Job Description: Haws-KM is a 21-lawyer firm located in downtown St. Paul, practicing in complex civil litigation and transactional work. We offer our law clerks a practical, hands-on experience designed to develop the skills needed to become a successful attorney. The TCDIP IL Clerkship position at Haws-KM, in partnership with Intact Insurance Specialty Solutions, will offer individuals an active role in assisting with pending cases and provides the opportunity to engage in case investigation, perform legal research, draft memoranda, briefs, or other legal papers, craft discovery requests, prepare discovery responses, and prepare contracts and other binding legal documents. In addition, Haws-KM law clerks are regularly invited to attend client meetings, participate in case evaluations, and case reviews, as well as attend depositions, hearing, mediations, arbitrations and trials. Our law clerks typically work full time during the summer and part time during the school year, however, this particular position will be within the 10-12 week timeframe established by the TCDIP IL Clerkship program. Our clerkship program is intended to develop students with the skills to potentially be hired as a long-term attorney depending on qualifications and need. The pay for this clerkship position is $40 per hour and parking is provided.

At Intact Insurance Specialty Solutions, the clerk will be embedded in the claims legal department and will engage in legal research, assist with litigation projects and legal proceedings, observe depositions and courtroom appearances, and learn about the business of insurance as opportunities present themselves.

Haws-KM’s COVID-19 protocols are designed to ensure attorneys, clerks, and staff feel comfortable and safe in the working environment. Haws-KM has a Work From Home Policy that allows some remote work, if desired. Haws-KM believes, however, that working in the office to the extent possible will aid clerks in developing and fostering meaningful relationships with other clerks, attorneys, and staff, as well as allow clerks to participate in and attend meetings, depositions, or trials. We have an active DE&I committee, and partner with TCDIP to offer engagement that area as frequently as possible.

Applicants must submit a cover letter, resume, transcript (if available), and a writing sample. Please submit materials via email to Christian Brandt (cbrandt@hkmlawgroup.com), Maya Digre (mdigre@hkmlawgroup.com), and Peter Wanning (pwanning@hkmlawgroup.com). Applications will be reviewed on a rolling basis.