



UNIVERSITY  
OF WYOMING

College of Law  
Career Services Office

## CAREER CLIPS: OCTOBER 2024



### From the Director

I hope you've had a wonderful start to the semester! Fall OCI was a huge success with 37 employers participating. I'm proud of everyone who participated, and look forward to hosting Spring OCI in February. In the interim, there are a lot of great opportunities available in the POKES job listings. Check them out, and come see me for document review and a mock interview!

The Speed Networking event was a fantastic way to kick off Homecoming! With 30 mentors available, it was great to see you all taking advantage of the wisdom they had to share. Building that network benefits you in your career and helps you reach your professional goals.

I look forward to seeing all the 1Ls at the mandatory meeting being held tomorrow (10/2) at 12:30pm in Room 178, and 2Ls Thursday (10/3) same time and place. Lunch will be served!

If you haven't yet scheduled an appointment with me, please do so soon. It's important we talk about your goals and how I can best assist you in reaching them.

### Externships

A legal externship is a great way to gain practical legal experience while in law school, and earn course credit at the same time!

The Spring 2025 application deadline is November 1st.

Questions? Reach out to Tim Crawford, Director of Experiential Learning, at [tcrawfo4@uwyo.edu](mailto:tcrawfo4@uwyo.edu).

*Your CSO Director*  
**Kristin Lanouette**

[khorman@uwyo.edu](mailto:khorman@uwyo.edu)

307-766-4074

Schedule appointments  
in POKES!





The goal of the legal resume is to **get an interview**. It is your one chance to make a great first impression.

Here are some helpful tips to help ensure it is a positive first impression:

- ⇒ Resume should be one page with one-inch margins. Fonts should be conservative business fonts and 10 to 12 point font size.
- ⇒ Different fonts can be used for emphasis or formatting, use two fonts maximum.
- ⇒ There is no absolute right or wrong format, ensure resume looks professional and understated. We suggest you review the templates in the POKES Resource Library under the Application Materials folder.
- ⇒ Proofread your resume several times before submitting, have colleagues proofread as well.
- ⇒ Write things out, only use abbreviations if they are universally understood.
- ⇒ Keep your resume updated! Save a new resume for each job you apply to and tailor each one.
- ⇒ Emphasize how your qualifications meet those of the position by describing parts of your education, work and life experiences that are most pertinent to the job. Be sure your resume is practice focused!
- ⇒ Include appropriate personal interests, community involvement or other relevant experience that will convey a sense of who you are as an individual and a potential employee.

***Log in to POKES and schedule a document review appointment with Kristin!***



# ***2024-2025 Resume Book***

**A great way to be considered for positions, both contract and long-term work!**

**We will be sending an updated resume book to interested employers on October 14th.**

**11Ls, you now have access to upload your resume to the 2024-2025 Resume Book in POKES!**

# Recent Job Postings

(For a complete list of job openings, visit [POKES](#))

## ALL STUDENTS:

Summer Fellow - Mountain States Legal Foundation- Lakewood, CO

2025 Summer Judicial Internship Diversity Project

Apply by 1/10/25

Executive Student Rep - Kaplan Bar Review - Remote

Apply by 12/31/24

Academic Semester Internships/Externships & Summer Honors Law

Clerk Program - US EPA - Washington, DC - Apply by 1/15/25

## 1Ls :

2025 Summer 1L Externship Program - US Air Force JAG Corps

Apply by 1/31/25

## 1Ls & 2Ls:

### **ROCKY MOUNTAIN REGION**

Law Student Volunteer, Summer 2025 - USAO District of Colorado

Apply by 2/21/25

2025 Summer Clerk - Hoskin, Farina & Kampf, PC - Grand Jct., CO

Apply by 3/31/25

### **OUTSIDE THE REGION**

Land Intern, Summer 2025 - Hess Corporation - Minot, ND

Summer Intern - Alaska Department of Law - Various Locations

Apply by 2/1/25

***1Ls: You now have access  
to make an appointment  
with Kristin in POKES!***

# October Events

- ⇒ 1L Mandatory Meeting - lunch provided!  
10/2 - 12:30pm - Room 178
- ⇒ Webinar: Growing Careers in Ag & Food Law  
10/2 - 10:00-11:00am
- ⇒ 2L Career Services Meeting - lunch provided!  
10/3 - 12:30pm - Room 178
- ⇒ Clinic Hiring Info Meeting  
10/4 - 10:00am - Room 178
- ⇒ Elko County Public Defense Employment Presentation (for 3Ls) 10/4 - 12:00pm
- ⇒ Equal Justice Works Virtual Career Fair - Register Online for Table Talk Opportunities  
10/9-11
- ⇒ EPA Region 8 / Denver Lunch and Learn (Virtual)  
10/9 - 3:30-4:30pm
- ⇒ Externship Spring Info Mtg  
10/10 - 12:30pm - Room 170
- ⇒ William Henry Hastie, Jr. Federal Judiciary Week (register online)  
10/14-17 - 5pm - Virtual
- ⇒ Info Session: Patent Careers & the Patent Office Exam  
10/23 - 12:30pm - Room 191
- ⇒ Navy JAG Corps Info Session  
10/24 - 12:30pm - Room 186



Join us for



Beginning October 7,  
4:30-5:00pm  
in room 117

Give yourself a chance to  
recharge, renew, and  
rejuvenate as we practice  
wellness together.

