



UNIVERSITY
OF WYOMING

College of Law
Career Services Office

CAREER CLIPS: AUGUST 2024 - 2L & 3L EDITION



It's Going To Be A Great Year!

We are looking forward to an exciting year here in the College of Law! Hopefully you enjoyed the summer months, and are finding yourself energized and ready for classes to begin.

On-Campus Interviews (OCI) will begin soon, with application deadlines quickly approaching (as early as August 20th). More information about the OCI process and the available job opportunities can be found in this newsletter.

Our new Career Services Director, Kristin Lanouette, is excited to begin working with you all! Be sure to reach out with a warm welcome, and don't hesitate to schedule an appointment for application document review, a mock interview, any questions you may have, or just to say hi! We're extremely excited to have her in the College of Law!

Reminder



***Upload your current
resume to the
2024-2025 Resume
Book found in POKES!***

***Your CSO Director
Kristin Lanouette***

khorman@uwyo.edu

307-766-4074

Schedule appointments
in POKES!





OCI TIPS:



Read the posting!

Note the limit on writing sample lengths, number of references, specific focus points for your cover letters, etc.



Do your research!

Who do you address your cover letter to, etc. When in doubt call to find out.



Apply for everything!

You never know what position is a good fit.

How To Submit A Transcript

- ⇒ **Unofficial works, unless official is specifically requested**
- ⇒ **Pull up transcript in WyoWeb**
- ⇒ **File > Print, or Ctl+P**
- ⇒ **Select PDF on the drop-down menu for printer**
- ⇒ **Save file to folder/desktop**
- ⇒ **Upload into POKES!**

On Campus Interviews (OCI)

Every fall and spring we host employers on campus to interview students for positions ranging from summer internships to associate employment. Openings are posted in POKES, on the OCI tab within the job listings. From there, students are able to apply and later reserve interview time slots.

The first application deadline of August 20th is quickly approaching, so be sure your resume and cover letter are ready! It is not required to have Kristin review your documents, but if you would like to request that service please make an appointment with her through POKES. You can either attach your Word documents to the appointment itself, or email those to her at least two days prior to your meeting with her.

Nearly every employer mentions using social media to scan applicants - check your online presence!

It is also recommended that you begin researching firms you are interested in, so you never have to ask the embarrassing question, "What does your firm do?" In addition, be sure to ask or remind your references about their willingness to be contacted.

You have amazing resources at your fingertips when you visit the [POKES Resource Library](#). There you will find the OCI Toolkit, style and content tips for your application materials, interviewing guidance, advice for offer and negotiation, and much more!

Fall 2024 OCI - 2L Positions

Davis & Cannon, LLP

Davis & Cannon, LLP Buffalo, WY; Cheyenne, WY; Sheridan, WY
Interviews 9/3 - Summer Associate - Apply by 8/20



Hirst Applegate, LLP Cheyenne, WY
Interviews 9/4 - Intern - Apply by 8/21

PENNINGTON COUNTY
South Dakota

Pennington County State's Attorney's Office Rapid City, SD
Interviews 9/4 - Legal Intern 2 - Apply by 8/21



Lantz Law Group Denver, CO (hybrid or remote options available)
Interviews 9/5 - Legal Clerk/Intern Spring and/or Summer - Apply by 8/22

PARSONS
BEHLE &
LATIMER

Parsons Behle & Latimer Jackson, WY
Interviews 9/6 - Summer Associate - Apply by 8/25

THOMAS & THOMAS LLC
ATTORNEYS

Thomas & Thomas, LLC Gillette, WY
Interviews 9/6 - Summer Associate - Apply by 8/25



The Spence Law Firm Jackson, WY
Interviews 9/9 - Summer Associate - Apply by 8/26



Coan, Payton & Payne, LLC Fort Collins, CO
Interviews 9/10 - Legal Intern - Apply by 8/27



The Hustead Law Firm Denver, CO
Interviews 9/10 - Part-Time Law Clerk, Fall 2024 - Apply by 8/27



Welborn Sullivan Meck & Tooley, P.C. Casper, WY
Interviews 9/10 - Summer Associate - Apply by 8/27

