

Academic Coordinator - Advocacy Competitions  
Program - School of Law  
University of California Berkeley

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Posted Oct. 23, 2020, removed Dec. 2, 2020

<b>Job Title</b>	Academic Coordinator - Advocacy Competitions Program - School of Law
<b>Department</b>	
<b>Institution</b>	University of California Berkeley Berkeley, California
<b>Date Posted</b>	Oct. 23, 2020
<b>Application Deadline</b>	11/30/2020
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Legal Research & Writing Law - General
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<b>Apply By Email</b>	

**Job Description**

Academic Coordinator - Advocacy Competitions Program - School of Law

Berkeley Law invites applications for the position of Director of Advocacy Competitions Program. This position consists jointly of academic administration (50% time) and teaching (up to 50% time).

Berkeley Law offers a robust program in Experiential Education, through which students engage in the development of their legal skills by working on real world cases under the close supervision of faculty, staff, and outside practitioners. Students gain practical experience through participation in legal clinics, skills classes, field placements, Student-Initiated Legal Services Projects (SLPS), and advocacy competitions, among other programs.

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The Advocacy Competitions Program introduces students to litigation and transactional skills through simulated cases and problems across a wide range of subject matter areas. The Competitions Program has grown from a handful of student-supervised competitions to nearly 100 students participating in outside competitions each year, and even more participating in internal competitions. Student teams from Berkeley Law routinely succeed in appellate, alternative dispute resolution, and trial competitions in which they compete. Students who are selected for external competition teams become members of the Board of Advocates (BOA), a student organization. The group is organized into three branches: the Appellate and International Teams, the Alternative Dispute Resolution and Negotiations Team, and the Trial Team.

The Director of the Advocacy Competitions Program is charged with managing internal and external competitions, overseeing the Board of Advocates and internal competition student directors, and coordinating with law firm sponsors and other donors.

Key academic coordination responsibilities include:

- \* Manage five internal competitions and approximately 25 external competitions;
- \* Manage hosting duties for external competitions (approximately once each academic year);
- \* Recruit practitioner coaches for external competition teams;
- \* Recruit volunteer judges for internal competitions and Berkeley Law-hosted external competitions;
- \* Train and oversee the Board of Advocates and internal competition student directors;
- \* Provide support to and moot external competition participants;
- \* Conduct fundraising activities and outreach, coordinate law firm sponsorships, and work closely with sponsor firms;
- \* Manage tryouts for the Appellate and International Teams; and
- \* Coordinate with faculty and other law school departments.

The Director will also be assigned related teaching responsibilities, receiving a separate but concurrent teaching appointment that will jointly constitute approximately full-time employment throughout the academic year. In addition to classroom responsibilities, teaching duties generally include holding office hours, assessing student work and assigning grades, advising students, identifying and preparing course materials (e.g., syllabus), and maintaining a course website. For instructional duties, the starting annual full-time salary rate is currently \$56,381, prorated according to teaching workload. The Director is expected to teach:

- \* Appellate Competitions Intensive (one unit in the Fall);

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- \* McBaine Competition (two units in the Spring);
- \* Other litigation-oriented courses as assigned (for example, an Advanced Legal Writing course).

For more information about our Advocacy Competitions, please visit:

[url=https://apptrkr.com/get\_redirect.php?id=2032616&targetURL=https://www.law.berkeley.edu/experiential/p  
skills-program/advocacy-competitions-program/"  
rel="nofollow]https://www.law.berkeley.edu/experiential/professional-skills-program/advocacy-  
competitions-program/.

Basic Qualifications:

- \* J.D. degree, or equivalent international degree, is required at the time of application.

Preferred Qualifications:

- \* Excellent writing and communication skills
- \* Previous experience mentoring or coaching law students
- \* Previous teaching experience and/or equivalent facilitation experience
- \* Previous experience with appellate practice
- \* Excellent organizational skills and ability to manage multiple tasks
- \* Advanced program development, administrative, and analytical/problem-solving skills
- \* Ability to work collaboratively in a team environment
- \* Ability to relate to diverse audiences students, faculty, academic administrators, practicing lawyers, judges within the legal profession

Application Procedure:

Please visit the following link to apply: [url=https://apptrkr.com/2032616"  
rel="nofollow]https://aprecruit.berkeley.edu/JPF02704.

This position is open until filled. If you have questions about the position, please contact:

[url=https://apptrkr.com/get\_redirect.php?id=2032616&targetURL=mailto:academicpositions@law.berkeley.ed  
rel="nofollow]academicpositions@law.berkeley.edu.

Additional materials and references may be requested of applicants. Any references should be from persons who are familiar with the applicant's work and qualifications for the position. All letters will be treated as confidential per University of California policy. Please refer potential referees, including

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when letters are provided via a third party (i.e., dossier service or career center), to the UC Berkeley statement of confidentiality

([\[url=https://apptrkr.com/get\\_redirect.php?id=2032616&targetURL=https://apo.berkeley.edu/ucb-confidentiality-policy](https://apptrkr.com/get_redirect.php?id=2032616&targetURL=https://apo.berkeley.edu/ucb-confidentiality-policy) rel="nofollow"><https://apo.berkeley.edu/ucb-confidentiality-policy>) prior to submitting their letters.

Berkeley Law seeks candidates who will contribute to diversity and equal opportunity in higher education through their teaching or research. Qualified women and members of historically marginalized groups are strongly encouraged to apply.

The University offers excellent health and retirement benefits which can be viewed online at [\[url=https://apptrkr.com/get\\_redirect.php?id=2032616&targetURL=http://ucnet.universityofcalifornia.edu](https://apptrkr.com/get_redirect.php?id=2032616&targetURL=http://ucnet.universityofcalifornia.edu) rel="nofollow"><http://ucnet.universityofcalifornia.edu>.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. For the complete University of California nondiscrimination and affirmative action policy, see: [\[url=https://apptrkr.com/get\\_redirect.php?id=2032616&targetURL=http://policy.ucop.edu/doc/4000376/Nondis](https://apptrkr.com/get_redirect.php?id=2032616&targetURL=http://policy.ucop.edu/doc/4000376/Nondis) rel="nofollow"><http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>.

### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### Contact

N/A

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