



Spotlight



Career Development Office Newsletter November 5, 2009 Volume 12

Career Development Office
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<http://www.law.suffolk.edu/career>

Symplicity...

Job postings received by the CDO will be listed on our web-based job posting and recruitment management site - Symplicity. All current students and most graduates should have received a username and password to access the Symplicity site (<https://law-suffolk-csm.symplicity.com/students>). If you need a username and password, please contact the CDO.

Office Hours

Monday, Tuesday, Wednesday & Thursday: 8:45am to 6:00pm
Friday: 8:45am to 4:45pm

Career Development Staff

Betsy Armour – Director of Employer Relations
Dorothy Brooks Commons – Assistant Director
Michelle Dobbins – Associate Director of Recruitment & Marketing
Vikki Finn – Office Coordinator
Maureen Ricciuti – Career Counselor
Mary Karen Rogers – Executive Director
Margaret Talmers – Judicial Clerkship Advisor

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Spotlight is published on Thursday afternoons. Notices for publication in *Spotlight* must be submitted to the Career Development Office by the previous Tuesday.

Upcoming Programs:

Alumni Career Forum

Check the Calendar of Events for specific times and dates.

Special Announcements

Lexis has a great resource for finding Suffolk alums!! Make sure to take advantage of it by going to the Web Course section, clicking on the Courses Tab, and then selecting the Career Development Office link. On the left hand side of the screen, there will be a few tabs to choose from. Simply click on the Alumni Contacts tab. A list of alums in certain geographic regions will appear and you can click on the geographic region you are interested in.

The American Bar Association is pleased to report that student membership is only \$25 per year. The ABA is a fantastic vehicle for career development. To take advantage of the array of special benefits available to current students, become a member of the ABA. To join, go to <http://www.abanet.org/join/> and select the student option.

American Bar Association Recession Tools
As the school year is getting underway, the ABA wants to ensure that students have the tools necessary for their career needs. The ABA understands the challenges students are facing and has developed several programs to assist them. Highlighted below are three ABA resources:

[ABA Job Board](#) - Allows individuals to create a profile, upload their resume and cover letters and search, save and apply for jobs. In addition, they can track the status of their applications, manage privacy settings, and be notified when jobs that match their search criteria become available.

[Economic Recovery Resources](#) - Provides recession-specific resources and tips on a variety of topics from job searching, to practice management, to professional development and more.

[Financial Hardship Program](#) - Offers reduced 2009-2010 ABA dues for those who have been laid off and are currently not working (\$50), as well as those experiencing financial hardship (\$100). In addition to reduced ABA dues, one Section membership is being offered at the reduced rate (\$5 - participating Sections only).

Additional information is available at the ABA's website at www.abanet.org.

About to launch your job search?

Visit the Career Development Office's website and log in to the SULLS community to check out Vault's newest resource, the Career Insider. Check it out at www.law.suffolk.edu/offices/career/search/login/joblist.cfm.

Martha Coakley For US Senate Campaign Is Seeking Interns!

Join the most exciting campaign in the country! The Martha Coakley for Senate Campaign is seeking motivated and energetic interns to work in part time or full time, unpaid positions at our campaign headquarters in Boston. Interns will work closely with senior campaign staff, be given real responsibilities and participate in driving the direction of the campaign. The primary is December 8th, 2009, and the general election is January 19, 2010. For more information, visit www.marthacoakley.com. If interested, please send a resume and available start date to Jonathan Scarsic at jonathan@marthacoakley.com.

The New York Law Journal has produced their first ever Law School digital edition. It is available as an E-magazine for incoming law school students and current students. The E-magazine can be found by clicking on the link below. This E-magazine contains crucial information for any law student making his or her way into the professional legal world. A free and easy registration is all that is required for access: <http://www.law.com/jsp/nylj/PubArticleNY.jsp?hubtype=&id=1202430183762>

Symlicity Employer Searches – Students and graduates can access the CDO's employer database on Symlicity to generate targeted lists of organizations for job search and networking purposes. Refer to the [Symlicity Employer Searches](#) handout for details.