Fall 2024 OCI - 2L Positions Continued



State of Utah Public Lands Policy Office Salt Lake City, UT

Interviews 9/11 - Summer 2025 Law Clerk - Apply by 8/28



Woodhouse Roden Ames & Brennan, LLC Cheyenne, WY

Interviews 9/11 - Summer Intern - Apply by 8/28



Wyoming Office of Guardian ad Litem Various Locations

Interviews 9/12 - Spring 2025 Externship - Apply by 8/29



Lonabaugh and Riggs, LLP
Established 1890

Lonabaugh & Riggs, LLP Sheridan, WY

Interviews 9/16 - Intern - Apply by 9/2



Colorado Public Defender Various Locations

Interviews 9/17 - 2L Summer 2025 Intern - Apply by 9/3



Crowley Fleck, PLLP Various Locations

Interviews 9/9 - Summer Associate - Apply by 9/3



Williams Porter Day & Neville Casper, WY; Cheyenne, WY

Interviews 9/18 - Summer Intern - Apply by 9/4



U.S. Army JAG Various Locations

Interviews 9/19 - 2L Summer Intern - Apply by 9/5



Costello Porter Law Rapid City, SD

Interviews 9/27 - Summer Associate - Apply by 9/15

Fall 2024 OCI - 3L Positions

Davis & Cannon, LLP

Davis & Cannon, LLP Sheridan, WY; Buffalo, WY; Cheyenne, WY
Interviews 9/3 - Associate Attorney - Apply by 8/20



Weld County District Attorney Greeley, CO
Interviews 9/4 - Deputy District Attorney II (entry level) - Apply by 8/21



Lantz Law Group Denver, CO (hybrid or remote options available)
Interviews 9/5 - Legal Clerk/Intern Spring and/or Summer - Apply by 8/22



Lantz Law Group Denver, CO (hybrid or remote options available)
Interviews 9/5 - Transactional Attorney - Apply by 8/22

PARSONS
BEHLE &
LATIMER

Parsons Behle & Latimer Jackson, WY
Interviews 9/6 - Associate Attorney - Apply by 8/25

THOMAS & THOMAS LLC
ATTORNEYS

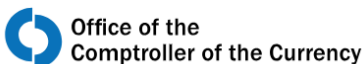
Thomas & Thomas, LLC Gillette, WY
Interviews 9/6 - Associate - Apply by 8/25



Tynsky Law Office, P.C. Green River, WY
Interviews 9/9 - Attorney - Apply by 8/26



U.S. Army Corps of Engineers Multiple Locations
Interviews 9/10 - Civilian Honors Attorney - Apply by 8/27



Comptroller of the Currency Washington, DC
Interviews 9/11 - Honors Attorney - Apply by 8/28



Woodhouse Roden Ames & Brennan, LLC Cheyenne, WY
Interviews 9/11 - Associate Attorney - Apply by 8/28



Schlimgen Law Firm, LLC Spearfish, SD
Interviews 9/12 - Associate Attorney - Apply by 8/29

Fall 2024 OCI - 3L Positions Continued



Wyoming Office of Guardian ad Litem Various Locations
Interviews 9/12 - Spring 2025 Externship - Apply by 8/29



Coal Creek Law Cheyenne, WY
Interviews 9/13 - Associate Attorney - Apply by 9/2



Hathaway & Kunz, LLP Cheyenne, WY
Interviews 9/16 - Associate Attorney - Apply by 9/2



Minnesota Board of Public Defense Hibbing, MN
Interviews 9/13 - Assistant Public Defender - Apply by 9/2



Colorado Public Defender Various Locations
Interviews 9/17 - Deputy State Public Defender - Apply by 9/3



Crowley Fleck, PLLP Various Locations
Interviews 9/9 - Associate - Apply by 9/3



Sweetwater County Attorney Green River or Rock Springs, WY
Interviews 9/17 - Deputy County Attorney - Apply by 9/3



Williams Porter Day & Neville Casper, WY; Cheyenne, WY
Interviews 9/18 - First Year Associate - Apply by 9/4



U.S. Army JAG Various Locations
Interviews 9/19 - Active Duty / Reserve Judge Advocate - Apply by 9/5



White and Steele, P.C. Denver, CO
Interviews 9/23 - Associate - Apply by 9/9



Costello Porter Law Rapid City, SD
Interviews 9/27 - Associate Attorney - Apply by 9/15

Recent Job Postings *(For a complete list of job openings, visit [POKES](#))*

2Ls:

ROCKY MOUNTAIN REGION

[2025 Summer Associate](#) - Lewis Roca - Multiple Locations, including Denver, CO - Apply by 8/2

[2025 Summer Clerk](#) - Beltzer Bangert & Gunnell, LLP - Greenwood Village, CO - Apply by 8/25

[2026 Judicial Clerk, Judge Veronica Rossman](#) - US Court of Appeals - Denver, CO - Apply by 10/31

[2026 Judicial Clerk, Judge Allison Eid](#) - US Court of Appeals - Denver, CO - Apply by 2/1/26

OUTSIDE THE REGION

[Employment Services 2025 Summer Associate](#) - Davis Wright Tremaine, LLP - Anchorage, AK

[2025 Summer Associate, Patent Prosecution](#) - Perkins Coie, LLP - Seattle, WA - Apply by 8/15

[2025 Summer Clerkships](#) - Washington State Attorney General's Office - Apply by 9/8

2Ls & 3Ls:

[Law School Prep Coach](#) - AccessLex Institute - Remote

[Fall 2024 and/or Spring 2025 Interns/Externs](#) - US Dept. of Justice - Remote

[Externships](#) - Div. of Indian Affairs - Remote - Apply by 8/14 for Spring, by 8/31 for Summer

[2025 Spring Intern](#) - US Dept. of Ag, Office of General Counsel - Remote - Apply by 8/18

[Fall 2024 Intern, National Prison Project](#) - ACLU - Remote - Apply by 8/28

[Spring 2025 Externship](#) - Cybersecurity and Infrastructure Security Agency - Remote - Apply by 8/31

[Ken Baker Memorial Student Scholarship](#) - American Society for Pharmacy Law - Apply by 9/15

[Carole Bailey Scholarship](#) - US Court of Federal Claims Bar Association - Apply by 9/16

[Executive Student Rep](#) - Kaplan Bar Review - Remote - Apply by 12/31

[Second Amendment Research and Writing Competition](#) - NRA - Apply by 3/1/25

ROCKY MOUNTAIN REGION

[Student Legal Services Intern](#) - ASUW - Laramie, WY

[Student Rep for AccessLex at Wyoming Law](#) - AccessLex Institute

[Semester in Practice](#) - 4th Judicial DA's Office - Colorado Springs, CO

[Legal Intern](#) (Fall, Spring, Summer, or all 3) - 8th Judicial DA's Office - Fort Collins, CO - Apply by 8/5

[Spring 2025 Extern](#) - US Attorney's Office - Denver, CO - Apply by 9/21

Events

8/13 or 14: [US Dept. of Justice Honors Program and Summer Law Intern Application Tips Webinar](#)

9/10-13: [WY State Bar Annual Meeting & Conference](#) (in Cheyenne or virtually) - only \$25 for students

9/10: [WY State Bar Young Lawyers Section hosting Cheyenne reception for Judiciary](#) - law students invited

9/17: [Inns of Court Information Session](#) - lunch provided - Room 186, 12:30-1:00pm

9/27: [Speed Networking Event](#) - appetizers provided - College of Law, 2:00-4:00pm

10/9-11: [Equal Justice Works Virtual Career Fair](#) - Registration Opens 8/1 - Apply for Jobs 8/1-9/12

Resources: [Public Policy Deadlines](#) and [Government Honors Deadlines](#)

⇒ *Apply through POKES in the Resource Library under [Job Search Subscriptions](#)*

3L Recent Job Postings *(For a complete list of job openings, visit [POKES](#))*

Summary Writer - Anadem, Inc. - Remote

2025 Design Your Own Fellowship Project - Equal Justice Works - Apply by 9/10

2025 Office of General Counsel Honors Program - Dept. of Defense - Various Locations - Apply by 9/15

Civilian Honors Program - US Army Corps of Engineers - Apply by 10/15

2025 Justice Fellowship - Immigrant Justice Corps - Various Locations - Apply by 10/20

ROCKY MOUNTAIN REGION

Fall 2024 Law Clerk - Galvanize Law Group, LLC - Lakewood, CO

August 2025 Judicial Clerk, Judge Varholak - US District Court - Denver, CO - Apply by 8/1

Attorney - SSA General Counsel - Various Locations Including Denver, CO - Apply by 8/14

August 2025 Judicial Clerk, Judge Johnstone - US Court of Appeals - Missoula, MT - Apply by 12/31

May 2025 Judicial Clerk, Judge Sweeney - US District Court - Denver, CO - Apply by 3/31/25

June 2025 Judicial Clerk, Judge Gallagher - US District Court - Grand Junction, CO - Apply by 6/15/25

OUTSIDE THE REGION

August 2025 Judicial Clerk, Judge Ignacio Torteya, III - US District Court - Brownsville, TX

September 2025 Judicial Clerk, Judge Ignacio Torteya, III - US District Court - Brownsville, TX

Assistant Attorney General, Honors Program - Washington State AG's Office - Apply by 8/12

August 2025 Law Clerk - Oregon Judicial Department - Salem, OR - Apply by 8/19

August 2025 Bristow Fellowship - US Dept. of Justice - Washington, DC - Apply by 9/1

2025 Law Clerk - Nevada Supreme Court & Court of Appeals - Carson City/Las Vegas, NV - Apply by 9/25

5 Ways to Look Confident in an Interview

(even when you're freaking out)

1. Just Breathe

By doing this, you can redirect the troublesome emotion you're experiencing and be able to focus on something else.

2. Don't Fidget

Keep your hands clasped together on the table or in your lap to avoid any subconscious table tapping, hair twirling, or otherwise noticeable squirming.

3. Make Eye Contact

Maintain steady, natural eye contact throughout the interview.

4. Press Pause

To preempt any rambling, try to answer each question with only one thought or idea at a time.

5. Think Positively

Calm your nerves by reminding yourself that you deserve to be there.

Read the full article [here](#).