William Mitchell College of Law
24 Job Postings Selected
Properties Attorney
Menard, Inc (Eau Claire, WI)

**Position** Full-time

**Practice Area(s):** All Practice Areas

**Geographic Preference:** Wisconsin

**Description:** POSITION SUMMARY: Corporate Counsel is an in-house position working in the Properties department of legal advice for Real Estate Associates and Sales and Leasing Team Members and other company departments.

**PRIMARY RESPONSIBILITIES:**
- Acquisition and disposition of real estate, including but not limited to the drafting, negotiation and management of leases, easements, development agreements, construction agreements, and escrow agreements.
- Handle real estate closings, §1031 exchanges.
- Negotiation and drafting of leases for Menard retail stores and tenant spaces.
- Property management and landlord/tenant issues for existing leases.
- Provide legal advice for other Menard departments on an as needed basis including store planning/contractual issues for Menards, Manufacturing, and Counter Tops, Inc.
- Investigation and follow up for various notices and day-to-day correspondence.
- Commercial leasing of Menard retail stores and commercial and residential developments.
- Resolve issues arising out of the construction of Menard stores and commercial and residential developments.
- Special projects as directed by the Sr. Corp. Counsel.

**Desired Class Level:** Alumni JD

**Posting Date:** August 20, 2015

**Expiration Date:** September 11, 2015

**Contact:** Anne Nelson
Human Resource Manager
5101 Menard Dr. Eau Claire, Wisconsin 54703
http://www.menards.com

**Resume Receipt:** Other (see below)

**How To Apply:** http://www.hirebridge.com/jobseeker2/viewdetail.asp?joblistid=264869&come=&page=1&logo=yes&s=

**Additional Documents:** Unofficial Transcript

**ID:** 8727
Workers Compensation Attorney
Fay & Associates (Minneapolis, MN)

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<tr>
<th><strong>Position</strong></th>
<th>Full-time</th>
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**Description:** Our busy downtown Minneapolis law firm is looking for a full time workers' compensation attorney to join the team. Must have a minimum of one year practice in MN with workers' compensation law.

Claim petitions, attend rehabilitation/medical conferences and hearings, prepare and draft work comp demands, perform discovery tasks (including depositions), meditations, and case signups.

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<thead>
<tr>
<th><strong>Desired Class Level:</strong></th>
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<tr>
<td><strong>Posting Date:</strong></td>
<td>August 19, 2015</td>
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<tr>
<td><strong>Expiration Date:</strong></td>
<td>September 25, 2015</td>
</tr>
<tr>
<td><strong>contact:</strong></td>
<td>Courtney Cove</td>
</tr>
<tr>
<td></td>
<td>619 S 10th Street Minneapolis, Minnesota 55404</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.mcfay.com">http://www.mcfay.com</a></td>
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</tbody>
</table>

| **Resume Receipt:**      | E-mail, Accumulate Online |
| **Default email for resumes:** | rachel@mcfay.com |

| **ID:** | 8724 |
Attorney
### Michael Healey Law, LLC (St. Paul, MN)

**Position**
- Full-time

**Type:**

**Practice Area(s):**
- Employment & Labor Law, Personal Injury, Workers Compensation

**Geographic Preference:**
- Twin Cities Metro (MN)

**Description:**
St. Paul attorney has large number of contingent fee cases in personal injury, employment and workers compensation and needs aggressive, diligent attorney with 1 to 10 years experience who is looking for cases. Compensation to be paid on percentage basis to be negotiated. Attorney must be willing to work remotely but will have full access to office and conference room as needed.

**Desired Class Level:**
- Alumni JD

**Posting Date:**
- August 18, 2015

**Expiration Date:**
- September 18, 2015

**Salary Range:**
- Unknown / Depends on Qualifications

**Contact:**
- Mr. Michael B. Healey
  - Attorney
  - 1599 Selby Ave. #106LL St. Paul, Minnesota 55104 United States
  - http://www.michaelhealeylaw.com

**Resume Receipt:**
- E-mail

**Default email for resumes:**
- mikeh@michaelhealeylaw.com

**Additional Documents:**
- Cover Letter

**Requested Document Notes:**
- Brief cover letter would be helpful but not required.

**ID:**
- 8718
Patent Attorney
Hamre, Schumann, Mueller & Larson P.C. (Minneapolis)

**Position**  
Full-time

**Practice Area(s):**  
All Practice Areas

**Geographic Preference:**  
Twin Cities Metro (MN)

**Description:**  
Hamre, Schumann, Mueller & Larson, P.C. (HSML) is seeking a Patent Attorney with 2-3 years of experience in drafting and/or prosecuting patent applications. Alternatively, consideration will be given to a more recent graduate with engineering experience. This person will have at least a Bachelor’s degree in electrical or mechanical engineering. Must be adept at internet search usage in order to access and efficiently utilize sites such as Patent Hunter, Google Patents, Lexis Nexis, Total Patent, PAIR, Orbit, and various patent organizational websites (USPTO, EPO, etc.). International culture experience is a plus.

Will work directly with our clients and contacts (national and international) in evaluating invention disclosures and developing patent application drafts with claims of appropriate scope; preparing and prosecuting patent applications; completing work within set docket date timeframes; arranging for patent novelty searches and analyzing search reports including prior art; reviewing relevant third-party patents/patent publications; preparing voluntary claim amendments, office-action responses, re-examination requests and/or appeal briefs as required for pending patent applications; assisting inventors, preparing invention disclosures, conducting inventor interviews, and guiding new inventors through the patent filing and prosecution process; and working with clients and in-house attorneys to make filing decisions maximizing the scope of patent protection, to ensure that patents that are filed and prosecuted contain claims of the broadest possible scope to withstand judicial scrutiny in litigation.

HSML is a full service IP law firm with a large international and domestic practice. In particular, HSML has a rapidly growing China practice.