Activities will differ each week.

## Additional Job Resources

Public Policy Deadlines

Government Honors Deadlines

⇒ Apply for these opportunities  
through the link provided in the  
POKES Resource Library under  
Job Search Subscriptions

## Scholarships

Be sure to check out the  
AccessLex Scholarship Databank!

⇒ Over 800 curated and vetted  
scholarship opportunities for  
law students!

## Recent Job Postings Continued

2Ls:

### ***OUTSIDE THE REGION***

Summer 2025 Legal Intern - Nooney & Solay, LLP - Rapid City, SD

2025 Employment Services Summer Associate - Davis Wright

Tremaine, LLP - Anchorage, AK

Judicial Clerk, Judge Ralph Erickson - US Court of Appeals - Fargo, ND

Apply by 10/4/24

2Ls & 3Ls:

Law School Prep Coach - AccessLex Institute - Remote

US Department of Ag General Counsel, Spring Intern - Remote

Apply by 10/17/24

***2Ls: A reminder that if you desire to apply to participate in the EENR Clinic as a 3L, Administrative Law is a prerequisite. The application process for the EENR Clinic will take place next spring (circa March 2025) and will be preceded by an informational session (circa February 2025). In sum, if you haven't taken Administrative Law already and are considering applying to participate in the EENR Clinic as a 3L, please consider registering for Administrative Law (spring semester 2025).***

***Kipp Coddington***

***Professor of Practice***

***Faculty Director, Energy, Environmental & Natural  
Resources Law Clinic***

***Director, Externship Program***

***College of Law, Room 113***

***University of Wyoming***

***kcoddington@uwyo.edu***

# Recent Job Postings Continued

## 3Ls:

Honors Attorney Program - National Labor Relations Board

Summary Writer - Anadem, Inc. - Remote

Direct Appointment Program - US Air Force JAG Corps

Apply by 10/10/24

Attorney, Office of Program Litigation - SSA General Counsel

Apply by 10/13/24

2025 Justice Fellowship - Immigrant Justice Corps

Apply by 10/20/24

## **ROCKY MOUNTAIN REGION**

Judicial Clerk, Judge James Kaste - Evanston, WY

Associate Attorney - The Spence Law Firm - Jackson, WY

Assistant Attorney General - WY AG's Office - Cheyenne, WY

Deputy County and Prosecuting Attorney - Rawlins, WY

Associate Attorney (hybrid) - Hall and Evans, LLC - Casper, WY

2025-2026 Colorado AG's Fellowship - Denver, CO

Deputy District Attorney - 5th Judicial District - Colorado (various)

Apply by 10/20/24

Judicial Clerk, Judge Gordon Gallagher - Grand Junction, CO

Apply by 6/15/25 (encouraged to apply ASAP)

## **OUTSIDE THE REGION**

Assistant Attorney - City and Borough of Juneau, AK

Litigation Attorney - Carlson Law Group, LLC - Anchorage, AK

2025-26 Judicial Clerk, Judge Ian Wheelles - Anchorage, AK

Deputy County Attorney - Scotts Bluff County - Gering, NE

Pro Bono Director - The Alaska Bar Association - Anchorage, AK

Apply by 10/25/24

Judicial Clerk, Judge Amanda Green - Oklahoma City, OK

Apply by 10/31/24

Judicial Clerk, Judge Robert Berger - Kansas City, KS

Apply by 8/11/25 (encouraged to apply ASAP)

## **Help! I'm not in the top 10% of my class!**

You are not alone. Realize that in a class of 80 students, only 8 people will be in the coveted "top 10%."

While grades do matter to the big firms, most employers are looking for more than grades:

- Enthusiasm
- Coachability
- Work experience
- Participation in clinics, moot court, competitions and writing competitions
- Trainability
- Leadership skills
- Professionalism
- Quality writing skills
- Cite-checking and other detail-oriented skills
- Legal research skills
- Language skills
- Honors and awards (including undergraduate academic achievements)
- Volunteering / Civic Involvement

The list goes on! The number one thing that grades can impact is your feeling of self-worth. Don't let them. Remember: You are more than your grades.

\*If grades are negatively impacting your well-being, please see the college counseling team, Matt Klein or Kristin for support.