### Application Requirements:

Please submit your resume and 2-4 references to [cmartin@collinsandlacy.com](mailto:cmartin@collinsandlacy.com).

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:

Resume  Cover Letter  Transcript  Writing Sample  References: 2-4  Application

Posted 03/19/19. Job Listing #030

## Meredith Law Firm

4000 Faber Place Drive, Suite 120  
North Charleston, SC 29405

Contact Person: Robert Meredith

Email: [kbuck@meredithlawfirm.com](mailto:kbuck@meredithlawfirm.com)

Website: [www.meredithlawfirm.com](http://www.meredithlawfirm.com)

Deadline to apply: 4/30/2019

### Associate Attorney

Established bankruptcy law firm with offices serving the Charleston, Columbia and Myrtle Beach areas is seeking a Full Time Associate Attorney in our downtown Columbia location. Potential candidates must enjoy working in a fast paced, team-oriented environment with seasoned staff members and other attorneys. No previous bankruptcy experience is required; necessary training will be provided for the right candidate.

### Responsibilities:

Associate Attorney will meet with potential new clients to establish a positive and strong working relationship, while providing best-in-class legal, advocacy, and advisory services. Candidate will create and implement strategic, operational and tactical initiatives that support key business objectives, therefore, this role requires an attorney with strong analytical, organizational and prioritization skills. Additionally, candidates must possess excellent verbal and written communication skills with a strong emphasis on attention to detail. Associate Attorney will approve/draft pleadings, proactively review, analyze and interpret data and attend hearings in the bankruptcy court in Columbia, SC. Occasional travel to our other offices in Charleston and Myrtle Beach may be needed.

### Requirements: SC Bar License

Experience with Microsoft Excel, Microsoft Word, Microsoft PowerPoint, Best Case, Outlook, G-Mail, Google Documents is Strongly Preferred

Meredith Law Firm, LLC offers employees competitive pay with a comprehensive benefits package.

To be considered for this position, please send a cover letter with salary requirements, resume and at least two professional references. Incomplete submissions will not be considered or reviewed.

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:

Resume  Cover Letter  Transcript  Writing Sample  References: 2  Application

Posted 03/19/19. Job Listing #029

## Christophillis & Gallivan, P.A.

420 E. Park Ave., Ste. 301  
Greenville, SC 29601

Contact Person: Amanda Gallivan  
Title: Partner  
Email: [info@cglawsc.com](mailto:info@cglawsc.com)  
Website: cglawsc.com

Deadline date to apply: May 1, 2019  
Position start date: Flexible

#### Associate Attorney

Christophillis & Gallivan, PA has an opening for a Family Law associate. The ideal candidate will have trial and/or courtroom experience, skill in negotiations, and should be a strong communicator. Excellent writing skills and the ability to work independently in a fast-paced environment are required. A strong academic record is preferred. Candidate must be licensed to practice in the State of South Carolina. Salary will be commensurate with experience. We are currently not accepting resumes from search firms for this position. Resume and cover letter may be emailed to: [info@cglawsc.com](mailto:info@cglawsc.com). Applicants will be notified if interview requested by the end of the application period.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume     Cover Letter     Transcript       Writing Sample     References:       Application

Posted 03/16/19. Job Listing #026

### Yelverton Law Firm, LLC

60 Folly Road  
Charleston, South Carolina 29407

Contact Person: Rob Hadden, Esq.  
Title: Senior Litigation Counsel  
Email: [rhadden@ylitigators.com](mailto:rhadden@ylitigators.com)  
Website: [www.yelvertonlitigators.com](http://www.yelvertonlitigators.com)

Deadline date to apply: As soon as possible  
Position start date: As soon as possible

Attorney  
PLAINTIFFS' LITIGATION ATTORNEY

Yelverton Litigators ([www.yelvertonlitigators.com](http://www.yelvertonlitigators.com)), a plaintiffs' practice located in Charleston, South Carolina, has an immediate opening for a full-time attorney with 2 to 5 years of litigation experience. The attorney filling this position would handle a high volume of personal injury cases on their own and also assist with cases in a second chair role. Ideal candidates would have experience or a comfort level serving as first chair at trial.