The **Rappaport Center for Law and Public Service** calendar of events can be found at: <http://www.rappaportcenter.org/about/documents/EventsCalendar.Fall2009.Spring2010.pdf>.

The **Center for Advanced Legal Studies (ALS)** at Suffolk University Law School has announced their program offerings for the Fall 2009 semester. Program information can be found at <http://www.law.suffolk.edu/academic/als/>. Suffolk University Law School students are invited to attend free of charge. The next program will be **What Guardianship and Conservatorship Practitioners Need to Know About the New Law** on Friday, November 6, 9am-4:30pm in Room 295. For more information visit: <http://www.law.suffolk.edu/academic/als/course/detail.cfm?cid=660>

Essay Contests/Scholarships

The **GRAMMY Foundation's Entertainment Law Initiative** invites students to participate in the **12th Annual Entertainment Law Initiative Writing Competition**. The competition requires law students focusing on the entertainment practice to write a 3,000-word paper on a compelling legal topic facing the music industry today. Submissions are due by January 4, 2010 at 11:00am. For a complete listing of competition rules go to the Entertainment Law Initiative page on Facebook.com at <http://tinyurl.com/ELIFacebook> or send an e-mail to eli@grammy.com.

The **Public Justice Foundation** invites students to enroll in the **2010 Roscoe Hogan Environmental Law Essay Contest**. The topic is "Can Coal Be Clean? Litigation Remedies for Coal Contamination from Mining to Combustion to Sequestration" and the prize is \$5,000 cash. Any student currently enrolled in an accredited American law school may enroll in the contest. Each entry must be submitted through a faculty

adviser. All entrants must fill out and submit the [intent-to-enter form](#) by January 29, 2010 and the essay deadline is March 31, 2010. More information is available at www.publicjustice.net/What-We-Do/Awards/Law-School-Essay-Contest/Environmental-Essay-Contest-Rules.aspx.

Diversity Programs

Check out the following websites for upcoming program, internship and fellowship information.
<http://www.abanet.org/minorities/links/students.html>
http://www.sfbar.org/diversity/minority_clerkship.aspx

This fall, the **Asian American legal Defense and Education Fund (AALDEF)** will be coordinating a non-partisan Election Protection effort to defend the right to vote. The AALDEF is looking for volunteers to conduct voter surveys to document Asian American voting patterns and inspecting poll sites for compliance with federal laws. All that is required is a 1-hour training and 3-hours on Election Day. To volunteer, please visit www.aaldef.org.

The **National LGBT Bar Association** is proud to host the **Out and Proud In-House Counsel Reception** in partnership with the Minority Corporate Counsel Association on November 10, 2009 from 6:00-8:00pm at the Marriott Marquis Times Square in New York. For tickets please contact Kelly Simon at (202) 637-7661 or kelly@lgbtbar.org. Additionally, **The Minority Corporate Counsel Association (MCCA)** will host a **Day of Diversity** on November 11, 2009 at the New York Marriott Marquis, which will include the *Creating Pathways to Diversity Conference* and the *Northeast Region Diversity Dinner*. Please visit www.mcca.com for details.

The **National LGBT Bar Association & Townsend and Townsend and Crew LLP** are proud to sponsor the first ever **LGBT Lawyers and Friends Reception**, held in

conjunction with the 2009 National Asian Pacific American Bar Association (NAPABA) Convention in Boston, MA. Please join us on Thursday, November 19, 2009 from 4:30-6:00pm at the Westin Copley Place Hotel (10 Huntington Avenue, Essex Ballroom) for an evening of networking, cocktails and appetizers. For more information, please contact David Tsai: djtsai@townsend.com.

The New York State Bar Association's Environmental Law Section and the **New York City Bar Association** are offering **Minority Fellowships in Environmental Law** for the summer of 2010. Minority law students- first-year, second-year and third year (evening only)- are eligible for the fellowship program if they are either enrolled in a New York law school or were permanent residents of the state and enrolled in a law school in the United States. An informational flyer as well as an application is available at http://www.nysba.org/AM/Template.cfm?Section=Environmental_Law_Fellowships_and_Awards&Template=/CustomSource/Award/AwardDisplay.cfm&code=MS_ENVI_MINORITY. Applications are due by November 20, 2009.

