

Focus on the evolution of your legal career.

Law students should develop an understanding of the core competencies that will help them succeed in the profession. Begin by understanding your strengths, weaknesses, preferences, and career goals. You may have already developed some of these core competencies, but will build others by acquiring key skills and experiences in law school and as you evolve in the profession. Schultz and Zedeck's "List of 26 Effectiveness Factors" can help you focus on the long-term trajectory of your legal career and those factors that are most closely identified with effective and successful lawyers.¹

26 Effectiveness Factors for Successful Lawyers

INTELLECTUAL & COGNITIVE STRENGTHS

1. Analysis and Reasoning
2. Creativity/Innovation
3. Problem Solving
4. Practical Judgment

RESEARCH & INFORMATION GATHERING PROFICIENCY

5. Researching the Law
6. Fact Finding
7. Questioning and Interviewing

EXCELLENT COMMUNICATION SKILLS

8. Influencing and Advocating
9. Writing
10. Speaking
11. Listening

ABILITY TO PLAN AND ORGANIZE WORK PRODUCTION

12. Strategic Planning
13. Organizing and Managing One's Own Work
14. Organizing and Managing Others (Staff/Colleagues)

CONFLICT RESOLUTION SKILLS

15. Negotiation Skills
16. Able to See the World through the Eyes of Others

CLIENT AND BUSINESS RELATIONSHIPS – ENTREPRENEURSHIP

17. Networking and Business Development
18. Providing Advice and Counsel and Building Relationships with Clients

DISPOSITION TO WORK WELL WITH OTHERS

19. Developing Relationships within the Legal Profession
20. Evaluation, Development, & Mentoring

STRONG CHARACTER

21. Passion and Engagement
22. Diligence
23. Integrity/Honesty
24. Stress Management
25. Community Involvement & Service
26. Self-Development

Two summers are not enough.

It used to be that two summer law clerk positions were enough to give you a competitive edge upon graduation. Not so, anymore. More and more students are leveraging law school clinics, volunteer opportunities, and externships to graduate from law school with a resume full of legal experience. Use your time at law school to get as much experience as possible—not only does it bolster your resume, but it gives you a chance to apply what you are learning in the classroom to real-world situations. Here are some ways you can get legal experience before you graduate from McGeorge:

Clinics. A variety of clinics offer faculty-supervised legal experience in a law office setting. McGeorge offers eight specialized on-campus clinics.

Externships. McGeorge's Field Placement program lets you earn law school credit while performing supervised legal work at nearly 100 approved government agencies, courts, and nonprofit entities.

Pro Bono Opportunities. Programs like the Law Student Pro Bono Project through One Justice[®] connect you with pro bono opportunities that match your interests and fit your busy schedule by providing short- and long-term legal volunteer projects at legal aid agencies, court-based programs, and nonprofit organizations.

Research Assistant Positions. Professors often hire law students to be research assistants during the school year. This is a great opportunity to develop your research and writing skills (and get a glowing letter of recommendation from a faculty member).

Law Review. The McGeorge Law Review and Pacific McGeorge Global Business & Development Law Journal are great legal writing opportunities. Both publish student works as well as scholarly works by academicians and practicing attorneys.

Competition Teams. The Center for Advocacy & Dispute Resolution gives students the opportunity to develop trial skills through two programs: the Mock Trial Competition Team and Moot Court. Both programs show employers that you have already begun to get courtroom and trial preparation experience.



3200 Fifth Ave.
Sacramento, CA 95817
mcgeorge.edu

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Career Map to Success



This map guides you through all three (or four, if you are an evening student) years of legal career planning, addressing three critical areas: professional development, career skills, and leadership and work experience. **Please see our companion 1L, 2L and 3L timelines for specific program dates and details.**

You will be using McGeorgeCareersOnline (MCO), a Symplcity-based online system that will help you organize your career search. MCO has job postings for students and graduates, as well as reminders of upcoming hiring events, resume books, and a document library full of career-related information. You will also use MCO to schedule an appointment with a career advisor. Log on by going to <https://law-pacific-csm.symplcity.com/students/>.

Remember: Your CDO staff is here to help you every step of the way.

MAP KEY

- PROFESSIONAL DEVELOPMENT
- CAREER SKILLS
- ◆ LEADERSHIP & EXPERIENCE

¹ See Majorie M. Schultz & Sheldon Zedeck, "Identification, Development, and Validation of Predictors for Successful Lawyering," Final Report to LSAC, September 2008, at 26-27, online at <http://www.law.berkeley.edu/files/LSACREPORTfinal-12.pdf>

1D/1E/2E YEAR

As a first-year student, your top priority is to learn the tools of the trade—legal research, writing, analysis, and advocacy. It's also important to consider how you'd like to use your law degree, and what experiences and skills you need to acquire during law school to prepare for your future career. **Please see the companion 1L Timeline for specific program dates and details.**

FIRST YEAR FALL SEMESTER

- **Understand career options in the legal and alternative legal fields.**
 - Read "The Official Guide to Legal Specialties."
 - Attend the Legal Specialties Fair in November.
 - Look at practice area Pathways to the Legal Profession on the McGeorge website.
- **Professionalize your e-presence (Facebook, LinkedIn, Twitter, the web).**
 - Read CDO handouts and meet with a career advisor to learn how to clean up and cultivate a positive online persona.
- **Begin building your professional network.**
 - Get to know your professors and classmates. *Your professors are a rich source of professional referrals and letters of recommendation, and your classmates are the backbone of your professional network.*
- **Understand the recruiting practices of legal employers.**
 - Attend Map Your Career: CDO 1L Orientation. Read e-mail from the CDO including the weekly "Career News."
 - Visit our blog at www.mcgeorgecdo.com and "like" the CDO Facebook page to stay abreast of deadlines and opportunities.
- **Learn the elements and structure of a compelling resume and cover letter.**
 - Read the CDO handouts on preparing professional resumes and cover letters.
- ◆ **Lawyers are leaders; start thinking about how you can make an impact.**
 - Join a student organization. Volunteer. Participate in the Justice Bus® or the other pro bono opportunities.