**Desired Class Level:**  
Alumni JD

**Posting Date:**  
August 18, 2015

**Expiration Date:**  
September 30, 2015

**Salary Range:**  
Unknown / Depends on Qualifications

**contact:**  
Ms. Elaine R. Tinker  
H.R. Administrator  
45 S 7th St. Suite 2700 Minneapolis, Minnesota 55402 United States

**Resume Receipt:**  
E-mail

**Default email for resumes:** etinker@hsml.com

**Additional Documents:**  
Cover Letter

**ID:** 8719
Resource/Staff Attorney
Legal Services of Northwest MN (Moorhead, MN)

**Position Type:**

- **Full-time**

**Practice Area(s):**

- All Practice Areas

**Geographic Preference:**

- Minnesota (outside Twin Cities)

**Description:**

LOCATION: Legal Services of Northwest Minnesota in Moorhead, Minnesota.

ORGANIZATION: Legal Services of Northwest Minnesota (LSNM) provides legal representation to low-income and senior citizens in 22 northwest Minnesota counties. LSNM combines three staffed offices and a Judicare program comprised of 210 private attorneys.

DUTIES: May include, but are not limited to: Recruit, train, support and retain volunteer and Judicare attorneys to provide advice, brief service or full representation to program eligible clients; develop and promote innovative resources to support the attorneys’ Judicare and pro bono work; oversee compilation of client files for referral to volunteer attorneys; refer cases to volunteer attorneys and conduct follow up; coordinate advice clinics throughout service area; plan and execute events to train and recognize volunteers; recruit retired attorneys to LAWS program; promote LSNM by outreach to current and potential community partners; work closely with Client-Attorney Coordinator; develop and implement program evaluations; represent low-income and senior citizens primarily in poverty law areas of family law, public benefits, consumer law, Social Security Disability and SSI, health, public housing, and landlord-tenant; managing a partial caseload; providing advice and brief services for clients where appropriate; representing clients in administrative and judicial forums; and special legal and community projects impacting low income clients; other responsibilities and duties upon request to further the mission of the organization. Travel required.

QUALIFICATIONS: Licensed to practice law in the State of Minnesota. If not licensed in Minnesota, be eligible for admission by reciprocity. Excellent written, verbal and interpersonal skills. Excellent organizational and prioritization skills. Demonstrable history of a commitment to assisting low-income individuals. Excellent communication skills including public speaking and ability to meet with professionals. Preferred but not required: Two+ years practicing law, in legal services or judicial clerkship and experience working with private attorneys in northwest Minnesota. Sensitivity to needs and problems of low-income and senior citizens. Driver’s license required.

**Desired Class Level:**

- Alumni JD

**Posting Date:**

- August 18, 2015

**Expiration Date:**

- September 4, 2015

**Salary Range:**

- 40,000 - 49,999

**contact:**

- Anne Hoefgen
  Executive Director
  1015 7th Ave N PO Box 838 Moorhead, Minnesota 56561-0838

**Resume Receipt:**

- E-mail, Other (see below)
Default email for resumes:

**How To Apply:** SEND LETTER WITH RESUME AND THREE REFERENCES TO: Anne Hoefgen, Executive Director, LSNM, P.O. Box 838, Moorhead, MN 56561 0838.

**Additional Documents:** Cover Letter

**ID:** 8715
Associate Attorney
Newquist & Kimball Law Offices, P.C. (Fridley, Minnesota)

**Position Type:**

**Geographic Preference:** Twin Cities Metro (MN)

**Description:** Small firm in north metro looking for recent graduate admitted to MN Bar (or awaiting results) to fill Full Time Associate Attorney position. Must be interested in municipal prosecution and have above-average computer skills. Please email cover letter and resume to email@nhk-law.com.

**Desired Class Level:** Alumni JD

**Posting Date:** August 14, 2015

**Expiration Date:** September 14, 2015

**contact:** Mr. Carl J. Newquist
Partner
6401 University Ave NE, Suite 301 Fridley, Minnesota 55423
http://nhk-law.com

**Resume Receipt:** E-mail

**Default email for resumes:** email@nhk-law.com

**Additional Documents:** Cover Letter

**ID:** 8711
The Coleman Law Firm, LLC (Minneapolis, MN)

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<thead>
<tr>
<th>Position Type:</th>
<th>Full-time</th>
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<tbody>
<tr>
<td>Practice Area(s):</td>
<td>Litigation, Construction Law, Insurance Law</td>
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<tr>
<td>Geographic Preference:</td>
<td>Twin Cities Metro (MN)</td>
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<tr>
<td>Description:</td>
<td>A local law firm representing businesses engaged in architecture, engineering and concrete construction as well as litigation and general business law is looking to add an Associate Attorney with 3-5 years of litigation experience. Qualified candidates will possess a background in construction, engineering or insurance. A technical background and a strongly evidenced interest in technically complex issues is a plus. This is a unique opportunity to interact with a group of senior, experienced construction law attorneys.</td>
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</tbody>
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Interested applicants should send a cover letter expressing interest in this opportunity (include number of depositions you have done, how you have been involved in business development and why you want to move), resume, writing sample and long-term career goals. Salary commensurate with experience.

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<tr>
<td>Salary Range:</td>
<td>Unknown / Depends on Qualifications</td>
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<tr>
<td>contact:</td>
<td>Mr. J. R. Toren</td>
</tr>
<tr>
<td>Attorney, Office Manager</td>
<td></td>
</tr>
<tr>
<td>800 Washington Ave N, Suite 620 Minneapolis, Minnesota 55401</td>
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<tr>
<td><a href="http://www.jwcolaw.com">http://www.jwcolaw.com</a></td>
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<td>Additional Documents:</td>
<td>Cover Letter, Writing Sample, Other Documents</td>
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<td>Requested Document Notes:</td>
<td>resume cover letter expressing interest in the opportunity and long term career goals</td>
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Senior Legal Counsel
Gigya

**Position** Full-time

**Type:**

**Description:** Gigya is seeking a Senior Legal Counsel to join its Mountain View headquarters office. You will be the senior member of Gigyas in-house legal team, working closely with key internal stakeholders on a wide range of legal projects. The Senior Legal Counsel will report to Gigyas CFO. Gigyas legal team emphasizes working efficiently and providing practical, actionable legal advice. The ideal candidate is bright and flexible, and able to manage competing priorities, structure and negotiate complicated enterprise sales transactions, provide effective product advice, and otherwise support colleagues throughout the company.

