

The VLS Academic & Career Road Map

A Three-Year Guide to Finding a Job

2L Year: 2011-12

DATE	ACTIVITY	WHY THIS IS IMPORTANT	NOTES
July-August	<p>Summer Deadlines A basic rule in the search for a job: it's never too early. In fact, July and August are definitely the right time to start thinking about what you want to do next summer. Keep an eye on Symplicity, where on-campus interviews and other job postings are listed. This list is updated frequently throughout the summer. Here's an important tip: trying to secure a summer associate position is a very competitive process. So you should try to be as flexible as possible about geographic location.</p>	<p>Depending on your interests, <u>many deadlines to apply for positions for next summer are in August and September.</u> This is particularly true for summer positions at large law firms, many paid programs with federal, state and local government agencies and some larger public interest organizations.</p> <p>All employers interviewing on campus are doing so because they are specifically interested in hiring VLS students. That means you should try to find ways to take advantage of their interest, even if they do not represent what might be your dream job today.</p>	
August 30	<p>Special 2L Career Program: Boot Camp 2.0 This is a <u>mandatory</u> refresher course to jump-start your second summer job search. If you want to get a broad overview first, check out the VLS Career Development Manual on the Career Services web page.</p>	<p>MILESTONE If you haven't already begun planning for your job or MELP internship for next summer, the process officially begins today.</p>	Chase, 12:45 to 2, bag lunch included.

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<p>September-October</p>	<p>Staying on Top of Your Summer Job Search This is a busy time in the Career Services calendar. Here are six things you should be doing:</p> <ul style="list-style-type: none"> • Check Symplicity and other web sites for the latest job and internship postings • Meet with a Career Services counselor to develop a plan for next summer and to go over your updated résumé and cover letter • Check the <i>Career Strategies</i> e-newsletter and Symplicity for important information aimed at second-year students, including programs and special events that can be helpful to your career planning, and job fairs tied to specific missions • Monitor announcements of speakers coming to campus and be sure to attend those sessions in areas of the law that interest you • Think about when you will take the Multi-State Professional Responsibility Exam because the first opportunity is in November • Consult with faculty whose specialty may interest you as a possible career by looking on-line for the listing of faculty and their areas of expertise <p>You should aim to be a relentless networker. By attending events on campus or nearby, you can often meet professionals in fields that interest you. You should also be planning ahead to come up with ways to make the best use of the fall recess in October. Can you line up job interviews? Informational interviews?</p>	<p>Job postings are updated everyday. Make it a habit to check Symplicity and other job web sites regularly so you don't miss deadlines.</p> <p>Career counselors can help you think through your career options and start to get you focused on the kinds of summer opportunities that might be the most appealing to you.</p> <p>Career counselors can point you to other sources of job postings besides Symplicity. There are many good web sites that list job openings.</p> <p>Employers who come to campus to interview VLS students have a strong preference for VLS students. This means you should think broadly about the possibilities and plan to take part in the interview process. Some employers who are unable to come to campus may offer the option of a video interview. The Career Services office has the equipment to facilitate these interviews.</p> <p>As you meet with faculty, a career counselor or other lawyers, you will want to keep your academic plan in mind. Perhaps you will want to rethink some of the courses you were intending to take in the final three semesters as you career plans evolve.</p>	

