

Position Description
Visiting Assistant Professor of Clinical Law - Ronald M. Mankoff Tax Clinic
(Senior Attorney, 9735)
University of Minnesota Law School
Qualified Tax Expert, Low Income Taxpayer Clinic

University of Minnesota Law Clinics, the clinical program of the University of Minnesota Law School, welcomes applicants for a visiting assistant professor position in its Ronald M. Mankoff Tax Clinic. The Tax Clinic is an in-house clinic partially subsidized with a grant from the I.R.S. The position is a 12-month, full-time position, and the entire position is contingent on funding through the I.R.S. LITC program. The Tax Clinic enrolls twelve students and is a 7-credit course that runs Fall through Spring.

The title for the position is Visiting Assistant Professor of Clinical Law.

Experience in a clinical environment—either as a law student or as teacher—and working with low income individuals is required.

Responsibilities of the Ronald M. Mankoff Tax Clinic Visiting Assistant Professor:

- Provide law students with closely supervised agency and courtroom experience on behalf of Minnesota residents on personal federal and state income tax matters.
- Provide law students with practical instruction on federal and state income tax law, Internal Revenue Service regulations and procedures, and United States Tax Court procedures.
- Expose law students to opportunities for providing pro bono services to needy individuals in Minnesota.
- Develop and conduct community education outreach programs for Minnesotans with low-income and limited proficiency in English .
- Provide low-income Minnesota residents with direct case representation before the United States Tax Court, the Internal Revenue Service, and state tax authorities.
- Work with the Law School Finance Department and the LITC Administrative Coordinator to prepare and submit the Mid-Year (July) and Annual (March) LITC required grant reports and funding requests. Continuation of the Tax Clinic is based on LITC grant funding.
- Teach a course on Tax Procedure during fall semester.
- Participate in clinic faculty meetings alongside other clinical faculty and play a role in the clinic's overall operation.
- Serve as faculty advisor for a group of 4-6 1L students each year.
- Supervise 1-2 student notes on tax law each academic year.
- Teach an additional spring semester course should the need arise.

The candidate will have the following qualifications:

- Juris Doctor degree
- License to practice law and in good standing with the licensing authority in any jurisdiction with the ability to waive into the Minnesota bar

- Commitment to instructing and supervising law students
- Working knowledge of personal federal income tax and state income tax law
- Mature, self-starter, with an ability to work independently
- Ability to work collaboratively with others

Minimum qualifications: A qualified tax expert (QTE), and at least three years' experience practicing law, or three years' experience either as a student attorney or attorney (combined) in an LITC environment.

Compensation: The position is full-time with a salary commensurate with experience. The position offers medical and dental coverage options and options for retirement savings.

Term: The anticipated term is June 1, 2017, through June 10, 2018. This is a 100% time, 12 month academic administrative (P&A) appointment, renewable annually for up to four years in total, depending on performance and funding. Salary is negotiable and commensurate with qualifications.

How to apply: To apply, go to <http://humanresources.umn.edu/jobs> and reference job number 314260. Only complete applications submitted through the online employment system will be accepted. A complete application will consist of a resume, cover letter including a summary of tax law practice, proof of licensure, and three professional references. The priority deadline for applications is January 16, 2017, and position is open until filled.

The University of Minnesota is an equal opportunity educator and employer.