

Program Director, Corporate Institute
(Senior Attorney, 9735)
University of Minnesota Law School

The Corporate Institute combines new programs and current business-oriented activities to strengthen a core area of excellence at the University of Minnesota Law School. The Institute sponsors a signature program, the Business Law Clinic, designed to enrich students' opportunities for experiential learning in transactional settings. Reporting to the Faculty Director, the Program Director will have primary responsibility for the Business Law Clinic and provide assistance in other areas of the Institute. The Law School serves a diverse and varied group of internal and external constituents, and the Program Director will need to work effectively across these communities.

Corporate Institute website: <http://www.law.umn.edu/corporateinstitute/index.html>.

Position

This is a 50%, 12 month, annually renewable academic administrative (P&A) appointment. Salary range is \$43,000-\$50,000, depending on qualifications. Appointment begins immediately.

Core Responsibilities

Business Law Clinic

- Teach and coordinate the 6 credit Business Law Clinic, which gives third year law students the opportunity to represent business clients in a non-litigation context. The classroom component potentially includes teaching modules on transactional lawyering; interviewing; counseling; negotiation; choice and formation of entity; transactional law research; contract drafting; basic tax, insurance, intellectual property, employment and ethical issues. The modules are taught by the Program Director or guest presenters.
- Coordinate and oversee administration of the Business Law Clinic, which includes about 16 students, over 25 supervising attorneys, 40-50 clients, and multiple referral sources.
- General Administration
- Collaborate with the communications and development staffs at the Law School to create marketing strategies and support fundraising efforts to sustain the Institute. Serve as liaison with funders and potential donors, as needed.
- Perform additional duties in support of the Corporate Institute as assigned.

Requirements

- J.D. degree from an A.B.A. accredited law school.
- Licensed to practice law in at least one state and be eligible for admission in Minnesota, if not already admitted to practice in Minnesota.
- At least three years' experience as a practicing lawyer engaged in business law.
- Responsible self-starter, with an ability to work independently.
- Ability to work collaboratively with others.
- Previous teaching and administration experience are preferred.

To apply, go to <http://humanresources.umn.edu/jobs> and reference job number 324434. Only complete applications submitted through the online employment system will be accepted. A complete application will consist of a resume, cover letter, and three professional references. The priority deadline for applications is July 11th and position is open until filled. Candidates, including people of color and women, who will contribute to the cultural and intellectual diversity of the faculty, are strongly encouraged to apply.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.