The **American Bar Association Section of Litigation** is pleased to announce its **Summer 2010 Judicial Intern Opportunity Program**. This is a full-time, six-week minimum, summer internship program open to all first- or second-year minority and/or financially disadvantaged law students who want to do legal research and writing for state or federal judges in participating cities. Applications for second-year law students will be accepted on October 12th, and December 1st for first-year students, in accordance with NALP guidelines. The deadline for applying is December 31, 2009. For more information and to apply visit www.abanet.org/litigation/jiop.

Under the auspices of the **Lesbian, Gay, Bisexual and Transgender Law Association Foundation of Greater New York**, the **Dr. M.L. "Hank" Henry, Jr. Fund for Judicial Internships** will award a \$4,000 stipend to a qualified law student to support a

10-week summer judicial internship in New York City. The program will be designed to give the intern exposure to a variety of courts or tribunals. The internship is intended for students with a demonstrated interest in, and commitment to, lesbian, gay, bisexual and transgender rights. All interested students are encouraged to apply. Applications are available at www.le-gal.org/site/. The application must be received no later than January 4, 2010.

The Center for Constitutional Rights (CCR) is accepting applications for the **2010 Ella Baker Summer Internship Program**. The goal of the program is to train the next generation of social justice lawyers. Students work with teams of lawyers on various legal issues, doing legal and factual research and writing on active CCR cases. Visit www.ccrjustice.org/ella-baker-fellowship for more information. All 2Ls should send an electronic version of application materials to ellabaker2010@ccrjustice.org by November 13th and all 1L applicants should send materials by January 15th.

The **Morris K. Udall Foundation** is offering the **Native American Congressional Internship program**. This program provides a ten-week summer internship in Washington, D.C., for Native American and Alaska Native students who wish to learn more about the federal government and issues affecting Indian Country. Interns work in congressional and agency offices where they have opportunities to research legislative issues important to tribal communities, network with key public officials and tribal advocacy groups, experience an insider's view of the federal government, and enhance their understanding of nation-building and tribal self-governance. Interested students must submit all application materials by January 29, 2010. For more information and application instructions, visit www.udall.gov/OurPrograms/NACInternship/NACInternship.aspx.

The **American Bar Association Business Law Diversity Clerkship Program** is accepting applications for its summer

internship program. This program encourages students to pursue business court clerkship opportunities and to consider careers in the practice of business law. Up to nine interns will be given a summer stipend of \$6,000 and placed in business court clerkships in the Philadelphia Commerce Court or the Delaware Court of Chancery. Other possible internship locations include New York and Florida. For more information, visit <http://www.abanet.org/buslaw/students/clerkship.shtml>. All application materials must be received no later than January 29, 2010.

The Wall Street Project and **AMightyRiver.com** are now working together to provide Black professionals with career opportunities from the nation's premier employers, and to provide a safe and efficient professional networking online community. Check out the job database at AMightyRiver.com and be sure to set up a free job agent, your personalized tool that searches their new jobs daily and send you a weekly email with career opportunities that match your location and industry of choice.

CDO Programs/Workshops

Please RSVP for all CDO programs through Symplicity! Click on the events tab from main menu; click on name of program; click on RSVP.

On-going

Walk-in Hours for resume review and quick questions

CDO Library, Suite 120

Mon: 9:30 – 11:00, Tue: 9:00 – 11:00,

Wed: 2:00 – 4:00, Thu: 12:30 – 2:30

Mon, Thu: 5:00 – 6:00

November

1L Orientation/Resume Workshop/Symplicity Trainings (Mandatory)

Section 1D: 11/5, 11:00, room 315

Section 4B: 11/5, 5:00, room 295

Extra: 11/6, 12:00, room 265

Resume Blitz for 1Ls!