Responsibilities:

Support sales, account management, professional services, product, marketing, finance and other internal teams to address a range of contractual and compliance-related matters.

Negotiate and oversee a high volume of enterprise-level sales contracts in order to support a fast-moving, global sales organization.

Drive the continuous improvement of standard form agreements and legal processes.

Perform multiple, time-sensitive projects in a fast-paced environment.

Develop and ensure compliance with Gigyas internal contract review process.

Advise senior management on regulatory requirements, especially global data privacy and security, as well as other evolving legal topics relevant to Gigyas business, both domestically and internationally.

Manage relationships with outside legal counsel and provide mentorship and oversight of internal legal team members.

**Required Skills and Experience:**

7+ years of relevant experience, including significant time both at a law firm and in house at a technology company (preferably SaaS).

JD from an accredited law school.

Current member of the California bar in good standing.

Excellent analytical ability and exceptional written, oral and interpersonal communication skills.

Extensive commercial experience, including drafting and negotiating SaaS and other cloud services agreements, professional services agreements, licenses and intellectual property agreements. Experience with data privacy law preferred.

Demonstrated leadership, organizational and project-management skills.

Experience advising C-level management on legal and business-risk issues.

**About Gigya:**

With Gigyas technology, businesses increase registrations and identify customers across devices, consolidate data into rich customer profiles, and provide better service, products and experiences by integrating data into marketing and service applications.

Gigyas platform was designed from the ground up for social identities, mobile devices, consumer privacy and modern marketing. Gigya provides developers with the APIs they need to easily build and maintain secure and scalable registration, authentication, profile management, data analytics and third-party integrations.

More than 700 of the worlds leading businesses such as Fox, Forbes, and Verizon rely on Gigya to build identity-driven relationships and to provide scalable, secure Customer Identity Management.

**Desired** Alumni JD
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<td><strong>Expiration Date:</strong> September 18, 2015</td>
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<tr>
<td><strong>contact:</strong> Christina Wilson</td>
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<tr>
<td>2513 Charleston Rd Mountain View, California 94043 United States</td>
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<tr>
<td><strong>Resume Receipt:</strong> Other (see below)</td>
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<tr>
<td><strong>How To Apply:</strong> <a href="https://hire.jobvite.com/j?cj=0Kyx1fwA&amp;s=nacelink">https://hire.jobvite.com/j?cj=0Kyx1fwA&amp;s=nacelink</a></td>
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<td><strong>ID:</strong> 8703</td>
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Staff Attorney
Wisconsin Judicare, Inc (Wausau, WI)

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<tr>
<th><strong>Position</strong></th>
<th>Full-time</th>
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<tr>
<td><strong>Type:</strong></td>
<td>Wisconsin</td>
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</table>

**Description:** Wisconsin Judicare, Inc. is seeking a full-time staff attorney in the Wausau office located in Wausau, Wisconsin.

**WISCONSIN JUDICARE, INC.**

Wisconsin Judicare, Inc. is a non-profit organization funded by the federal Legal Services Corporation, the Wisconsin Trust Account Foundation, and other sources. Wisconsin Judicare provides civil legal services to low-income persons in the northern 33 counties of Wisconsin, as well as the 11 federally recognized Indian tribes.

**KEY RESPONSIBILITIES**

Attorney must have experience or a strong interest in poverty law and be willing to provide brief services and/or representation to those eligible low-income Wisconsin residents. The position will involve providing advice on a telephone hotline, as well as legal representation in various civil legal cases in traditional poverty law areas, including: public benefits, landlord/tenant and consumer law. All staff attorneys are expected to share responsibility for the development and maintenance of good working relationships with community groups, as well as with state and local bar associations. Staff attorneys may be called on to provide training and assistance to Judicare panel private attorneys, and training for community agencies. Travel may be required.

**QUALIFICATIONS**

Qualifications for this position include experience and an ability to work across a broad range of areas. Individuals should have experience or interest, specifically in the area of public benefits and housing as well as general civil practice and poverty law issues.

**TO APPLY**

Submit resume, references, and writing sample to:
Mary Jo Nyenhuis, Executive Secretary
Wisconsin Judicare, Inc.
P.O. Box 6100
Wausau, WI 54402-6100
info@judicare.org

Wisconsin Judicare is an Equal Opportunity/Affirmative Action Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by State or Federal law.

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<th><strong>Desired Class Level:</strong></th>
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<tr>
<td><strong>Expiration Date:</strong></td>
<td>September 11, 2015</td>
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<tr>
<td><strong>contact:</strong></td>
<td>Rosemary R. Elbert</td>
</tr>
<tr>
<td></td>
<td>300 Third Street Suite 210, Box 6100 Wausau, Wisconsin 54402-6100</td>
</tr>
<tr>
<td><strong>Resume Receipt:</strong></td>
<td>Other (see below)</td>
</tr>
<tr>
<td><strong>How To Apply:</strong></td>
<td>TO APPLY</td>
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<tr>
<td></td>
<td>Submit resume, references, and writing sample to:</td>
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<td>Mary Jo Nyenhuis, Executive Secretary</td>
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<td>Wisconsin Judicare, Inc.</td>
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<td>P.O. Box 6100</td>
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<td>Wausau, WI 54402-6100</td>
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Attorney
Peloquin & Minge, P.A. (Perham, Minnesota)

**Position**  
Full-time

**Type:** General Practice

**Practice Area(s):**

**Geographic Preference:** Minnesota (outside Twin Cities)

**Description:** General Practice Associate  
Peloquin Law Office, P.A. seeks to hire an associate attorney for its Perham practice. The position will involve trial work and some transactional work. Case files will involve a variety of subject matter areas. You must commit to providing an excellent work product and hard work and possess good research and writing skills. We are looking for someone who is interested in becoming a practice partner.

