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**DIRECTOR OF EXTERNSHIP PROGRAM**

Position Description

Atlanta’s John Marshall Law School invites applications and nominations for a tenure-track or non-tenure faculty position to serve as the Director of the Externship Program. The successful candidate will join the faculty as soon as possible, starting as Assistant, Associate, or Professor of Legal Practice, as befits their experience and qualifications and consistent with the Law School’s Faculty Handbook.

The Externship Program at Atlanta’s John Marshall Law School is comprehensive, offering opportunities for students in all three semesters.  The program includes over 200 sites, located in Atlanta, Georgia and surrounding areas, as well as throughout the United States and abroad. The Externship Program works closely with the Office of Career Services and Professional Development. The Director of the Externship Program will work closely with clinical and doctrinal faculty to ensure students have an integrated learning experience.

The successful candidate will report to the Associate Dean for Academic Programs and Administration and is responsible for teaching, maintaining an active program of professional growth (including participation in program-related regional, national, or international organizations or centers), and performing other law school service.  Specifically, the candidate will work with the Associate Dean to design the externship seminars and conduct training for externship supervisors, teach several externship seminars, advise students on selecting appropriate externship opportunities, and develop and monitor externship placements. This position is a Legal Practice faculty position, which may or may not lead to tenure at the option of the candidate as follows: successful candidates will have the option of accepting a non-tenure track position, which involves a series of up to two two-year contracts leading to presumptively renewable five-year contracts as spelled out in the Faculty Handbook; or a tenure-track position, in which the candidate must meet the requirements of all tenure-track faculty as outlined in the Faculty Handbook, including with respect to scholarship, teaching and community service.

Atlanta’s John Marshall Law School is committed to preparing great lawyers and leaders who make a difference for their clients and communities. We proudly and consistently attract the most diverse student body of any law school in the Southern region, with a current 53% minority representation, and 67% women.

Qualifications

JD from an ABA-accredited institution.

Five years of experience in law practice and/or law teaching, with a preference for experiential teaching.

Experience in the role of supervisor or mentor is strongly preferred.

About Atlanta’s John Marshall Law School

Atlanta's John Marshall Law School is a distinguished institution with a rich history spanning over 90 years. Founded as a night law school, we have consistently provided a rigorous legal education to a diverse student body, staying true to our mission: to offer opportunities for legal education to both traditional and non-traditional students. We are dedicated to developing highly skilled, ethical, and professional lawyers who are committed to making positive contributions to society.

Our school has been a pioneer in diversity and inclusion, as evidenced by our early admission of African-American students in the 1940s and our consistent ranking as one of the 12 most diverse law schools in the country by Pre-Law Magazine. Our location in the vibrant city of Atlanta offers students unparalleled opportunities to engage in externships across a wide range of legal services, including government, non-profit, and private sectors.

We offer a comprehensive range of programs, including a traditional full-time day program and a unique part-time evening division—the only one of its kind in Georgia—designed to accommodate working students. Our commitment to providing accessible legal education continues to inspire our growth and evolution as a leading law school in the Southeast.

About Atlanta

Atlanta, a city known for its rich history, diverse culture, and dynamic economy, is the ideal setting for our law school. As the 9th largest metropolitan area in the United States, Atlanta offers a thriving legal community and an abundance of opportunities for professional and personal growth. The law school's campus is situated in the heart of Downtown. From the bustling shops and restaurants of Atlantic Station to the upscale amenities of Buckhead, Atlanta's vibrant neighborhoods provide an enriching backdrop for both study and leisure.

Application Instructions

Application review will begin September 2, 2024.

All interested candidates may submit their letter of interest, along with a current professional resume and the names of three references, to:

Erika Murray

Executive Assistant to the Dean

Atlanta’s John Marshall Law School

245 Peachtree Center Avenue, N.E.

Suite 1900

Atlanta, Georgia 30303

[emurray@johnmarshall.edu](mailto:emurray@johnmarshall.edu)

Compensation at a Glance:

Salary Range: $80,000 - $105,000

Atlanta’s John Marshall Law School has provided a compensation range that represents its good faith estimate of what the Law School may pay for the position at the time of posting. The salary offered to the selected candidate will be determined based on factors such as the qualifications of the selected candidate, departmental budget availability, internal salary equity considerations, and available market information, and not based on a candidate’s gender or any other protected status. Your total compensation goes beyond the number on your paycheck. Atlanta’s John Marshall Law School provides generous leave, health plans, and retirement contributions that add to your total compensation package.

Atlanta's John Marshall Law School is an equal opportunity employer. We value the diversity of our community and encourage applications from individuals with varied experiences and backgrounds, believing that diversity enriches the academic and work environment for all.