Interested candidates should submit a resume and cover letter (explaining why they are interested in the position and why they would be a good fit) to [rhadden@ylitigators.com](mailto:rhadden@ylitigators.com). Rule 403 requirements must be completed. Ideal candidates are licensed in NC and SC.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume    Cover Letter    Transcript       Writing Sample    References:       Application

Posted 02/16/19. Job Listing #023

### Collins & Lacy

1330 Lady Street, 6th Floor  
Columbia, South Carolina 29201

Contact Person: Christian Stegmaier  
Title: Shareholder/Retail Hospitality Practice Group Leader  
Email: [cstegmaier@collinsandlacy.com](mailto:cstegmaier@collinsandlacy.com)  
Website: [www.collinsandlacy.com](http://www.collinsandlacy.com)

Defense Attorney (Retail & Hospitality Law)

Collins & Lacy's Retail & Hospitality group seeks an attorney in Columbia. The position is 100% litigation representing the national and regional leaders in retail & hospitality that do business in South Carolina.

Qualifications

- 3-4 years of experience
- Organized and focused
- Desire to build a business

The ideal candidate will have completed a judicial clerkship and have real litigation experience.

Our legal team gives much deference to veterans of the armed forces, particularly combat veterans.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume    Cover Letter    Transcript       Writing Sample    References:       Application

Posted 01/25/19. Job Listing #017

### Shannon Jones Law Firm, LLC

3 State Street  
Charleston, South Carolina 29401

Contact Person: Shannon Jones  
Email: [shannon@shannonjoneslaw.com](mailto:shannon@shannonjoneslaw.com)

Downtown Charleston law firm seeking full-time associate attorney. Minimum of 3 years' experience preferred, but willing to train the right candidate. Strong work ethic as well as excellent communication and writing skills required. Salary plus retirement plan.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume    Cover Letter    Transcript       Writing Sample    References:       Application

Posted 01/22/19. Job Listing #014

## South Carolina Access to Justice Commission

PO Box 608  
Columbia, SC 29202-0608

Contact Person: Alexis Reynolds  
Title: Administrative Assistant/Law Clerk to the Honorable John C. Few  
Email: [areynolds@sccourts.org](mailto:areynolds@sccourts.org)  
Website: <https://www.scatj.org/>

South Carolina Access to Justice Commission Executive Director

The South Carolina Access to Justice Commission was established by the Supreme Court of South Carolina in 2007. The Commission is part of a national effort, led by the American Bar Association, to expand access to civil legal representation for low-income and disadvantaged people.

The Commission's priorities are to: assess essential civil legal needs of South Carolinians with low income and modest means; foster collaboration and coordination among legal service providers; promote education and outreach on the gap in civil legal services; encourage greater pro bono participation by members of the bar; support increased funding to expand access to justice; support programs and resources to assist self-represented litigants; and recommend new initiatives and technology to expand civil access to justice.

The Executive Director is responsible for:

- (1) Leading the organization and ensuring the strategic plans and visions of the Commission are achieved;
- (2) Identifying impediments to access to justice and strategies to overcome them;
- (3) Developing close relationships with other legal services agencies;
- (4) Planning Commission meetings, including sending notice of meetings to Commission members, preparing meeting Agendas, and recording meeting minutes;
- (5) Running and consistently updating the Commission's social media accounts;
- (6) Writing grants; and
- (7) Keeping records of receipts and all monies spent by the Commission.