FIRST YEAR SPRING SEMESTER

- **Begin assessing your career goals and develop a first-draft career plan.**
 - Meet with a career advisor and consider doing a *Strengthsfinder* assessment.
- **Continue developing your professional network.**
 - Participate in the Alumni Mentor Network.
- **Continue learning about career options in the legal and alternative legal fields.**
 - Attend career panels and programs, talk to your alumni mentors, and consult with your professors and career advisor.
- **Draft a strong legal resume and cover letter.**
 - Read CDO handouts, participate in resume and cover letter workshops, and have your materials reviewed by a career advisor.
- **Perfect your interview skills for the legal arena.**
 - Attend interview skills workshops. Participate in the 1L Mock Interview Program.
- ◆ **Be sure to obtain legal experience during your first summer.**
 - Volunteer at a nonprofit. The Law Student Pro Bono Project offers numerous opportunities.
 - Review the job postings on MCO, and participate in job fairs and spring on-campus interviews.

2D/3E YEAR

Very early in your second year of law school you need to plan how you'll spend the all-important 2L summer. While all practical experience is helpful, the substantive work of your 2L summer is crucial because it (a) sets you up with the experience and professional contacts you'll need for your post-JD job, and (b) potentially leads to a post-JD employment offer. Please see the companion 2L Timeline for specific program dates and details.

SECOND YEAR FALL SEMESTER

Fall of the 2D/3E year is a heavy recruiting semester with on-campus interviews and major government hiring and post-graduate fellowship application deadlines.

- **Map your professional goals. Understand the requirements and preferred qualifications of your target employers.**
 - Meet with a career advisor to develop or update your career plan. Carefully review materials on Fall On-Campus Interviews.
- **Be able to explain succinctly why you went to law school and how you plan to use your law degree (your "elevator speech").**
 - Attend "how to" networking events, practice with career advisors, and consult with alumni mentors.
- **Update your resume and prepare targeted cover letters for OCI and other employers.**
 - Have your updated materials reviewed by a career advisor.
- **Be prepared for screening and callback interviews with legal employers.**
 - Practice interviewing with career advisors, and participate in Alumni Mock Interviews.
- ◆ **Build practice skills to supplement your academic qualifications.**
 - Take advantage of experiential learning opportunities like field placements, clinics, trial advocacy, moot court, and law review. Participate in volunteer opportunities like the Law Student Pro Bono Project.

SECOND YEAR SPRING SEMESTER

- **Develop a network of at least three practicing attorneys who can offer you advice and counsel about your career options.**
 - Utilize the Alumni Mentor Network to find attorney mentors in your preferred geographic and practice areas. Attend bar activities and CDO-sponsored networking events.
- **Know how to research your targeted legal employers and be aware of recruiting deadlines, job fairs, and funding sources.**
 - Consult with a career advisor, read all e-mail from the CDO, and review the CDO website
- **Understand the timing and qualifications for judicial clerkships.**
 - Attend judicial clerkship informational events and read the McGeorge judicial clerkship handbook.
- ◆ **When you obtain a position for the summer, think strategically about what you hope to gain from the position and how it fits in with your overall career plans.**
 - Commit to the following four goals for your 2L summer: (1) cultivate references, (2) develop a non-academic writing sample, (3) increase your network of professional contacts, and (4) learn to understand clients' needs and expectations.

3D/4E YEAR

You are in the home stretch! Even if you don't know definitively what kind of law you want to practice, be prepared to articulate to prospective employers your goals, skills, and experience. Networking continues to be a crucial part of your post-graduate job search. Please see the companion 3L Timeline for specific program dates and details.

THIRD YEAR FALL SEMESTER

- **Prepare answers to these two questions: (1) What kind of work do you want to do when you graduate? and (2) Who knows you?**
 - Make sure that everyone you know is aware of the type of post-graduate job you're looking for.
 - Ask attorneys for informational interviews—especially if you are still struggling to answer question (1).
- **Update your resume with your second-year summer job.**
 - Have your updated resume reviewed by a career advisor.
- **Prepare targeted cover letters for your post-graduate job search.**
 - Have your cover letter reviewed by a career advisor.
- **Update and implement your job-search plan.**
 - Upload your resume into a CDO Resume Book on MCO.
 - Attend bar association events.
 - Create or update a robust LinkedIn profile and join professional LinkedIn groups.
 - Attend career fairs.
- ◆ **Consider taking a leadership position with a student or community organization.**

THIRD YEAR SPRING SEMESTER

- **Keep networking!**
 - Attend professional development events such as MCLE courses and bar meetings. Contact bar section leaders and offer to volunteer in exchange for free admission to bar events.
 - Consider all activities networking opportunities! This includes non-legal events such as playing on a soccer team or volunteering at a soup kitchen.
- **Focus on the essential skills you should know as an attorney.**
 - Ask your mentors for practical advice and review the 26 Effective Factors for Successful Lawyers.
- **Continue developing your interview skills.**
 - Get experience on the other side of the table by volunteering through the CDO to conduct mock interviews for 1Ls.
- **Sign up for the bar exam.**
 - Submit your moral character application.
- **Continue job searching.**
 - Use job-posting sites such as MCO, PSJD, and the BYU Job Bank.
 - Attend career fairs.
 - Consider requesting reciprocity with other law schools to gain access to their job posting websites. See the CDO for more information.
 - Search for attorneys and law firms on www.martindale.com.