**Desired Class Level:** Alumni JD

**Posting Date:** August 10, 2015

**Expiration Date:** August 28, 2015

**Salary Range:** Unknown / Depends on Qualifications

**contact:** Ms. Paula J Williamson  
Office Manager  
432 3rd Ave SE Perham, Minnesota 56573  
http://peloquin-tinge.com

**Resume Receipt:** E-mail

**Default email for resumes:** paula@peloquinlawoffice.com

**How To Apply:** Attn: Paula  
Peloquin & Minge, P.A.  
432 3rd Ave SE  
Perham, MN 56573

**Additional Documents:** Cover Letter, Unofficial Transcript

**ID:** 8695
Litigation Associate
Leonard, O’Brien, Spencer, Gale & Sayre, Ltd

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<th>Litigation Associate</th>
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<tr>
<td>Geographic Preference:</td>
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**Description:**
Since 1968, our firm has been among the finest law firms in the region for banking, bankruptcy, civil litigation, construction litigation, corporate counsel employment law, estate planning and real estate services. Recently we also added a Taft-Hartley employee benefits group. We are looking for an associate attorney who will be primarily working in the area of civil litigation. The associate will also work with our employee benefits group. Fast-paced and challenging, this position will offer an opportunity to grow and develop your research and writing skills as well as afford you development of client services skills. The ideal candidate will have been practicing law for 1-3 years; preferably in civil litigation. Experience with employee benefit plans is beneficial. Strong academic record, writing sample and references are required.

**Desired Class Level:** Alumni JD

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<th>Posting Date:</th>
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<tbody>
<tr>
<td>Expiration Date:</td>
<td>September 8, 2015</td>
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**contact:** Ms. Lori Ludke
Legal Assistant
100 South Fifth Street, Suite 2500 Minneapolis, Minnesota 55402

**Resume Receipt:** E-mail

**Default email for resumes:** lludke@losgs.com

**Additional Documents:** Cover Letter, Writing Sample, Other Documents

**Notes:** The ideal candidate will have been practicing law for 1-3 years; preferably in civil litigation. Experience with employee benefit plans is beneficial. Strong academic record, writing sample and references are required. Submit your materials to: Lori Ludke, Leonard, O’Brien, Spencer, Gale & Sayre, Ltd., 100 South Fifth Street, Suite 2500, Minneapolis, Minnesota 55402; or email to lludke@losgs.com.

**ID:** 8694
CIVIL UNIT STAFF ATTORNEY
Wisconsin Judicare, Inc (Waussau, WI)

**Position** Full-time

**Type:**

**Geographic Preference:** Wisconsin

**Description:** Wisconsin Judicare, Inc. is seeking a full-time staff attorney in the Wausau office located in Wausau, Wisconsin.

**WISCONSIN JUDICARE, INC.**

Wisconsin Judicare, Inc. is a non-profit organization funded by the federal Legal Services Corporation, the Wisconsin Trust Account Foundation, and other sources. Wisconsin Judicare provides civil legal services to low-income persons in the northern 33 counties of Wisconsin, as well as the 11 federally recognized Indian tribes.

**KEY RESPONSIBILITIES**

Attorney must have experience or a strong interest in tax law and be willing to provide services and/or representation to those eligible low-income Wisconsin residents with tax problems. The position will involve providing advice on a telephone hotline, as well as legal representation in various civil legal cases in traditional poverty law areas, including: family, landlord/tenant and consumer law. All staff attorneys are expected to share responsibility for the development and maintenance of good working relationships with community groups, as well as with state and local bar associations. Staff attorneys may be called on to provide training and assistance to Judicare panel private attorneys, and training for community agencies. Travel may be required.

**QUALIFICATIONS**

Qualifications for this position include experience and an ability to work across a broad range of areas. Individuals should have experience, specifically in the area of taxation, as well as general civil practice and poverty law issues.

**TO APPLY**

Submit resume, references, and writing sample to:
Mary Jo Nyenhuis, Executive Secretary
Wisconsin Judicare, Inc.
P.O. Box 6100
Wausau, WI 54402-6100
info@judicare.org

**Desired Class Level:** Alumni JD

**Posting Date:** August 6, 2015

**Expiration Date:** August 31, 2015

**contact:** Rosemary R. Elbert
300 Third Street Suite 210, Box 6100 Waussau, Wisconsin 54402-6100

**Resume Receipt:** E-mail, Other (see below)

**Default email for resumes:** info@judicare.org

**How To Apply:** Submit resume, references, and writing sample to:
Mary Jo Nyenhuis, Executive Secretary
Wisconsin Judicare, Inc.
P.O. Box 6100
Wausau, WI 54402-6100
info@judicare.org
Additional Documents: Writing Sample, Other Documents

**ID:** 8598
ESTATE PLANNING/PROBATE ATTORNEY
Leonard, O'Brien, Spencer, Gale & Sayre, Ltd

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<th>Position</th>
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<tr>
<td><strong>Type:</strong></td>
<td>Twin Cities Metro (MN)</td>
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**Description:** Leonard, O'Brien, Spencer, Gale & Sayre, Ltd. is an AV-rated mid-sized law firm located in downtown Minneapolis. We are seeking an associate attorney with 1 to 3 years of experience in the estate planning and probate practice area. We are looking for someone who has interest and experience in both planning/transactional work and litigation in the probate area, and who wants to make a long-term move into an entrepreneurial work environment. Must have superior verbal and written communication skills and the ability to prioritize and multi-task. We offer a competitive compensation package in a professional, friendly environment. Send cover letter and resume to Lori Ludke, Leonard, O'Brien, Spencer, Gale & Sayre, Ltd., 100 South Fifth Street, Suite 2500, Minneapolis, Minnesota 55402; or email to lludke@losgs.com.

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<table>
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<th>Expiration Date:</th>
<th>September 6, 2015</th>
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| **contact:** | Ms. Lori Ludke  
Legal Assistant  
100 South Fifth Street, Suite 2500 Minneapolis, Minnesota 55402 |
|--------------|---------------------------------------------------|

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<th>Resume Receipt:</th>
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<tr>
<th>Default email for resumes:</th>
<th><a href="mailto:lludke@losgs.com">lludke@losgs.com</a></th>
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<tr>
<th>Additional Documents:</th>
<th>Cover Letter</th>
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| ID: | 8689 |
Litigation Associate
Thompson Hall (Minneapolis)

**Position**  
**Type:** Full-time

**Practice Area(s):** Litigation

**Geographic Preference:** Twin Cities Metro (MN)

**Description:** Thompson Hall is looking to hire a full-time associate with 0–2 years of litigation experience. Primary focus will be litigation support for 3 partners in the firm. We are looking for an attorney currently licensed or who has taken the bar exam in Minnesota to start immediately. Compensation will depend upon qualifications and experience.