The candidate should have a law degree and substantial legal experience.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
 Resume     Cover Letter     Transcript       Writing Sample     References:       Application

Posted 01/22/19. Job Listing #012

## Committee on Indigent Defense

Post Office Box 11589  
Columbia, South Carolina 29211-1589

Contact Person: Robert Dudek  
Title: Chief Appellate Defender  
Email: [Rdudek@sccid.sc.gov](mailto:Rdudek@sccid.sc.gov)  
Website: [www.sccid.sc.gov](http://www.sccid.sc.gov)

Deadline date to apply: Until filled

Position start date: Immediate

### Appellate Defender (Attorney III)

Represent clients convicted of criminal offenses on direct appeal and in post-conviction appeals before the Court of Appeals and the South Carolina Supreme Court. Must be a member of the South Carolina Bar and have all Rule 403 (b) requirements completed. Trial or appellate experience preferred but not required.

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:  
<http://tinyurl.com/y95qfir6>  
 Resume  Cover Letter  Transcript  Writing Sample  References:  Application

Posted 01/22/19. Job Listing #011

### Ogletree Deakins Law Firm

The Ogletree Building, 300 North Main Street  
Greenville, South Carolina 29601

Contact Person: Whitney Dickey

Title: Attorney Recruiter

Email: [whitney.dickey@ogletree.com](mailto:whitney.dickey@ogletree.com)

Website: [www.ogletree.com](http://www.ogletree.com)

Deadline date to apply: 4/14/2019

Position start date: ASAP

### Traditional Labor Attorney

Our Greenville, SC office has an opportunity for an traditional labor associate to join the firm's expanding practice and assume an important role in traditional labor matters, including advising employers on their rights and legal obligations involving union organizing activities; providing employee relations training and advice; and representing employers in unfair labor practice and union representation proceedings before the National Labor Relations Board. This position will involve direct contact with client representatives and opposing counsel. We can provide multiple writing, publishing and speaking opportunities.

Office Perks: Remodeled office space located conveniently in beautiful downtown Greenville, including firm-paid covered parking. There is an on-site gym and sauna, plus a YMCA Corporate Discount. Dry cleaning services are available. We focus on engagement and satisfaction through collegial and philanthropic activities as well as providing effective support services.

### Requirements:

- Juris Doctor. Qualified candidates must be and remain licensed to practice law and in good standing in South Carolina. During employment, must meet requirements for continuing licensure for law practice.
- 1-4 years of traditional labor law and employment experience preferred, but comparable experience may be considered.
- Excellent analytical, writing and communication skills are required.

- Outstanding academic credentials preferred (Top 25% of class).

Benefits:

Ogletree Deakins offers a robust suite of benefits for our attorneys including: comprehensive training and development programs including an annual firm-wide Attorney Retreat, CLE and bar admission expense reimbursement, several competitive annual bonus programs, 401(k) plan, affordable health and life insurance including dental and vision coverage, flexible spending accounts to help offset the cost of dependent care and/or health care expenses, Teladoc to provide 24/7 access to a doctor by phone or online video, employee assistance program, back-up childcare program and a paid parental leave on-ramping program.

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:  
[https://lawcruit.micronapps.com/sup/lc\\_supp\\_app\\_frm.aspx?%40PI3%3CKWEX%40=2%5e71&%3fa8=1%60&B1%3fl%3EJo%3fy%60=1n2ko%60&%3db8=5%60%3bO](https://lawcruit.micronapps.com/sup/lc_supp_app_frm.aspx?%40PI3%3CKWEX%40=2%5e71&%3fa8=1%60&B1%3fl%3EJo%3fy%60=1n2ko%60&%3db8=5%60%3bO)

Resume  Cover Letter  Transcript  Writing Sample  References:  Application

Posted 01/14/19. Job Listing #010

### Carlock Copeland & Stair, LLP

40 Calhoun Street, Suite 400  
Charleston, SC 29401

Contact Person: Michelle Mattox

Title: Marketing Coordinator

Email: [SCAttyJobs@carlockcopeland.com](mailto:SCAttyJobs@carlockcopeland.com)

Website: [carlockcopeland.com](http://carlockcopeland.com)

Carlock, Copeland & Stair, LLP is seeking associate attorneys with civil litigation experience for the firm's Charleston office. Candidates must currently be members of the South Carolina Bar, have their Rule 403 requirements completed, and must have excellent academic credentials. Candidates should have 2-4 years of experience in civil litigation, outstanding research and writing skills, and the ability to handle complex legal matters.