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October 11	<p>Exclusive VLS Fall Job Fair in Washington If you are interested in working in Washington, DC, for the summer or after graduation or both, this is a must-attend event. VLS will be sending a bus to Washington where a number of employers are committed to interviewing VLS students. Watch the web for additional details.</p>	<p>This is the best way to make contacts and be interviewed for internships and permanent positions. The Job Fair was a huge success for VLS students last year. It is an event you should plan to attend if you're interested in working in Washington.</p>	<p>The Job Fair is scheduled for the last day of fall break, with a chartered bus bringing you back to campus late on October 11.</p>
November-December	<p>End of Semester Check List</p> <ul style="list-style-type: none"> <input type="checkbox"/> Have you met with a career counselor this semester? Or attended a group counseling session? <input type="checkbox"/> Is your résumé ready to go? <input type="checkbox"/> Have you attended at least two Career Services programs this semester? <input type="checkbox"/> Have you regularly monitored the job listings on Symplicity and other web sites? <input type="checkbox"/> Have you done some practice interviews? <input type="checkbox"/> Have you lined up informational interviews for the holiday break at the end of the semester? <input type="checkbox"/> If you have a summer position, check to see if you need to modify your second-semester classes to be able to meet the academic requirements for the position. 	<p>We have found that those who have the most success in their job search – for summer positions and for permanent work after law school – have focused early in their second year on what kind of law they would like to practice. They have also been consistent about talking with a career counselor and others about career opportunities and have been vigilant in watching Symplicity for the postings of on-campus interviews and other job listings.</p>	
December-January	<p>What to Do Over Semester Break Make good use of your time off between semesters by networking with lawyers in your hometown.</p>	<p>Don't know whom to contact? Check with Career Services.</p>	

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February	<p>Spring On-Campus Interviews This is the start of the spring on-campus interview program. Employers who will be participating are usually from smaller firms, non-profit organizations and some nearby government agencies. Check Symplicity and <i>Career Strategies</i> frequently for the latest listings and deadlines. This is also a good time to start to line up summer job interviews for spring recess.</p>	<p>Remember that employers who agree to come to campus to interview VLS students have a strong preference for VLS students. Think broadly about the possibilities and plan to take part in the interview process. Some employers who are unable to come to campus may offer the option of a video interview. The Career Services office has the equipment to help you arrange such interviews.</p>	
March 12	<p><u>Exclusive</u> VLS Spring Job Fair in Washington Like the fall job fair, this is a must-attend event if you are interested in working in Washington, DC, for the summer or after graduation (or both). A different group of employers will be interviewing VLS students. Watch <i>Career Strategies</i> and the web for details.</p>	<p>The first-even VLS spring job fair last year was a huge success. We believe this is the best way to make contacts and to be interviewed for internships and permanent positions.</p>	<p>The Job Fair is scheduled for the first day of spring break. A bus chartered by VLS will take you from campus to Washington and back.</p>
March	<p>Six Things to Do in March:</p> <ul style="list-style-type: none"> • If you haven't already done so, consult a career counselor about summer opportunities • Keep an eye on Symplicity and other job sites for new daily postings • Sign up for on-campus interviews • Attend professional development programs offered by Career Services • Plan job interviews and informational interviews for spring break • If you are a joint-degree student, make sure your MELP internship fits into your overall career plan 	<p>Plan ahead to make the best use of your spring break. Can you line up job interviews for summer internships? Set up networking meetings?</p>	

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April	<p>It's Not Too Late</p> <ul style="list-style-type: none"> • Keep an eye on the job postings on Symplicity and other job sites: many summer positions don't get posted until mid-April when employers are sure about their summer needs. • If you haven't met with a career counselor, it's not too late to do so. • Redouble your efforts. • If you haven't taken the MPRE, you need to make a specific commitment to one of the scheduled times. 	<p>Every year, a few students wander into Career Services late in the semester, concerned that it's too late for them to make plans for the summer. Our response: better late than never. Even if you're getting a late start, there are lots of things a career counselor can suggest to help you line something up.</p>	
May	<p>Check Those Job Sites Look for fresh postings on Symplicity and other job sites on the web.</p>		
Mid-May	<p>End of Semester Check List</p> <p><input type="checkbox"/> Have you lined up an internship – or been back to Career Services to discuss options?</p> <p><input type="checkbox"/> Have you decided in which jurisdiction you plan to take the bar exam? Once you have, you will want to check out that state's specific requirements.</p>		
June-July-August	<p>Make the most of your summer experience!</p>	<p>To make the most of your summer, here are two tips:</p> <ul style="list-style-type: none"> • Focus on being as successful as possible on the job, to get a great reference -- or possibly even a job offer -- after graduation • Network aggressively to open as many doors as possible for employment after graduation 	