

HELPFUL RESOURCES FOR 1ST YEAR STUDENTS SEEKING SUMMER EMPLOYMENT

We encourage you to make an appointment with a counselor to develop a more specific strategy to explore your options.

To schedule an appointment, please call (617) 573-8148.

Summer Job/Internship Program Listings

This list contains ways to find job postings and/or specific job descriptions.

- * Symplicity Career Services Manager:
<https://law-suffolk-csm.symplicity.com/students>
For job postings click on the job tab
For 1L summer judicial internships: Announcements are located on the home page.
For an outline of past summer jobs: Profile – Summer Survey - Search
- * The Career Development Handout entitled “Career Resources on the Internet” available in the CDO. This handout includes many on-line sites with job postings, some of which will target 1st year law students.
- * For a list of government and public interest options, try www.PSLawNet.org and www.ejw.org
- * Summer Job Survey Binders in the CDO library outline (1999-2006) 2&3L’s past summer jobs – it will give you ideas for where to apply and provides you with helpful feedback. Summer 2007, Summer 2008, and Summer 2009 information is housed on and can be searched on Symplicity (click on profile – click on summer survey - search)
- * Summer Law Study Program Information available at www.abanet.org/legaled.
- * Government Honors & Internship Handbook lists legal internships with federal agencies nationwide.

*** If you have an interest in a career in public service, make sure to make an appointment with the Rappaport Center for Law and Public Service located in Suite 110.**

Employer Information

The list below contains directories to assist you in finding general information and job leads in specific practice areas. This is a small sampling of the directories that can be found in our Career Library. We also have links to many websites on our webpage at www.law.suffolk.edu/offices/career.

- * Harvard Public Interest Job Search Guide
- * National Directory of Prosecuting Attorneys
- * National Directory of Legal Aid and Defender Offices
- * Public Service Employer Directory (published by U. of Chicago/U. Michigan)
- * BNA Directory of State & Federal Courts, Judges and Clerks

- * FedLaw: Legal Internships with Federal Agencies (published by Career Education Institute, CEI)
- * Human Rights Internships (CEI)
- * Congressional Internship Book (CEI)
- * Massachusetts Lawyers Diary and Manual (includes federal, state and municipal offices, courts & judges, legal organizations and law firms)
- * MA Courts, Maps and Judges—to search for judges for clerkships
- * Entertainment Internships Guide

The Career Development Library

Resources are offered in the following sections in our library:

Alternative Career Options
 Bar Information
 Corporate/Financial/Associations
 Employment Newsletters
 Federal Government/Public Policy
 Fellowships and Internships
 Handouts/Brochures
 Intellectual Property
 International
 Job Search – General
 Job Search – Legal
 Judicial Clerkships
 Law Firms
 Legal Specialties
 Networking Resources
 Newspapers and Periodicals
 Practicing Law
 Public Interest
 State and Local
 Suffolk Books
 Writing and Misc. Reference Books

Career Development Office Hours:

Monday: 8:45a.m. - 6:00p.m.
Tuesday: 8:45a.m. - 6:00p.m.
Wednesday: 8:45a.m. - 6:00p.m.
Thursday: 8:45a.m. - 6:00p.m.
Friday: 8:45a.m. - 4:45p.m.

Do you have a career question? Would you like to have your cover letter and / or resume reviewed? Do you know what career development programs are scheduled? A career counselor will be available in the CDO office to answer your questions.

Walk-in hours

Monday: 9:00-11:00 A.M., 5:00-6:00 P.M., **Tuesday:** 9:00-11:00 A.M.,
Wednesday: 2:00-4:00 P.M.
Thursday: 12:30-2:30 P.M., 5:00-6:00 P.M.

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Please take advantage of our services and resources!!