The University of California Hastings College of the Law was founded in 1878 as the law department of the University of California and was the first law school in California. Over the years, it has built a legacy and reputation of being a preeminent institution comprised of renowned faculty committed to the study of legal theory and research, preparing students for careers in the judicial system, public service, and industry.

The College is redefining legal education through an experiential, interdisciplinary, and international approach to the law. By integrating rigorous academics with hands-on practice, the College is preparing its graduates to tackle the legal challenges—and leverage the opportunities—of the 21st century.

**ACADEMIC AND PROFESSIONAL SUCCESS LECTURER**

**Academic and Professional Success**

**Classification:** Level 3 / Class Code 1717 / Exempt / Full-Time / Benefited

**Hiring Salary Range:** $57,890-$81,034 (commensurate with qualifications)

**Posting Date:** June 24, 2016

**THE ROLE**

Under the direction and supervision of the Associate Dean for Academic and Professional Success, the Academic and Professional Success lecturer will support the Legal Education Opportunity Program and the Academic Support Program, administer bar passage success programming, lead academic workshops, provide 1:1 academic support to individual students, coordinate student led programs, supervise student workers, and teach academic support classes, which might include courses described in the UC Hastings online course catalog as “Legal Analysis” and/or “Critical Studies.” Collect and analyze program data. The position is thus a combination of program administration, direct student tutoring, and classroom teaching.

**RESPONSIBILITIES**

Typical duties and responsibilities consist of, but are not limited to, the following:

- Assist the Directors of the LEOP and ASP programs in the design and teaching of special workshops to improve the academic skills and bar passage rate of diverse students, including, in the case of LEOP, students from non-traditional backgrounds.
- Assist in design and implementation of student led programs, including, hiring, training, and supervision of student workers.
- Evaluate and provide written and individual feedback on student work product;
- Counsel and advises individual students on various academic concerns;
- Devise and implement bar passage success programming, including cultivating resources, improving the website, engaging with Student Services to do informational outreach to students, organizing summer bar prep programming for recent graduates;
- Teaching Legal Analysis, Critical Studies, and other “Academic Success” classes;
- Evaluate programming, e.g., by collecting and analyzing data.

**REQUIREMENTS**

**EDUCATION AND EXPERIENCE**

- Juris Doctor Degree from an ABA-accredited law school;
- Active membership in the California State Bar;
• Some prior teaching, tutoring, and/or academic program administration preferred.

KNOWLEDGE, SKILLS & ABILITIES.
• Strong legal writing, research, and analysis skills;
• Strong organizational skills for tracking data and program materials (electronic and hard copy).
• Knowledge of creative teaching methods for diverse populations with a focus on skills development.
• Demonstrated ability to establish and maintain effective working relationships with faculty, alumni, staff, students, the public, and bar associations through responsive communications, pro bono activities, and professional presentations;
• Must be available to attend occasional evening and/or weekend events.

BENEFITS
• Comprehensive medical, dental and vision insurance coverage
• Life Insurance
• University of California Retirement Plan (defined benefit)
• Disability Insurance
• Legal Insurance
• Generous vacation and sick leave
• Thirteen paid holidays per year
• Pre-tax Retirement Savings Programs
• Flexible Spending Accounts for transportation-related, healthcare and dependent care expenses

THE HIRING PROCESS
To apply, please send a resume and cover letter to Incoming Associate Dean for Academic and Professional Success Morris Ratner at ratnerm@uchastings.edu.

Failure to provide the information as required on the application form including attaching a cover letter and a resume shall immediately disqualify an applicant from employment consideration.

Please Note: **This position has been designated as “sensitive” and requires a pre-employment background check.**

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please contact Human Resources if you require a reasonable accommodation to apply for a job. Examples of reasonable accommodation include making a change to the application process, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

WHAT TO EXPECT
Applicants who meet the position requirements will be competitively evaluated to identify the individuals whose breadth and depth of experience and education most closely relate to the stated requirements and the needs of the College. Depending on the quality and number of the applications received, only the better qualified applicants may be contacted for an interview. The position is open until filled.

UC Hastings College of the Law is an Equal Opportunity Employer