Materials & Response Method:  Email  Mail  Hand Deliver  Apply Online:  
 Resume  Cover Letter  Transcript  Writing Sample  References:  Application

Posted 01/08/19. Job Listing #007

### State Fiscal Accountability Authority

1201 Main Street, Suite 440  
Columbia, South Carolina 29201

Contact Person: Stephanie Boozer

Title: Human Resources Specialist

Email: [stephanie.boozer@sfaa.sc.gov](mailto:stephanie.boozer@sfaa.sc.gov)

Website: [www.sfaa.sc.gov/jobs](http://www.sfaa.sc.gov/jobs)

Deadline date to apply: Continuous



Attorney / 60013729 - Insurance Defense Counsel Related Position

The Job: The agency is seeking a staff attorney to serve in the Office of General Counsel as both primary counsel to the Insurance Reserve Fund and general staff lawyer to the State Fiscal Accountability Authority, its executive offices, and its governing board.

The Employer: Formerly part of the Budget and Control Board, the Fiscal Accountability Authority is the State agency charged with administering the State's self-insurance fund (the Insurance Reserve Fund); with operating the State's central office for the acquisition of information technology, supplies, services, and construction; and with approving major government transactions (capital improvements, bonds/debt, real property transactions, etc.). For more information, visit our website at [www.sfaa.sc.gov](http://www.sfaa.sc.gov).

Location: Columbia, SC

The Opportunity: This position offers a stimulating practice, while allowing you to maintain work/life balance and practice in a collegial environment. It also offers the employment stability and benefits package associated with state government employment. The Agency's hiring range runs from \$80,000 to \$110,000. Salary offered will be commensurate with experience.

Preferences: Substantial experience serving as insurance defense counsel is highly preferred and should be highlighted on your application. Also highlight your experience trying civil cases to a jury in state or federal court, addressing insurance coverage issues, or managing complex business transactions. Please indicate whether you are admitted to practice before the United States District Court for the District of South Carolina. In order to be considered, an applicant must have a juris doctor degree or its equivalent from an accredited law school, must have been licensed as an attorney in the United States for at least 6 years, and must be a member in good standing of the South Carolina Bar.

Materials & Response Method:  Email       Mail       Hand Deliver       Apply Online:  
[www.sfaa.sc.gov/jobs](http://www.sfaa.sc.gov/jobs)  
 Resume     Cover Letter     Transcript       Writing Sample     References: 3       Application

Posted 01/07/19. Job Listing #005

## PERMANENT POSTINGS

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### **SCBar.org – (recent graduates/alumni)**

Columbia, SC

For all attorney/legal positions posted with the South Carolina Bar please go to the following link:

<https://www.scbar.org/careers-classifieds/>.

### **Fragomen – (recent graduates/alumni)**

Various Locations

Associate Positions

For all information please go to: <https://fragomen.wd1.myworkdayjobs.com/FragomenCareers/jobs>

### **Thomson Reuters – (recent graduates/alumni) Various Locations**

To access all available positions: <http://jobs.thomsonreuters.com/ListJobs/All/Search/jobtitle/attorney/>

### **U.S. Department of Justice – (alumni)**

US Dept. of Justice seeks to attract, retain, and promote individuals of exceptional ability and talent from all walks of life. The work environment and atmosphere is open, diverse, collegial, and inclusive. There are active affinity groups for African-American; Asian-American; Hispanic; lesbian, gay, bisexual and transgender (LGBT); and Native American employees, which are open to all DOJ employees regardless of background. Justice fosters a work environment where people of all backgrounds and experiences may reach their full potential. Attorney vacancy announcements may be found at: <http://www.justice.gov/legalcareers/attorneys-vacancies>.

