

CAREER SEARCH TIMELINE

1D/1E/2E STUDENTS

Career Development Office, Pacific McGeorge School of Law

FALL SEMESTER:

- Get acclimated to law school.** Focus on your schoolwork. Top scores will broaden your career options.
- Register with McGeorgeCareersOnline (MCO)** at <https://law-pacific-csm.symlicity.com>. MCO is our web-based career development system. Completing your profile, including your e-group preferences, will ensure that you will receive notifications of important events and opportunities related to your career interests.
- Check your Pacific McGeorge email account regularly, or link it to an account that you do check regularly.** Getting into the habit of reading your email regularly and calendaring events that interest you will serve you well throughout your entire legal career. Start that habit now.
- Go to our Career Development Blog** at www.mcgeorgecdo.com. Find upcoming career events, deadlines and other opportunities like scholarships and conferences.
- Connect!** Get to know your fellow students. Join student groups related to your career interests.
- Attend **Dine with Alumni** in November; network with alumni.
- Map Your Career.** Attend the mandatory Map Your Career advising meetings in **late October/early November** for your orientation to the Career Development Office (CDO) and all things career-related.
- Schedule a one-on-one meeting with a career advisor** after November 1 (evening students are welcome to come in before November 1).
- Attend an informational session (or schedule an appointment with a career advisor) to gain access to the CDO's **Informal Alumni Mentor Network**. Schedule informational interviews for Winter Break.
- Prepare a legal resume.** Use the [CDO resume handout](#) for guidance. Have it reviewed by a career advisor after November 1.
- Start thinking about summer opportunities.** Most 1L summer opportunities are unpaid, so start thinking about ways to finance your summer experience such as fellowships, stipends and grants.
- If you're interested in public sector or public interest law, consider joining the student-run **Public Legal Services Society (PLSS)** so that you're eligible for a 2014 summer internship grant.
- Attend **How I Got My 1L Summer Job** in November.

What can I do with a law degree? Some tools to help you figure this out:

- Consider a Field Placement.
- Consider a Clinic.
- Read "What Can I Do With a Law Degree?"

How do I network?

- Choose a mentor from the Informal Alumni Mentor database on MCO—these are lawyers who want to help!
- Join the American Bar Association (ABA) or the Sacramento County Bar Association (SCBA).
- Join student groups.
- Get to know your professors (you will need academic references).

WINTER BREAK:

- Conduct **informational interviews**.
- Prepare a **legal resume**.

SPRING SEMESTER:

- Participate in the Alumni/Faculty Mock Interview Program in February.
- Keep visiting** www.mcgeorgecdo.com.
- Begin preparing your **writing sample** and think about

professional references.

- Attend the CDO's **Fall OCI Sneak Preview**.
- Attend the CDO's **Secrets to a Successful Summer workshop**
- Begin applying for summer jobs:**
 - Register with **PSJD** (<http://www.psid.org>) to gain access the largest database of public interest and public sector jobs. We've already paid your registration fees!
 - Attend the informational session, and then apply for interviews, for the **Public Interest/Public Sector Day**, which will be held on February 1, 2014 at Hastings in San Francisco.

- Participate in the **Law Student Pro Bono Project**. See www.lawstudentprobono.org.
- Attend the on-campus job fair, **Career Night**, in late January or early February, 2014 to meet over twenty local government and non-profit employers. Bring resumes and tailored cover letters for those organizations that interest you most.
- Discuss for-credit summer and fall positions with the **Field Placement Office**.
- Go to www.martindale.com to identify medium and small private law firms.
- Log onto **BYU Intercollegiate Job Bank** at https://www.law2.byu.edu/career_services/jobbank/ for summer opportunities outside of Sacramento. The password is in the MCO document library.
- Look for notices about the Sacramento County Bar Association (SCBA) **Summer Diversity Fellowship** to see if you are qualified for and interested in a paid summer position with a top Sacramento law firm. The deadline is usually the last day of January.
- Review the **Government Honors and Internship Handbook** for government summer opportunities at <http://www.law.arizona.edu/career/honorshandbook.cfm>. (The login is *tim*; the password is *tam*—the most current login and password are always available in the MCO Document Library.)
- If interested and qualified, apply to attend the San Francisco Intellectual Property Law Association's annual job fair which is held in late July or early August. Go to www.sfipla.org for more information.

SUMMER BREAK:

- Prepare and perfect a writing sample.** Make sure to get permission from your employer and redact identifying information if your writing sample was work product from your summer position.
- Upload** your writing sample onto MCO.
- Ask current or former employers and faculty to serve as your **references**. Provide them with resumes.
- Plan for the fall.** Review field placement opportunities. For prosecution-related placements, contact the Field Placement Office a **minimum of 12 weeks in advance** of the semester.
- Plan for next summer.** We know it sounds crazy, but you need to start planning for next summer now! At a minimum, select your first- and second-choice employer type (small firms, government, nonprofit, business, academic, etc.) and learn their hiring time frames.
 - The **Fall On-Campus Interview (OCI) list** will become available in early summer. Select firms and prepare your OCI application materials now.
 - Look at the NALP directory for large law firms that are not participating in the OCI process. Send direct applications between August 1 and August 15, unless otherwise indicated by the firm.
 - If you are interested in government opportunities, review the **Government Honors and Internship Handbook** at <http://www.law.arizona.edu/career/honorshandbook.cfm>.

What Kind of Summer Jobs Do 1Ls Get?

Most, but not all, summer jobs that 1Ls get are unpaid. Many are in the public interest / public sector. Even if the public sector or public interest work is not your ultimate career goal, these internships often provide invaluable practical experience such as client contact and exposure to the courtroom. Some students become research assistants for McGeorge professors. Others are placed with a Sacramento law firm through the Sacramento County Bar Association's Summer Diversity Fellowship Program.

Resources:

Career Planning Blog: www.mcgeorgecdo.com
 Search tool to find practicing lawyers: www.martindale.com
 Public service positions: www.psjd.org
 Directory of employers: www.Nalpdirectory.com
 National Association for Legal Career Professionals: www.Nalp.com
 American Bar Association (ABA) resources: <http://jobs.abanet.org>
 Intercollegiate Job Bank: https://www.law2.byu.edu/career_services/jobbank/
 Job announcements on McGeorgeCareersOnline: <https://law-pacific-csm.symplicity.com>
 Government Honors and Internship Handbook: <http://www.law.arizona.edu/career/honorshandbook.cfm>