Tuesday, November 10, 9:00 – 11:00a.m.
Main Function Room

A Writing Workshop for 1Ls

Tuesday, November 10, 5:00 – 5:50p.m.
Room 315

Networking 101

Thursday, November 12, 3:00 – 4:00p.m.
Room 235

Interviewing at Your Best for Private Firm Jobs

Tuesday, November 17, 5:00 – 6:00p.m.
Main Function Room

Alumni Career Forum

Wednesday, November 18, 4:00 – 6:00p.m.
Main Function Room

Judicial Clerkship 1LD/2LE Information Session

Thursday, November 19, 5:00p.m.
Room 365

Other Programs/Workshops

Lawyers Concerned for Lawyers is holding the **LCL WOMEN'S LEADERSHIP CONFERENCE** on Saturday, November 14, & Sunday, November 15, 2009. Day 1 will focus on "Social Capital: The Best Investment Women Lawyers Can Make in Today's Changing Legal Environment" and Day 2 will focus on "Networking and Discussion Forum for Women Lawyers & Law Students in Recovery." Please call Gina Walcott or Lottie Rutherford with any questions at (617) 482-9600. Registration is required- the form is available at <http://www.lclma.org/article.htm?cid=582>.

Recruitment Programs

Please notify the Career Development Office if you receive a callback interview or an offer of employment from employers interviewing through any of the recruitment programs. We are also compiling a list of students with judicial clerkship offers. The information is

very useful to our office and we appreciate the feedback.

Judicial Clerkships

Students interested in judicial clerkships should contact Margaret Talmers, Judicial Clerkship Advisor in the CDO.

Classes of 2010 and 2011: Interested in a clerkship after graduation? You should start preparing now. Check the calendar for upcoming clerkship programs and be sure to make an appointment with our Judicial Clerkship Advisor, Margaret Talmers.

CLERKSHIP INTERVIEWS

Please check in regarding interviews and offers! mtalmers@suffolk.edu

CLERKSHIP OPPORTUNITIES

The Honorable Paul X. Escandon, New Jersey Superior Court, Monmouth County, seeks a law clerk for September 2010. He is a Suffolk alum and is interested in receiving applications from Suffolk students! This is a one year clerkship. Questions? Contact Margaret at mtalmers@suffolk.edu. Please send by email or regular mail: Cover Letter, Resume, Writing Sample, Copy of Transcript, References. If you are emailing your application, send these documents as pdf files. This way, all your formatting will remain intact when Judge Escandon opens them.

Honorable Paul X. Escandon
Superior Court of New Jersey
Monmouth County Courthouse
71 Monument Park
P.O. Box 1266
Freehold, NJ 07728-1266
OR
Paul.Escandon@judiciary.state.nj.us

JUDICIAL INTERNSHIP OPPORTUNITIES

The Access to Justice Initiatives of the Administrative Office of the Trial Court seeks a volunteer intern to support the work of the

Special Advisor and Deputy Advisor in assisting the Trial Court Departments to implement policies and programs to broaden access to justice for all court users. Current law student – 2L or 3L preferred. Strong organizational and administrative skills, strong research, analytical and writing skills required. 10-15 hours per week. Send cover letter and resume by December 15. For details go to www.mass.gov/courts/sjc/interns.html.

The Honorable F. Dennis Saylor, IV seeks a law student or recent law graduate for a full time winter internship. Late December 2009/early January 2010 through mid May 2010. The position is unpaid, but includes full reimbursement for travel expenses to Worcester (mileage, parking and tolls) for interns who live in the Boston area. Applications due no later than November 6, 2009. Posted on Symplicity.

PURSUING A JUDICIAL INTERNSHIP ON YOUR OWN?

To arrange a judicial internship for the spring or summer:

Federal judges:

Apply now for both spring or summer

- Create a list of judges.
- Send a cover letter, resume and writing sample.

State court judges:

Apply now for the spring. Apply in December for the summer.

- Create a list of judges.
- Send a cover letter, resume and writing sample.

Be prepared to accept the first offer. Do not apply if you will not accept an offer.

Interested in getting credit for your internship? See Prof. Feeley in the Internship Office.

Post-Graduate Fellowships/Honors Programs

Students interested in fellowships and opportunities with government and public interest employers are reminded to visit the Rappaport Center for Law and Public Service. In addition, the Rappaport Center will be offering a program on post-graduate fellowships in the spring.

PSLawNet is the primary clearinghouse for information on available fellowships and public service jobs (summer and post-graduate). Visit www.pslawnet.org for more information.

