



January 16, 2007

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Career Corner

Career Tips

Showing Enthusiasm

By Pamela Hyland

Happy New Year and Welcome Back! We hope you had a great break and are ready to approach the new semester with verve.

Employers love it when students are enthusiastic about the legal profession and about their practice. Given equally qualified candidates, employers will choose the eager, excited one. This has implications for you throughout the job search and summer clerking process, and during your legal career.

You show your enthusiasm and commitment when you call for an informational interview and follow up even if you don't get a return call. If you have left a message, call again once or even twice more to show the person that you truly care and are willing to work to make the connection.

Your dedication is evident when you answer clearly and confidently the interview question, "Why do you want to work for us?" Having concrete reasons for your enthusiasm for a particular organization shows that you went the extra steps to understand their mission.

Following up promptly when an employer (and, later, a client) calls is another way to demonstrate your eagerness and professionalism. Call back the same day to show that you want to work with them. When you accept a job offer, do it with genuine enthusiasm. Even over the

phone, infuse your voice with pleasure and use language that conveys your gratification. "Thank you so much for calling! I'm very flattered that you want to work with me! I couldn't wait to call to say, "Yes!"

During your summer clerkship, accept assignments with alacrity, thanking your supervisor for thinking of you; s/he is giving you an opportunity to shine!

When given an assignment, ask questions to clarify any points that you don't understand, showing your eagerness to do the best possible work. Ask if there are samples you can review in order to learn more quickly. Clarifying the assignment and the deadlines are clear indications that you are striving to do a great job.

Doing your very best work is another important indication that you are enthusiastic. If your supervisor asks for a draft, don't believe her/him! There is no such thing as a draft! Make the first draft as perfect as you possibly can so the supervisor will learn to trust your work. Ask for feedback and take constructive criticism to heart.

When one assignment is nearing completion, be sure to reach out for further work; asking for more work shows your excitement as well as your strong work ethic.

Enthusiasm is a precious commodity in any professional setting. It raises the tenor of the entire organization and lifts the spirits of everyone around you. If you find that you aren't looking forward with eagerness to your legal practice, come in to talk with a counselor; we

are experts at helping you find the practice that will elicit your genuine enthusiasm.

Want to make an appointment with a career counselor?

Call the CSO Front Desk at (415) 565-4619.

This Week's Events

Tuesday, January 16, 2007
3:40-4:30pm
Panel & Workshop/Room K
PI/PS Program Orientation

Wednesday, January 17, 2007
12:40-1:30pm
Workshop/Room F
Preparing for Screening Interviews with Sign Up for Mock Interviews

Friday, January 19, 2007
12:40-1:30pm
Workshop/Room F
Preparing for Screening Interviews with Sign Up for Mock Interviews

JOBS! JOBS! JOBS!

Everyday, the Career Services Office receives new listings. Log onto hastingscareers.com and check often for new postings. Just a few highlights:

SPRING POSITIONS

Law Offices of Jeremy Pasternak

– Law Clerk/ Intern (part or full time)
Plaintiff-side firm represents individuals in employment & other civil rights. Work includes all aspects of an active employment law lit & trial practice, legal research, writing & opposing motions, drafting & responding to discovery, & assisting in trial preparation. Applicant should have excellent research & writing skills and interest in employment law. Prior lit exp. is not required. Position available for course credit/internship.
Years Required: 2L, 3L
Contact: Jeremy Pasternak at jdp@pasternaklaw.com
Deadline: 2/10/07

National Senior Citizens Law Center – 2007 Spring & Summer Law Clerks. NSCL is seeking outstanding law students to work in its Oakland office during the Spring and/or Summer of 2007. Student selected will have a chance to be involved firsthand in significant policy and litigation developments related to Medicare Part D and MediCal/Medicaid clients. Requires outstanding research and writing skills, genuine interest in working for the disadvantaged and ability to take the initiative and work independently.
Years Required: 1L
Materials Requested: E-mail cover letter, resume, writing sample, transcript and three references to: ntk@nsclc.org.

Alumni Mentor Program Orientation

Friday, January 19, 2007
12:40 – 1:30pm
Advanced Sign Up Required!

Sign up on hastingscareers.com

references to: ntk@nsclc.org.

Deadline: 1/22/2007

FELLOWSHIPS

The Perkins Coie 1L Diversity Fellowship

– Summer 2007
Years Required: 1L
Materials Requested: Current resume, undergrad & law school transcripts photocopies (unofficial), legal writing sample, a 1-page personal statement/essay. Apply by e-mail to Ms. Laura Kader, Legal Recruiting Manager, at fellowship@perkinscoie.com, or by fax: (206)359-9000. More info at hastingscareers.com.
Deadline: 1/24/2007

GRADUATING 3LS

Superior Court of California, City & County of SF

– (1 yr. Law Clerk position) to provide legal research, briefs and memos to applicable bench officers. **Salary:** \$68,225.
Year Required: 3L
Materials Requested: Complete app packages must be received by 5pm on the filling date by personal delivery or by US Mail at 400 McAllister St., Room 205, San Francisco, CA 94102. App. package available online at <http://www.sfgov.org/courts>. For more details, contact HR at (415) 551-5936
Deadline: 2/13/07

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Office Hours

Monday – Friday
9:30 – 6:00pm