

Cowboy Joe

123 College Street, Apt. 2A • Laramie, WY 82070 • 307.766.1245 • cjoe3@uwyo.edu

EDUCATION

UNIVERSITY OF WYOMING, COLLEGE OF LAW, Laramie, WY

Expected Graduation May 2018

Candidate for J.D., GPA: 3.65, Rank: 10/78

Activities: Equal Justice Wyoming, President
Research Assistant, Prof. Corbin Dallas
Finalist, National Environmental Law Moot Court Competition
Research Toolkit for Legal Practice Conference; Hopper Law Library
Articles Editor, *Wyoming Law Review*

UNIVERSITY OF COLORADO, Boulder, CO

B.A., *summa cum laude*, Political Science

May 2015

Honors: Phi Beta Kappa
Academic Scholarship
President, National Society of Collegiate Scholars
University Honors Program

Honors Thesis: *Impacts: The Evolution of Politically Charged Decisions in the Past Decade*

Activities: Rules Committee Chair, Student Senate
Captain, University Soccer team
Columnist, *The CU Times* (student daily newspaper)

EXPERIENCE

UNIVERSITY OF WYOMING, COLLEGE OF LAW, LEGAL SERVICES CLINIC, Laramie, WY

Student Director

May 2016- Present

- Represent clients in various legal matters throughout the litigation process from intake to trial. Have successfully advocated in 2 full-day bench trials, as well as participated in several mediations, negotiations and settlements.
- Supervise 7 student attorneys, reviewed all correspondence, pleadings and coordinate in developing case management strategy to best represent various client interests.

Intern

August 2015 – May 2016

- Screened potential clients by identifying legal issues to determine eligibility for legal services.
- Implemented systems and procedures to comply with grant reporting requirements.

JONES AND JONES, PC, Cheyenne, WY

Summer 2016

Summer Associate

- Staffed variety of civil matters at boutique litigation firm. Drafted interrogatories, requests for production, and deposition questions in Title VII suit against a regional seafood wholesaler.
- Researched and drafted memorandum analyzing potential Truth in Lending Act violations in auto financing schemes. Drafted section of Eleventh Circuit brief challenging the legality of a sheriff's search of a houseboat at a private marina.

ROCKY MOUNTAIN LAW CENTER, Denver, CO

Fall 2015

Extern

- Participated in all aspects of trial preparation for civil suit brought on behalf of incarcerated individuals.
- Interviewed potential witnesses, prepared trial exhibits, drafted responses to discovery objections, and assisted in preparation of jury instructions. Attended discovery and settlement conferences.

SKILLS AND OTHER LEADERSHIP ACTIVITIES

Languages: *Fluent in Spanish, proficient in French*

Laramie Soup Kitchen: *Weekend Volunteer and Schedule Coordinator*

2017-Present

Membership: *ABA Young Lawyers Division*

2016-Present

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December 15, 2016

Deborah Davis, Managing Partner
Job & Employed, PC
46 E. 4th St., Suite 1301
Cheyenne, WY 82001

Dear Ms. Davis:

I am a second-year student at the University of Wyoming College of Law seeking an internship with Job & Employed, PC. Your work on behalf of injured parties is of particular interest, though I would gladly work in any of your focus areas. I am enthusiastic and eager to learn more about the field while applying my growing legal knowledge to my existing understanding of the industry.

I have many interests in the law, and am seeking a firm that will enable me to explore numerous practice areas. I understand that your firm has an excellent rotation system to expose interns to a plethora of legal issues. I recently spoke with Susie Wyoming, a graduate of the University of Wyoming College of Law and member of your litigation department, whose description of your firm's prominent professional liability practice intrigued me. I hope to have the opportunity to work in that practice area and others with your firm.

My varied background has provided me with many skills that your firm will find useful. At the University of Colorado I majored in Political Science, areas requiring both analytical and writing proficiency. During this past summer I researched legislation and conducted statistical analysis for Rocky Mountain Law Center and wrote numerous legal memoranda relating to habeas corpus issues for the Colorado Death Penalty Resource Center. Currently, I am improving my communication skills by counseling inmates as a student attorney with UW's Legal Services Clinic. I was recently promoted from the intern to the student director. In that role I will be representing clients, managing the case load for the totality of the clinic and maintaining rigorous intake and case evaluations.

I look forward to the opportunity to speak with you further and would be delighted at the chance to interview with someone in your office. I will contact you at the beginning of January to see whether an interview might be arranged.

Thank you for your consideration. I look forward to hearing from you soon.

Sincerely,

/s/ Cowboy Joe

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REFERENCES

MR. JOE JONES

Managing Partner, Jones and Jones, PC
123 Capitol Way, Cheyenne, WY 82001
(307) 778-1234
JJones@JonesPC.com

MS. SARAH PROFESSOR

Faculty Supervisor, Legal Services Clinic
University of Wyoming, College of Law
1000 E. University Ave, Laramie, WY 82070
(307) 766-6416
SProfessor@UWyo.edu

MR. RICH ROCKY

Director, Rocky Mountain Law Center
705 S. Public Rd., Denver, CO
(720) 242-8642
RRocky@RockyMtn.org

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WRITING SAMPLE

As a summer associate at Jones & Jones PC, I prepared the attached memorandum for a *pro bono* assignment in the litigation department. The memorandum examined whether the fees charged by commercial tax preparers for “instant refund loans” would violate the state usury laws in Wyoming or Colorado.

To preserve client confidentiality, all individual names and locations have been changed, and some portions have been redacted (as indicated in brackets in the text). I have received permission from my employer to use this memorandum as a writing sample.

Things to Consider:

- * Confidentiality
- * Permission to use the sample
- * Redaction for brevity/confidentiality
- * Substantially your personal work