### **U.S. Attorney's Office – (alumni)**

For all employment opportunities please go to <http://www.justice.gov/legal-careers/attorneysvacancies>

### **U.S. Office of the Attorney General – (alumni)**

Various Locations

To view all attorney positions please go to <http://oag.dc.gov/page/oag-careers>.

### **U.S. Securities and Exchange Commission – (alumni)**

For all employment opportunities please go to <https://www.usajobs.gov/>

### **State of New York Unified Court System – (alumni)**

NY

For all postings and information go to: <http://www.courts.state.ny.us/careers/statewide>

### **Veteran Employment Opportunities**

Veterans may access future job opportunities on our *VA for Vets* website; from the right side of the homepage, scroll to the end under the header -- Featured Jobs: <http://vaforvets.va.gov/>.

### **City of Chicago Department of Law – (recent graduates/alumni)**

Chicago, IL

PLEASE GO TO [www.cityofchicago.org/careers](http://www.cityofchicago.org/careers) FOR A COMPLETE LISTING OF CURRENT JOB ANNOUNCEMENTS AND INFORMATION.

### **Carolina Legal Associates – (recent graduates/alumni)**

1330 Lady Street, Suite 503

Columbia, SC 29201

Attention: Marsha Silver, President

**Carolina Legal Associates** specializes in the placement of attorneys for private law firms, corporate legal departments, and governmental entities on a permanent or contractual basis. We can offer you increased exposure in areas in the legal profession that you may not have considered or did not previously have an opportunity. After evaluating your qualifications and needs, we can assess the best positions for you based on your experience and interest. There is never a fee to you to work with Carolina Legal Associates. For more information and additional job opportunities, please visit our website [www.carolinalegalassoc.com](http://www.carolinalegalassoc.com) or contact our office at **(803) 799-8835**.

Contract Attorneys (Document Review)

**Carolina Legal Associates** is actively seeking licensed attorneys and recent law school graduates to work on ongoing and upcoming document review projects. Short and long term projects are available in Charleston and Columbia, SC. These projects are fulltime with flexible hours to include possible weekend hours and opportunities for bonuses. Previous document review and Relativity experience is helpful, but not required. Resumes will be held in strict confidence and should be forwarded along with three (3) professional references to [msilver@carolinalegalassoc.com](mailto:msilver@carolinalegalassoc.com), [tkelley@carolinalegalassoc.com](mailto:tkelley@carolinalegalassoc.com) or [rwest@carolinalegalassoc.com](mailto:rwest@carolinalegalassoc.com) for immediate consideration.

### **United States Department of Justice – (alumni) Washington, D.C.**

To learn more about Justice and our legal careers, please visit our website: [www.justice.gov/careers/legal](http://www.justice.gov/careers/legal). We encourage all interested applicants to apply; however, please note that due to temporary funding restrictions we may not be able to fill all of the currently advertised positions.

### **LinkedIn (Search for Jobs) [www.linkedin.com](http://www.linkedin.com)**

LinkedIn has a Jobs section and people seeking jobs are encouraged to join. A

PROFESSIONAL picture is needed. Please contact the Career Services Office if you have any questions.

## **American Civil Liberties Union Foundation**

Various Locations

Please go to <http://www.aclu.org/careers> to view all open positions, including Staff Attorney – Racial Justice Program, NY and Legislative Counsel/Lobbyist in Washington Legislative Office, Washington, D.C.