Upcoming 3L Government Honors Deadlines:

Details of these programs are provided in the *2009-10 Government Honors & Internship Handbook*, located at <http://www.law.arizona.edu/career/honorsandbook.cfm>.

- Federal Communications Commission – International Bureau Satellite Division Student Internship Spring (Unpaid, Due 11/01/09)
- Federal Communications Commission – International Bureau, Strategic Analysis Student Internship Program (Unpaid, Due 11/01/09)
- Illinois Attorney General's Office – Law Clerk Program Spring (Unpaid, Due 11/01/09)
- New Hampshire Public Defender – Attorney Honors Program (Paid & Unpaid, Due 11/01/09)
- New York County District Attorney – Assistant District Attorney Program (Paid, Due 11/01/09)
- Supreme Court of the U.S. – 2010-2011 Fellows Program (Paid, Due 11/09/09)
- Environmental Protection Agency – R3 Law Clerk Program Spring (Unpaid, Due 11/15/09)

- Institute of Museum & Library Services – OGC Legal Internship Program Spring (Unpaid, Due 11/15/09)
- Overseas Private Investment Corporation – Dept. of Legal Affairs Legal Internship Program Spring (Unpaid, Due 11/15/09)

There are also 39 federal and 15 state and local programs that will fill positions as soon as ideal candidates are identified. Get your applications in early for these employers! For a list of these programs, see the top of Table 4 – 3L Programs Sorted by Deadline.

The New York State Assembly Intern Committee is excited to offer their **2010 Graduate Internship Programs**. The Graduate Internship provides full-time research or policy analysis positions with Assembly leaders, committee and research staff. An \$11,500 stipend is awarded for the January 4, 2010 to June 23, 2010 internship. Applications must be submitted to the Intern Committee by October 30, 2009. More information & downloadable application forms are available at www.assembly.state.ny.us/internship/graduates.

The Equal Justice Society is accepting applications for its **2010-2011 Judge Constance Baker Motley Civil Rights Fellowship**. Applicants for the one-year paid fellowship should be recent law school graduates with up to five years of work experience after law school. Motley Fellowship applicants should demonstrate experience in civil rights advocacy and a strong commitment to racial justice. The Fellow will work under the supervision of staff attorneys for a 12-month period. During the fellowship period, the Fellow may lead new research, advocacy, coalition building, and public education efforts related to transforming anti-discrimination law and policy. To be considered for the Judge Constance Baker Motley Civil Rights Fellowship, please send a cover letter, resume, list of four (4) references and a writing sample (preferably on a racial/social justice topic) to info@equaljusticesociety.org with the subject line "Motley Fellowship Application." OR

mail hard copies to: Motley Fellowship Applications, Equal Justice Society, 260 California Street, Suite 700, San Francisco, CA 94111. The application deadline is December 7, 2009.

The **Georgetown University Law Center** is pleased to announce the availability of 14 to 15 **clinical graduate fellowships** commencing in the summer of 2010. Georgetown Clinical Graduate Teaching Fellowships offer new and experienced attorneys alike the opportunity to combine study with practice in the fields of clinical legal education and public interest advocacy. Each fellowship is associated with one of the Law Center's clinical programs, and each program varies in purpose, requirements, and duties. Applications must be sent directly to the director of the clinic or program in which the fellowship is sought. Application deadlines vary by fellowship. For descriptions of each fellowship and a list of application deadlines, please visit our web site at www.law.georgetown.edu/clinics/fellowships.html, or request a brochure by e-mailing us at clinics@law.georgetown.edu or calling (202) 662-9100.

The Carter Center (TCC) and the **Transnational Law Institute of Washington and Lee University School of Law ("W&L")** are pleased to announce the opportunity for recent law school graduates to work as law fellows for a variety of government and non-governmental institutions in Liberia. These unfunded fellowships offer a unique opportunity to engage in legal reform and legal development at a critical time in Liberian history, as well as a challenging and interesting personal experience. Applicants are invited to apply for 6 – 24 month placements. Applications will be accepted on a rolling basis, beginning on September 8, 2009. To apply, e-mail a resume and cover letter detailing interest in position, potential funding sources, relevant deadlines, length of availability and available start date to: Speedy Rice, Professor of Practice, Transnational Law Institute, Washington & Lee School of Law at

WLUTCC@wlu.edu. Applicants will receive a more detailed description of the program offerings, terms and conditions.