Send cover letter, resume, law school transcript (unofficial transcript is acceptable), and writing sample to Jeff Upin at admin@thompsonhall.com.

Qualified candidates will be contacted for an interview. Applications received will be considered active for 30 days.

**Desired Class Level:** Alumni JD

**Posting Date:** August 5, 2015

**Expiration Date:** September 1, 2015

**Salary Range:** Unknown / Depends on Qualifications

**Contact:**  
Mr. Jeff Upin  
COO  
901 Marquette Ave., Suite 1675 Minneapolis, Minnesota 55402  
http://www.thompsonhall.com

**Resume Receipt:** E-mail

**Default email for resumes:** admin@thompsonhall.com

**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample

**ID:** 8682
Associate Attorney
Huson Law Firm, PLLC (Maplewood, MN)

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<td>Practice</td>
<td>Family Law</td>
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<td>Area(s):</td>
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<tr>
<td>Geographic Preference:</td>
<td>Twin Cities Metro (MN)</td>
</tr>
</tbody>
</table>

**Description:** Huson Law Firm is a small family law firm located in Maplewood, MN. We are seeking an associate level attorney with 0-5 years experience. Duties would include:
- Making court appearances
- Attend and conduct depositions
- Draft pleadings
- Good communication skills required
- Ability to analyze legal issues and determine relevant facts
- Manage a case load and calendar system
- Work as a team and independently
- Manage time well
- Conduct settlement negotiations
- Conduct legal research
- Interview clients and witnesses
- Ability to present legal arguments effectively in oral and written form
- Knowledge of law and Rules of Procedure

Applicant must be licensed to practice law in Minnesota or have just taken the bar exam. Particular duties and salary will depend on experience level. Strong interest in family law is a necessity. Only qualified candidates will be contacted.

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<tr>
<th>Desired Class Level:</th>
<th>Alumni JD</th>
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<table>
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<tr>
<th>Posting Date:</th>
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<tbody>
<tr>
<td>Expiration Date:</td>
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**Contact:**
Ms/ Kim Palme
Office Manager/Paralegal
2109 County Road D East Suite C Maplewood, Minnesota 55109
http://www.husonlawfirm.com

**Resume Receipt:**
E-mail

**Default email for resumes:**
paralegal@husonlawfirm.com

**Additional Documents:**
Cover Letter, Unofficial Transcript, Writing Sample, Other Documents

**Requested Document Notes:** Please include references and salary requirements.

**ID:** 8675
Associate Attorney - Workers' Compensation
### Position
**Type:** Full-time

### Practice Area(s):
**Workers Compensation**

### Geographic Preference:
**Twin Cities Metro (MN)**

### Description:
Arthur, Chapman, Kettering, Smetak & Pikala P.A. is seeking an entry-level attorney to join our growing workers’ compensation practice group. We are a team-oriented firm committed to providing our clients with superior legal services. We are seeking a newly licensed attorney to join our team who has an interest in learning and practicing in the area of workers’ compensation defense. Candidates must possess a strong work ethic along with excellent communication and writing skills. We are located in downtown Minneapolis and offer competitive salary and benefits.

Please submit your cover letter, resume, transcript, and writing sample to: Human Resources Manager at recruiting@arthurchapman.com.

Equal Opportunity Employer

**Desired Class Level:** Alumni JD

**Posting Date:** July 31, 2015

**Expiration Date:** August 31, 2015

**Salary Range:** Unknown / Depends on Qualifications

**contact:** Terrie Clark
Human Resources Manager
81 S. 9th Street Suite 500 Minneapolis, Minnesota 55402
http://www.arthurchapman.com

**Resume Receipt:** E-mail

**Default email for resumes:** recruiting@arthurchapman.com

**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample

**ID:** 8669
Staff Attorney for Medical Legal Partnership
Southern Minnesota Regional Legal Services (St. Paul, MN)

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**Description:**
Southern Minnesota Regional Legal Services, Inc., (SMRLS) is seeking to fill a Staff Attorney position in the Mankato Office of its Southwest Region for a newly developed “medical legal partnership” with the Open Door Health Center (ODHC). The partnership will integrate free civil legal services into a health care delivery model. The attorney will handle a variety of poverty law matters.

The SMRLS Southwest Region has offices in Mankato and Worthington to assist low income persons in the 17 counties of southern Minnesota west of Interstate 35 to the South Dakota border. There are currently 11 attorney positions in the two offices, including two attorneys working on its Intake Hotline, along with 8 paralegal and clerical staff.

SMRLS is a non-profit law firm which receives federal, state, local, public, and private funding to provide free legal help to low income and elderly people who reside in 33 counties of southern Minnesota, including the St. Paul metropolitan area. As Minnesota’s oldest legal aid program (founded in 1909), SMRLS has established a tradition of partnership with the private bar, a bi-partisan Legislature, the Minnesota Supreme Court and other Minnesota Legal Services Coalition programs in providing access to justice. SMRLS has an experienced, dynamic staff of 55 attorneys and 45 additional staff. Hundreds of volunteer attorneys help staff provide legal assistance to over 10,000 eligible persons each year.

SMRLS is a client-centered organization which is committed to its Mission of providing a full range of high quality legal services, in a respectful manner which enable clients to: enforce their legal rights; maintain freedom from hunger, homelessness, sickness and abuse; and empower persons and ensure equal opportunity, thus, helping persons to help themselves and become economically self-reliant, to the extent their individual abilities and circumstances permit. SMRLS has adopted Practice Standards and Guiding Principles to accomplish its Mission and has established case priorities which govern the types of cases which will be accepted for representation.

