

Law Clerk

Hours: 20 hours per week (hours flexible)

Location: Fully remote

Compensation: \$28 per hour

Kitchel Law, PLLC is seeking applicants for a fully remote law clerk position for Fall, 2024, and is especially interested in talking to applicants with a demonstrated track record of making their own luck. We like scrappy, plucky, hustlers!

Kitchel Law is a small personal injury firm that practices primarily in Northern Virginia and DC. The firm is growing, and this opportunity comes with the potential to continue work through the spring semester and beyond. We would like to build a relationship and invest in someone who might be a long term fit for our firm, so we're looking for candidates who intend to practice in the DMV area after graduation. At Kitchel Law, we live and breathe by the firm's core values: Teamwork, Wellness, Authenticity, Compassion, and Trust. We take care of each other, and we take care of our clients.

Personal injury isn't a field of law Allyson ever considered, and perhaps you haven't either. These are things we love about it and you might consider if you have not.

- The plaintiff's personal injury bar is extremely collegial and supportive.
- TONS of opportunities for professional development.
- The reward of helping people in their darkest hours.
- The ability to actually DO something with righteous indignation when the systems hurts the little guy.
- Variety – cases turn pretty quickly so there is always a new challenge.
- Opportunities to get into court and try cases
- No billable hours

The ideal candidate:

- Has a great attitude and likes technology. (The firm is paperless and the job will require quickly adapting to new technology and keeping digital files well-organized.)
- Has a sense of humor and is okay if a little bit of salty language slips out now and then. (Allyson tends to have a fairly casual office presence.)
- Is nice. No jerks allowed – clients or employees.
- Enjoys social media and doesn't mind pitching in on marketing.
- Deeply cares about serving people in crisis.
- Finds science interesting – we deal with lots of medical issues.

Requirements:

- Must intend to take the DC, Maryland, or Virginia bars
- Must have demonstrable hustle
- Must have strong writing skills and be detail oriented
- Client-focused and empathetic mindset
- Must have completed two years of law school

Responsibilities:

Evidence Management: Help investigate and manage evidence in complex personal injury litigation.

Legal Research: Conduct legal and medical research to support attorney preparation for depositions and formulating case strategies.

Legal Writing: Draft demand letters, lawsuits, discovery requests/responses, motions, etc.

To apply, please do the following: email a cover letter which is in the body of the email, not an attachment, that tells me (Allyson) why a job like this is a good fit for you describes what you bring to the table. This is not big law – we’re looking for warmth, personality, and culture fit. Please demonstrate that. Please also send a resume and three professional references (they will not be contacted until after interviews) to: allyson@kitchellaw.com. Please make the subject of your email be “Law Clerk With Hustle 2024”. Job posting will remain open until the position is filled and interviews will be conducted on a rolling basis.