Summer Programs/Internships and Funding

Students interested in internships and opportunities with government and public interest employers are reminded to visit the Rappaport Center for Law and Public Service.

Upcoming 2L Government Honors Deadlines:

Details of these programs are provided in the *2009-10 Government Honors & Internship Handbook*, located at <http://www.law.arizona.edu/career/honorshandbook.cfm>.

- Public Defender Service for DC – Legal Clerkship Program Summer (Paid & Unpaid, Due 11/05/09)
- Environmental Protection Agency – R3 Law Clerk Program Spring (Unpaid, Due 11/15/09)
- Institute of Museum & Library Services – OGC Legal Internship Program Spring (Unpaid, Due 11/15/09)
- Overseas Private Investment Corp – Department of Legal Affairs Legal Internship Program Spring (Unpaid, Due 11/15/09)
- Office of Governor Texas – Governor's Fellowship Spring (Unpaid, Due 11/15/09)

There are 39 federal and 15 state and local programs that will be filled as soon as ideal candidates are identified. Get your applications in early for these employers! For a list of these programs, see the top of Table 3 – 2L Programs Sorted by Deadline.

The **Loyola Law School Center for Juvenile Law and Policy** will award two **W.M. Keck Summer Fellowships** for summer 2010 to law students who have

demonstrated a commitment to public interest law, criminal defense and children's issues. The fellowship provides a generous stipend for two months beginning June 1, 2010. The summer fellowship will be a unique opportunity for law students to practice law under the supervision of clinical faculty at the Loyola Law School Center for Juvenile Law and Policy. Applications are to be submitted to the Center for Juvenile Law and Policy at Loyola Law School, 919 Albany Street, Los Angeles, CA 90015, by 5 p.m., November 20, 2009. More information and detailed application instructions are available at www.lls.edu/juvenilelaw/opportunities.html.

The Museum of Jewish Heritage in New York is offering a fascinating new program called FASPE—**Fellowships at Auschwitz for the Study of Professional Ethics**. The FASPE program for law students is an intensive two-week program that examines the moral responsibilities and professional duties of legal practitioners—lawyers and judges—in extreme as well as more routine situations. The Law Fellows will study historical, philosophical, theological, and cultural texts related to Nazism and the Holocaust, which are examined in relation to contemporary issues. Applications can be found at www.mjhnyc.org/teach_students_faspe.htm. Applicants will be required to submit academic transcripts, the names of references, and a letter of recommendation, in addition to two essays. Completed applications must be received by December 15, 2009.

The American Federation of Labor and Congress of Industrial Organization has announced that they will be offering Law Student Union Summer, an exciting 10-week internship program for law students that combines traditional legal research and analysis with front line union activism. The application deadline is January 26, 2010 for 1Ls. For further information and to apply, please visit <http://www.aflcio.org/aboutus/lsus/>.

The Fund for American Studies is holding the **2010 Legal Studies Institute** in Washington, DC. This ten-week summer program combines a legal placement and constitutional law seminar with networking opportunities and career development activities. The Institute gives participants the opportunity to meet and interact with leaders in the legal profession – enabling them to build a valuable professional network as they enter careers in law. More information and online application are available at www.dcinternships.org/lsi/about/index.asp.

The Rutherford Institute, an international legal and educational organization specializing in the protection of civil liberties and human rights, is offering law students the opportunity to learn practical legal skills, while developing a critical understanding of constitutional law through participation in their **Summer Internship Program**. For more information about the internship program, please visit, www.rutherford.org/internship/internshipprogram.asp. To apply, send a cover letter, resume, writing sample (under 20 pages) and two references to internships@rutherford.org. Application deadline is February 15, 2010

The HIV Law Project in New York is inviting law students from across the country to join the **Summer 2010 Internship Program**. They are now looking for full-time summer interns to assist the legal team in providing comprehensive services to low-income people living with HIV/AIDS. They encourage students to apply who have strong research, writing, and interpersonal skills; who are comfortable with public speaking and engaging in advocacy efforts; and who are reliable, organized, team-oriented and eager to learn more about the court system. Interested applicants may submit via email the following three materials: 1) cover letter, 2) resume, and 3) a short writing sample (brief or memorandum), to Ms. Yasmin Tabi, Esq., ytabi@hivlawproject.org, by February 15, 2010, although earlier submission is encouraged. More information is available at

www.hivlawproject.org/GetInvolved/internships.html.