SMRLS values, welcomes and promotes diversity in all aspects of its work. SMRLS serves clients from a wide range of backgrounds. SMRLS has adopted a Racial Justice policy to guide the firm’s work towards racial equality.

ODHC was founded in 1994 in Mankato as a volunteer-run clinic which today has over 80 paid staff members who provide integrated medical, dental, behavioral health (including mental health and substance abuse), outreach, and enabling support services to people across southern Minnesota. ODHC’s services are designed to meet the needs of low income and underserved communities in the region. ODHC offers a sliding fee scale. In 2014, ODHC served 7,020 patients.

Mankato is located on the Minnesota River, about 90 miles southwest of the Twin Cities and has a state university. It is the regional hub for an estimated 260,000 persons in southern Minnesota. Worthington is located on Interstate 90 in the southwest corner of the state, approximately 100 miles southwest of Mankato. The Worthington community of approximately 11,000 persons is located on Lake Okabena and is the site of a community college.
RESPONSIBILITIES: The Medical Legal Partnership Staff Attorney position will provide legal assistance to eligible clients with Housing Law, Government Benefits matters, Health Law, Family Law, and other types of problems. The attorney will provide legal advice and represent clients in contested court and administrative proceedings. Assignments may change over time based upon client and firm needs. The attorney will be the primary point of contact for ODHC patients with SMRLS and will be available on-site at ODHC locations a minimum of 50% of the time, including travel with ODHC’s mobile clinic to Worthington and other locations in southern Minnesota. The attorney will attend ODHC support groups to answer questions and provide information tailored to the needs of especially vulnerable populations and help facilitate cross-training between SMRLS and ODHC staff. The attorney must accept supervision and must be willing to maintain a caseload in compliance with SMRLS’ written practice standards and comply with SMRLS’ policies, practices, and guiding principles in furtherance of SMRLS’ mission. Community education, outreach, intake responsibilities, and active bar participation are also required activities. Substantial local travel is required. The position is funded by a two year grant from the Blue Cross and Blue Shield Foundation of Minnesota.

QUALIFICATIONS: Must be licensed to practice law in Minnesota or be a candidate for Bar admission. Non-academic experience working in low income communities, or other activities that demonstrate an interest in working with low income clients, will be given great weight. Demonstrated ability to work effectively with victims of domestic abuse and persons from different cultural backgrounds is essential. Prior experience working in or familiarity with medical settings will be helpful. Good communication skills; ability to work constructively with others in a team work setting; good judgment; strong organizational capability: ability to learn quickly and to work hard, independently, and under pressure; and ability to handle contested hearings are all required. Fluency in a second language, particularly Spanish or Somali, will be beneficial but is not required. Basic computer competence required.

SALARY: The salary is $46,956+ DOE, pursuant to scale. Good medical and dental benefits provided.

STARTING DATE: As soon as possible after the position is filled.

Position is open until filled.

SMRLS IS COMMITTED TO DIVERSITY IN THE WORKPLACE. WOMEN, MINORITIES, AND PERSONS WITH DISABILITIES ARE ESPECIALLY ENCOURAGED TO APPLY.

7/27/15
How To
TO APPLY: Email or mail cover letter and resume with references to:
Larry Nicol, Senior Leadership Attorney
SMRLS
12 Civic Center Plaza, Suite 3000 Mankato, MN 56001
lawrence.nicol@smrls.org

Additional Documents:
Cover Letter
ID: 8670
Senior Conflicts Specialist
Fish & Richardson (Minneapolis, MN)

**Position**
Full-time

**Type:**

**Practice Area(s):**
All Practice Areas

**Geographic Preference:**
Twin Cities Metro (MN)

**Description:**
The Senior Conflicts Specialist is responsible for analyzing conflict of interest reports, identifying possible conflict issues, and assisting with the timely resolution of ethical, subject matter and/or business issue conflicts of interest, including sensitive, confidential and/or complex conflicts of interest which arise during the business intake process. Also responsible for producing accurate conflict of interest reports, reviewing and assisting with the training of Conflicts Coordinators and Conflicts Specialists, and assisting with Lateral and Principal conflict clearing as needed.

Job duties include (but may not be strictly limited to) the following (percentages are estimates only):
1) Provide detailed analysis of conflict reports in order to identify possible conflicts of interest (including those that are sensitive, confidential and/or complex) and to facilitate and assist with the timely resolution of possible conflict issues (whether ethical conflicts, business conflicts or subject matter conflicts) by working directly with principals and their secretaries/assistants to resolve identified issues and escalate problem issues to the New Business & Conflicts Manager or Director of Conflicts and others as appropriate. (45%)
2) Initiate and maintain routine follow-up with attorneys regarding outstanding identified conflicts issues to ensure their timely resolution. (15%)
3) Produce accurate conflict reports from LegalKey (10%)
4) Research, analyze and report on corporate family tree information of new clients and adverse parties. (10%)
5) Provide advice regarding use of firm standard engagement and waiver letters and assist with drafting same. (10%)
6) Provide advice regarding the need for ethical walls and assist with putting ethical walls in place. (5%)
7) Provide training and support to the Conflicts Coordinators and Conflicts Specialists with regard to the conflicts identification, review and analysis process as part of the new business intake process. (5%)

Requires a J.D. or a Bachelor’s degree (or the equivalent in experience) and at least 5 years of experience working in a law firm at a level normally acquired through professional experience with expertise in the identification, analysis and resolution of conflicts of interest, including ethical, subject matter and business conflicts.

