A. WHERE TO BEGIN?

1) AGENDA
   1. Firm Selection – Where to begin?
   2. Updating Resume
   3. Job Search “Influencers”
   4. Breaking the B Curve
   5. Public Interest Soul Trapped in a Private Sector Body

2) HANDOUTS
   1. EIW Selection Worksheet
   2. EIW Slot Report for 2Ls
   3. Firm Interview/Yield Chart
   4. Interview Evaluation form
   5. Chambers’ Guides

3) FIRM SELECTION – WHERE TO BEGIN?
   1. Open Module; Select City: You will see 2L employers only.
   2. Check out Employer Profiles on CSM – OCI Tab
   3. Check NALP Directory (.com) on-line or hard copy and look at # of hires, Summer 2015
   5. Look at Strike-a-Match Data and determine which are “reaches.” (watch out for NALP form reqs)
   6. Determine your comfort level with a % “reach” based on increase in class size, your interview skills, how close to “reach” you are. Be realistic; have list reviewed; take prior experience into account.
   7. Review number of slots and think through ranking strategy.
   8. Create a “Top 10” list to use when updating resume/preparing for interviews so that you will:
      a. Target resume appropriately;
      b. Include another city on your resume to show connection;
      c. Have firms on your radar when there are articles, upcoming programs, panels
      d. Read firm emails when they come through in May/June.
      e. Conduct more research on these firms.

4) UPDATING RESUME
   1. Address/phone/email updates
   2. 1L Job Description
   3. Check for over-emphasis on one thing: politics; religion; sports, academics

5) OTHER JOB SEARCH INFLUENCERS:
   1. Any speakers throughout 1L year that can be helpful? Career Fair, Speed Networking Luncheon, NYU Nationwide, Law Firm Receptions, etc.?
   2. Anything in background that may necessitate a conversation with a counselor?
   3. Practice Interview over the summer (or Practice Interview Evening on Monday, August 10)
   4. Course selection: “Dress for the position you want, not the position you have.”
B. BREAKING THE B CURVE

1) INTERVIEW PREPARATION: “B” Prepared
a. What are they getting at? Employer Concern: Poor work ethic, lack of “capacity”
   Candidate Focus: Taking positive action, demonstrate mastery of material Example: “I went over the exam and felt good about the fact that I received full credit for the questions I completed. I ran out of time on the last question and learned how I need to allocate my time. I’m looking forward to trying out a new approach this semester.”

   How do they get at grades?
   1. “Why do you have a C in Civ Pro”
   2. Are you happy with your academic performance?
   3. Do you feel that your transcript is a reflection of your abilities?

   How you should respond:
   1. Acknowledge what they are asking and address it directly.
   2. Do not make excuses.
   3. Don’t be negative about the school/professor -- seen as shifting the blame.
   4. Be careful what you say about a poor grade—your interviewer may have the same grade!
   5. Show that you have addressed the problem and moved on in a positive direction.
      Ex.: Explain that it took you a little while to get used to the law school exam format, but that you talked to your professors, figured out the best way to prepare and that you are confident you will do much better going forward. Expressing that you went over the exam with a professor shows initiative and that you took active steps to improve your performance.
   6. Demonstrate more substance by using NYU Law website content to buoy your responses.

b. Review your exams and be able to discuss it succinctly.

c. Know more about firm than others; good offense is best defense.

d. Be focused on the law; do not show ambivalence.

e. Use comprehensive resources
   a. NALP Guide to Legal Specialties
   b. Chambers’ Guide
   c. NYU Summer Critiques on line
   d. Lexis/Nexis: Legal News

2) ADDITIONAL EFFORTS: “B” Ready to go the extra mile
a. Initiate mailing in July; network throughout summer.

b. Fall OCI – read every email so don’t miss important deadlines.

c. Attend networking receptions.

d. Take more than one interview practice session.

e. Pursue government opportunities; attend PILC’s info session on September 9, 2015.

f. Provide outstanding writing sample. Review it. Offer it as appropriate.

g. Obtain letter of recommendation from faculty member if your class work was commended, or if a faculty member has offered to write one.

h. Tailor 2L course selection to law firm environment (“dress the part”).
C. PUBLIC INTEREST SOUL TRAPPED IN A PRIVATE SECTOR BODY

1) EMPLOYER CONCERNS

Employer Concern:
1. Long-term commitment to private sector
2. Likelihood of accepting position upon graduation
3. Willingness to handle all client matters
4. Paying down debt and leaving

Candidate Focus:
1. Evolution of interest in matters handled by private sector;
2. Transferable skills, not issues. Don’t be defensive or feel you need to lie; rather, the employer just needs to understand how you came to be interested in the private sector (talking to alumni, friends, contracts class, etc.)

Examples:
1. “Before coming to law school, I had planned to work on international environmental issues, and I gained substantial experience working for Earth Justice. However, after taking Administrative Law during my 1L year, I learned that there are many interesting regulatory issues that law firms effectively tackle.”

2. “If you had asked me that question a year ago (2 years ago, etc.), I’m not sure I would have been able to answer that question……”

3. “Two years ago, I would not have been sure…..what has transpired since that time is…..

4. “If I were sitting in your seat, I might have the same question. I’m grateful to have the opportunity to discuss how my interests have evolved.…”

2) TRANSFERABLE SKILLS

- Project Management
- Written and oral communication
- Advocacy
- Dispute resolution
- Leadership
- Problem solving

3) RESOURCES

Employer Resource Guide: Pro Bono in Law Firms on CSM

The Official Guide to Legal Specialties (published by NALP); for sale in the OCS, $12

Vault Guide to Law Firm Pro Bono Programs (hard copy and on-line via CSM)

Lifeline: NYU Office of Career Services; law.careers@nyu.edu; 212-998-6090