Legal Services of New Jersey (LSNJ) will sponsor the **Deborah T. Poritz Summer Public Interest Legal Fellowship Program** during the summer of 2010, awarding summer intern fellowships in New Jersey public interest legal organizations to rising 2nd and 3rd year law students. The purpose of this program is to promote awareness of and commitment to careers in public interest law by offering rewarding employment opportunities to law students. To apply, you must complete a Deborah T. Poritz Summer Public Interest Legal Fellowship application. All applications will be considered in the order in which they are received and hiring decisions will be made on a rolling basis. Interested students are therefore strongly encouraged to apply as early as possible. Visit www.lsnj.org/internprog.htm for more information and to download an application.

Resource Room

The Career Development Library houses numerous career-related publications including legal directories, judicial directories, state bar information, employer literature, trade journals, legal newspapers, annual salary surveys, job-search guides and handouts on virtually all aspects of the job search. The CDO Library is open during regular office hours.

The following titles have recently been added to the CDO Career Library:

- *First Year Lawyer – Wisdom, Warnings and What I Wish I Had Known in my First year in Law School*
- *Beyond the Big Firm – Profiles of Lawyers Who Want Something More*
- *The Opportunity Maker – Strategies for Inspiring Your Legal Career Through Creative Networking and Business Development*
- *Jagged Rocks of Wisdom – Professional Advice for the New Attorney*

- *Later in Life Lawyers – Tips for the Non-traditional Law Student*
- *Dear Sisters, Dear Daughters – Strategies for Success from Multicultural Women Attorneys*
- *Judge for Yourself: Clarity, Choice and Action in Your Legal Career*
- *Lessons from a Headhunter---with Heart*
- *Maximize Your Lawyer Potential: Professionalism and Business Etiquette for Law Students and Lawyers*
- *The Etiquette Edge: The Unspoken Rules for Business Success*
- *How To Land A Top-Paying Federal Job – Your Complete Guide to Opportunities, Internships, Resumes and Cover Letters, Application Essays (KSAs), Interviews, Salaries, Promotions, and More!*
Resources and references for employment with government and public interest employers are available in the library area of the Rappaport Center for Law and Public Service.

Online Resources

Check the “Career Resources on the Internet” handout in the CDO for a list of online resources to which we subscribe.

Symplicity Employer Searches – Students and graduates can access the CDO’s employer database on Symplicity to generate targeted lists of organizations for job search and networking purposes. Refer to the [Symplicity Employer Searches](#) handout for details.

You can perform **law firm searches** through Martindale Hubbell (www.martindale.com) and/or Lexis (www.lexis.com). Westlaw also has information on employers. Go to www.lawschool.westlaw.com, click on the ‘Career’ tab, and select ‘law students jobs online’. There is information on law firms, attorneys and starting salaries for many organizations interviewing on-campus. The Career Development Office has utilized the services of Lexis to create **searches for alumni/ae working in certain practice areas and geographic regions**. Students may take advantage of this service by signing on to Lexis web courses at www.lexisnexis.com/lawschool/webcourses.

After you have logged in with your Lexis ID, select 'Browse Course Catalog' and click on 'Suffolk University'. Scroll down the list until you find 'Suffolk University Career Development' and click on 'Enroll'.

NALP Directory – Free online information on more than 1500 employers. Check it out at www.nalpdirectory.com. You can create and download mail merge lists in ASCII delimited format that can be formatted in a work processing application to general letters and mailing labels. To access this feature, you must provide the CDO with your name, year of graduation, and email address so we can set you up as a valid user.