**Desired Class Level:**
Alumni JD

**Posting Date:**
July 28, 2015

**Expiration Date:**
September 30, 2015

**Contact:**
Kim Mordan  
Recruiting Manager  
60 South Sixth Street 3200 RBC Plaza Minneapolis, Minnesota 55402  
http://www.fr.com
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<td>Cover Letter, Unofficial Transcript, Writing Sample</td>
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Associate Attorney
ATTORNEY POSITION DESCRIPTION
Position: Associate Attorney
Compensation: $70,000.00 - $85,000.00 starting salary, Generous Benefits and Yearly Bonus
Mission Statement: To provide excellent advocacy and representation for our clients experiencing difficult personal and legal challenges.
History of the Office: The law office of Contreras Edin & Associates, PLLC was founded in 2009 by Attorney Gloria Contreras Edin. At that time the office focused solely on immigration law.
Since that time, the office has expanded in both staff and scope of representation. The office handles immigration (both affirmative applications and defense of deportation), criminal defense, and select family law issues.
The office also handles a high volume of pro bono matters referred by partner non-profit agencies and expects its staff to dedicate the same level of professionalism and dedication to pro bono cases as is expected of all of our other work. The office takes cases referred through: (1) Gender Justice; (2) Legal Aid Society of Minneapolis, Immigration Law Project; (3) the Legal Rights Center; (4) the Hennepin County Public Defender’s Office; and (5) the Civil Society of Minnesota.
Our office has grown based almost exclusively on client referrals. This means that our clients’ satisfaction with our work is a high priority. Because of the area of law in which we practice, we often find our clients and their families in one of the most difficult and highly emotionally charged points in their lives. The work, therefore, at times can be very challenging. The rewards, likewise, are tremendous when we are able to help.
General Responsibilities: The position provides comprehensive legal assistance and representation through all phases of immigration law, criminal law and related matters. The attorney will work in a team environment and will handle all phases of immigration and criminal law cases from initial intake to case disposition.
Job Elements:
A. Intake Screening and Referral:
1. The attorney will support and provide intake screening, information, referral, and brief consultations for individuals seeking services from the firm.
2. The attorney will comply with the firm’s intake and client services policies and procedures for the performance of intake screening.
3. The attorney will perform other duties necessary for the effective performance of the intake screening function.

B. Client Services:
1. The attorney will provide legal services to clients on cases that fall within immigration and criminal law matters in compliance with the rules and standards of practice and professional responsibility.
2. The attorney will implement all relevant client service policies and procedures regarding client interviews, client confidentiality, and case file maintenance and management.
3. The attorney will develop and maintain an ongoing caseload within the level established by the firm.
4. The attorney will appropriately assist clients through the provision of legal advocacy, negotiation, mediation when appropriate, and whenever necessary, the handling of administrative and court proceedings.
5. The attorney will demonstrate knowledge of immigration and criminal law necessary to carry out effective and ethical legal advocacy and representation in accordance with Minnesota and Federal law, the applicable rules of civil procedure, and the professional responsibility rules.
6. The attorney will maintain detailed and accurate case files for each client matter and will be prepared to provide accurate case summaries and reports as directed.
7. The attorney will participate in case reviews, status and unit meetings, staff meetings, and other unit and agency meetings and activities as directed.
8. The attorney will provide support and assistance as needed to others in the firm as needed.

C. The Firm’s Support Functions:
1. The attorney will participate in firm’s planning, status, and training functions as directed.
2. The attorney will comply with all firm’s administrative procedures, reporting, and record keeping functions.
3. The attorney will establish and maintain good working relationships with coworkers and others as necessary and will act in a civil and professional manner and will treat clients, staff, partner agency staff, and the general public with respect and dignity.
4. The attorney will demonstrate decorum before the courts as required by the professional rules, local rules, and the customary rules before the courts.

Qualifications: The attorney must possess a demonstrated interest in working with persons of diverse economic, cultural, and ethnic backgrounds. English/Spanish proficiency required. Knowledge of and experience working with the immigrant community is preferred. Good communication skills, ability to work constructively with others, good judgment, ability to learn quickly, work well independently and under pressure as well as in collaboration with other staff members.
1. The attorney must demonstrate the training, knowledge, legal skills, and ability to perform the duties of this position.
2. Actual experience must indicate skills in written communication, oral communication, interpersonal relationships including the ability to counsel and give effective legal assistance to clients and the ability to negotiate with private firms, individuals, state, and local officials, and analytical ability.
3. J.D. Degree and admission to the Minnesota state bar.
4. Minimum experience of 5 years or more in related field.
5. The attorney must demonstrate ability to prepare legal documents, evaluate facts, identify legal issues, and apply legal principles and applicable case and statutory law to client complaints.
6. Ability to drive and availability of a personal automobile and/or ability to effectively use public transportation. Some travel is a requirement of the job, especially to court.
7. Demonstrated functional knowledge of complex immigration law concepts, statutes, and regulations.

For further information on the firm, please visit www.contrerasedinlaw.com.
If interested in applying, please forward a cover letter and resume to Gloria@ContrerasEdinlaw.com or by calling at (651) 771-0019.

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| contact:            | Gloria Contreras Edin  
|                     | Owner and Lead Attorney  
|                     | 546 Rice Street # 200 St. Paul, Minnesota 55103  
|                     | http://www.contrerasedinlaw.com |
| Resume Receipt:     | E-mail |
| Default email for resumes: | gloria@contreraseinlaw.com |
| Additional Documents: | Cover Letter, Writing Sample |
| ID:                 | 8630 |
Criminal Justice Attorney
Office of the Minnesota Attorney General (St. Paul, Minnesota)

**Position Type:** Full-time

**Practice Area(s):** Government, Criminal Law, Nonprofit & Tax Exempt Organizations

**Geographic Preference:** Twin Cities Metro (MN)

**Description:** The Minnesota Attorney General’s Office makes a positive difference in the lives of Minnesotans through the legal work carried out by our attorneys. The office is accepting resumes from lawyers with successful criminal trial experience, preferably as a prosecutor or public defender. The work of our attorneys directly contributes to the safety and quality of life of Minnesotans, and our attorneys receive significant courtroom experience and meaningful work assignments.

Requirements: Applicants should have successful criminal trial experience, outstanding academic credentials, stellar written and oral communication and analytical abilities, and good judgment and character. The selection process to be appointed an Assistant Attorney General is highly competitive.

Application Process: Applicants may submit a cover letter and resume that highlights relevant criminal trial experience, to the office as follows:

Office of the Minnesota Attorney General
Attention: June Walsh
900 Bremer Tower
445 Minnesota Street
St. Paul, MN 55101
ag.jobs@ag.state.mn.us

The Minnesota Attorney General is an equal opportunity employer. If you need reasonable accommodation for a disability, please call June Walsh at (651) 757-1199 or (651) 296-1410 (TTY), or 800-366-4812 (TTY toll free) to arrange an accommodation.