## **University of South Carolina – (recent graduates/alumni)**

Columbia, SC

If you are interested in applying for University of South Carolina jobs, visit: <https://usciobs.sc.edu/>

## **WEBSITE INFORMATION**

### **Carolina Legal Staffing LLC**

South Carolina: Columbia, Greenville, and Charleston

North Carolina: Charlotte, Raleigh,

CAROLINA LEGAL STAFFING provides full service permanent and temporary placement of attorneys, paralegals, document review and legal support in every major market in the Carolinas. Law firms and legal departments from sole practitioners to Fortune 500 companies and national law firms have come to value the caliber and quality of both our services and our candidates. Our reputation is dependent on the integrity and value of our placements whether for a few days or a career. For all information on available positions go to: [www.carolinalegal.com](http://www.carolinalegal.com)

### **Federal Bureau of Investigation**

Job postings for this agency are continually listed at [www.fbijobs.gov](http://www.fbijobs.gov) Please visit website for information.

### **IRS Office of Chief Counsel – (recent graduate/alumni)**

USAJOBS link for the tax attorney positions: <http://jobsearch.usajobs.gov/>

### **Millennium Challenge Corporation (MCC)**

The MCC is a U.S. Government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected developing counties that demonstrate a commitment to just and democratic governance, economic freedom, and investments in their citizenry. Website: [www.mcc.gov](http://www.mcc.gov) Job postings for this agency are listed at [www.avuedigitalservices.com](http://www.avuedigitalservices.com) Please visit website for information.

## South Carolina Government Jobs – (recent graduates/alumni)

To view the full job posting for any opening at State of South Carolina, click here:

<http://agency.governmentjobs.com/sc/default.cfm>

Click on a job title to view the complete job posting of any position listed. After you have reviewed the job posting, you can apply for the position by clicking on the "Apply" button and completing the online application.

### USDOJ – (alumni)

Various Locations

Attorney Vacancies at the U.S. Department of Justice

There are current attorney vacancies at the United States Department of Justice. We encourage all interested applicants to apply; however, please note that due to temporary funding restrictions we may not be able to fill all of the currently advertised positions.

To learn more about Justice and our legal careers, please visit our website:

[www.justice.gov/careers/legal/](http://www.justice.gov/careers/legal/).

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BarBri Bar Review <http://www.barbri.com>

Department of Justice <http://www.usdoj.gov>

Directories/Job Boards <http://www.airsdirectory.com>

Earthjustice Legal Defense Fund <http://www.earthjustice.org>

Equal Employment <http://www.eeoc.gov>

Federal Communications Commission <http://www.fcc.gov/jobs>

Find a Firm Profile <http://www.lawperiscope.com>

Florida State Jobs <https://peoplefirst.myflorida.com>

Glassdoor <https://www.glassdoor.com/index.htm>

Institute for Justice <http://ij.org>

Landmen [www.landmen.net](http://www.landmen.net)

Martindale-Hubbel Law Directory <http://www.martindale.com>

National Labor Relations Board <http://www.NLRB.gov>

North Carolina Conference of District Attorneys <http://www.ncdistrictattorney.org/jobopportunities.html>

New Jersey Court System <http://www.judiciary.state.nj.us/jobs/index.html>

Office of the Attorney General for the District of Columbia <https://oag.dc.gov/page/supervisory-and-staff-attorney-positions>

Richland County Bar Association <http://www.richbar.org>

Political and Legislative News [www.rollcall.com](http://www.rollcall.com)

South Carolina Bar  
<http://www.scbar.org>

The Law Clerk Hiring Plan <http://www.cadc.uscourts.gov>

Top Nonprofits [www.topnonprofits.com](http://www.topnonprofits.com)

U.S. Patent & Trademark Office <https://oedci.uspto.gov/OEDCI/>

United States Court of Appeals for the Ninth Circuit <http://www.ca9.uscourts.gov>

United States Bankruptcy Court - District of South Carolina <http://www.scb.uscourts.gov>

END OF ALUMNI JOB OPPORTUNITIES BULLETIN