Check out the **2010 Guide to State Judicial Clerkship Procedures** by Vermont Law School at <http://www.vermontlaw.edu/x1101.xml>. Contact the CDO for the username and password.

Online Resources – Public Interest

Students interested in Public Interest careers should visit the Rappaport Center for Law and Public Service resource page at www.rappaportcenter.org/pubCareers/resources.cfm.

PSLawNet is the primary national clearinghouse for information on available summer and post-graduate fellowships and public service jobs in the U.S. and abroad. Visit www.pslawnet.org for more information.

The **2009-2010 Government Honors Handbook** is available online at www.law.arizona.edu/career/honorshandbook.cfm. This year's Handbook contains information concerning 179 different hiring programs for law students and recent graduates being offered by 48 federal and 42 state and local government employers. Contact the CDO for the username and password.

LL.M. Programs

New York Law School is now offering **LL.M. programs in Financial Services Law, Real Estate and Taxation**. More information is available online at www.nyls.edu/gradprograms. (v.1)

The **University of Florida Levin College of Law** offers a **Graduate Tax Program** that is recognized as one of the nation's top programs for the advanced study of tax law. More information is available at www.law.ufl.edu/tax. (v.8)

The **University of Missouri School of Law** is now offering a **LL.M. program in Dispute Resolution**. More information is available at <http://law.missouri.edu/llm>. (v.9)

Chapman University School of Law offers an **LL.M. in Taxation**. More information is available at www.chapman.edu/gradtax. (v.10)

The **University of Arkansas School of Law** is pleased to announce an **LL.M. Program in Agricultural and Food Law**. More information is available at www.law.uark.edu/llm. (v.11)

Washington University in St. Louis School of Law is now offering four LL.M. Programs: the **Executive LLM, LLM in Intellectual Property and Technology Law, LLM program in U.S. Law** and **LLM program in Taxation**. More information is available at <http://law.wustl.edu/llmall/>. (v.12)

NOVEMBER				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 <i>IL Orientation/ Resume and Syplicity Training Section 1A 3:20-4:20, rm 235</i>	3 <i>IL Orientation/ Resume and Syplicity Training Section 4A 5:00-5:50, rm 295</i>	4 <i>IL Orientation/ Resume and Syplicity Training Section 1B 2:00-2:50, rm 335 Section 1C 2:00-2:50, rm 235</i>	5 <i>IL Orientation/ Resume and Syplicity Training Section 1D 11:00-11:50, 315 Section 4B 5:00-5:50, rm 295</i>	6 <i>IL Orientation/ Resume and Syplicity Training Additional Session 12:00-12:50 Room 265</i>
9	10 <i>Resume Blitz for 1Ls! 9:00 – 11:00 Main Function Rm</i> A Writing Workshop for 1Ls 5:00 – 5:50 Room 315	11 <u>Veterans' Day – University holiday</u>	12 Networking 101 for 1Ls 3:00 – 4:00 Room 235	13
16	17 Interviewing at Your Best for Private Firm Jobs for 1Ls 5:00 – 6:00 Main Function Room	18 Alumni Career Forum 4:00 – 6:00 Main Function Room	19 <i>MBTI Workshop 2:00 – 3:30 CDO Library</i> Judicial Clerkship 1LD/2LE Info Session 5:00 – 6:00 Room 385	20
23	24	25 <u>University closes at 1:00pm</u>	26 <u>Thanksgiving – University holiday</u>	27 <u>Thanksgiving Break – University closed</u>
30				

Walk-in Hours for resume review and quick questions:

CDO Library, Suite 120

Mondays 9:00 – 11:00 and 5:00 – 6:00

Tuesdays 9:00 – 11:00

Wednesdays 2:00 – 4:00

Thursdays 12:30 – 2:30 and 5:00 – 6:00

DECEMBER				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1	2	3 online bidding due at 10:00am for sessions: GOV/PI2 and GOV/PI2- COLLECTION	4 <u>classes end</u>
7	8	9 <u>exams begin</u>	10	11
14	15	16	17	18
21	22 <u>exams end</u>	23	24 <u>Holiday Break - University closes and will reopen on January 4th</u>	25
28	29	30	31	