**Desired Class Level:** Alumni JD

**Posting Date:** July 16, 2015

**Expiration Date:** September 4, 2015

**Contact:** June Walsh
900 Bremer Tower 445 Minnesota Street St. Paul, Minnesota 55101
http://www.ag.state.mn.us

**Resume Receipt:** E-mail

**Default email for resumes:** ag.jobs@ag.state.mn.us

**Additional Documents:** Cover Letter

**ID:** 8623
Patent Prosecution Associate
Faegre Baker Daniels LLP

**Position**  
**Type:** Full-time

**Practice Area(s):** Intellectual Property

**Geographic Preference:** Twin Cities Metro (MN)

**Description:** Faegre Baker Daniels LLP seeks a mid-level attorney to join the patent prosecution practice in our Minneapolis office of our thriving Intellectual Property Practice Group. Faegre Baker Daniels is an Am Law 100 firm with offices located throughout the U.S., Europe, and China. Our IP practice includes all areas of intellectual property law for a national and international client base. Successful candidates will have 2+ years patent drafting and prosecution experience, a technical degree in Mechanical, Biomedical Engineering and Electrical Engineering, and be a member of the patent bar. This is a unique position which will further enhance our expertise in patent work while providing an opportunity to do sophisticated work with excellent clients. Experience in training and mentoring junior associates and building client service teams a plus. Candidates must also have excellent academic credentials and have strong written and oral communications skills. This position offers competitive compensation and unlimited potential for professional growth. Please send or e-mail cover letter, resume and law school transcript to Stephanie Amsler, Lawyer & Consultant Recruiting Specialist, Faegre Baker Daniels LLP, 2200 Wells Fargo Center, 90 South Seventh Street, Minneapolis, MN 55402 / email: Stephanie.Amsler@FaegreBD.com.

**Desired Class Level:** Alumni JD

**Posting Date:** July 16, 2015

**Expiration Date:** October 16, 2015

**contact:** Sara Johnson  
2200 Wells Fargo Center 90 South Seventh Street Minneapolis, Minnesota 55402

**Resume Receipt:** E-mail

**Default email for resumes:** stephanie.amsler@faegrebd.com

**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample

**ID:** 8622
Associate Attorney
Applications are invited for entry-level associate positions in the Fargo, Bismarck, and Grand Forks offices of Vogel Law Firm to begin in 2016. Vogel’s attorneys practice in virtually all areas of law, including:

- Civil litigation (including personal injury, medical and legal malpractice defense, products liability, family law, construction litigation and media law)
- Criminal defense
- Health law
- Employment and labor law
- Bankruptcy and collections
- Governmental affairs
- Real estate
- Business/corporate practice
- Environmental law
- Estate planning and more

For further information on the firm’s practice areas and attorney profiles, see the firm’s website at www.vogellaw.com.

Applicants should have excellent legal research and writing skills, and strong academic credentials. Application must include resume, references, law school transcript, and writing sample directed by mail or email to:

Rebecca Blanshan, Recruiting Coordinator
Vogel Law Firm
P.O. Box 1389
Fargo, ND 58107-1389
Recruiter@vogellaw.com

Deadline for applications: September 18, 2015
Associate Counsel
Minnesota Auto Dealers Association (West St. Paul, MN)

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<td>Geographic Preference:</td>
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<tr>
<td>Description:</td>
<td>The Minnesota Auto Dealers Association is a 501(c)(6) statewide trade association representing franchised new car dealers and is seeking an associate counsel with the goal of eventually moving into the role of General Counsel. Developed areas of expertise include, association law, motor vehicle titling, franchise law, HR, contracts, communications and some training. MADA is a cutting edge trade group in a dynamic industry.</td>
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| contact: | Mr Scott Lambert  
Executive Vice President  
200 Lothenbach Ave. West St. Paul, Minnesota 55118  
http://www.mada.org |
| Resume Receipt: | E-mail               |
| Default email for resumes: | lambert@mada.org       |
| Additional Documents: | Cover Letter           |
| ID: | 8588                   |
Employment Attorney - Minneapolis, MN
Gray Plant Mooty (Minneapolis)

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**Description:** Gray Plant Mooty’s Labor, Employment and Higher Education practice areas are seeking a lateral attorney for the Minneapolis office. Responsibilities will include providing legal support and advice to the firm’s business clients on a variety of employment matters, as well as labor and higher education matters. The ideal candidate will have 2 to 4 years’ experience in employment law and litigation including experience in research, brief writing, preparation of pleadings, investigation of employee complaints, preparation of charge responses, and client advising. Labor, higher education, and/or affirmative action experience would be ideal, but is not essential. Candidates must have a willingness to investigate reported incidents of workplace and student policy violations, including alleged sexual harassment and sexual misconduct on college and university campuses.

The successful candidate will have strong academic credentials, exceptional analytical and writing abilities, excellent client service skills, outstanding interpersonal and problem-solving skills, and the ability to work in a collaborative environment.

Gray Plant Mooty (GPM) is a full-service law firm with offices in Minneapolis and St. Cloud, MN, Fargo, ND, and Washington, DC. GPM offers a collegial work environment as well as a competitive compensation and benefits package. GPM was named a “Go-To Law Firm” for Fortune 500 companies by Corporate Counsel Magazine. For additional information about Gray Plant Mooty, please visit www.gpmlaw.com. Interested applicants should send their cover letter, resume, law school transcript, and writing sample.

**Desired Class Level:** Alumni JD

**Posting Date:** July 1, 2015

**Expiration Date:** August 31, 2015

**Salary Range:** Unknown / Depends on Qualifications

**Contact:** Angie Roell
Attorney Recruiting and Development Coordinator
80 South 8th Street 500 IDS Center Minneapolis, Minnesota 55402

**Resume Receipt:** E-mail
Default email for resumes: angie.roell@gpmlaw.com

**Additional Documents:** Cover Letter, Unofficial Transcript, Writing Sample

**ID:** 8586