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Career Corner

Career Tips

Ten Tips for Successful Salary Negotiation, Part I

By: *Pamela Hyland, Assoc. Director for Career Development*

1. Research the market for the location, firm size and practice area. By reading job listings, talking to attorneys with similar practices, checking out printed and online salary resources, you can get a realistic idea of what the market is for your skills and experience.

2. Know your own skills and experience level. You can't convince a prospective employer that you are worth the money if you can't articulate how your skills and experience will advance the mission of the organization.

3. Be skeptical of too-optimistic salary figures. Who told you that small insurance defense firms in Berkeley are paying recent grads \$200K? If it sounds too good to be true, it probably is. Use reliable information sources such as NALP's salary information, good online sources and word-of-mouth information from knowledgeable sources such as Career Services counselors.

4. Consider all benefits, not just salary. An organization that pays your bar dues, underwrites your parking, offers health, dental and vision coverage, covers moving costs, pays for your bar review course, helps with commuting expenses, offers you an early review for a raise – the possibilities are numerous! – can be a great employer, even when the salary is less than you had hoped for.

5. Have the courage to ask questions. Your future employer will respect you for not taking the first offer, for asking clarifying questions regarding the salary and benefits, and for countering with offers of your own or questions about the possibilities before accepting a job. Wait until after the job is offered to ask all these questions but, once you have the offer, you also have the right to understand completely what your responsibilities are and what salary and benefits you will receive before you sign on the dotted line.

Next week, we'll present tips 6-10 for Successful Negotiation. Stay tuned!



Want to make an appointment with a career counselor?

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

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

SUMMER 2008

Bosso Williams (Santa Cruz, CA)
Law Clerk, Paid. Bosso Williams is seeking a part time law clerk during the school year and/or a full time law clerk during the summer months. We prefer a 2nd or 3rd year student for research, writing and organizational skills. Hourly pay is based on experience. **Years Required:**

Alumni Mentor Program Orientation

Wednesday, 3/19
12:40 – 1:30 p.m.
Room 312, 198 Bldg.

Advance Sign Up Required!

Sign up on:
www.HastingsCareersOnline.com

(AMP orientations are scheduled every week)

1L, 2L, and 3L. **Materials Requested:** Resume, writing sample, and cover letter. **Contact:** By mail: Evelyn Kempfski, Bosso Williams, PO Box 1822, Santa Cruz, CA 95061-1822; by email: ekempfski@bossowilliams.com; by fax: (831)423-2839. **Deadline:** 6/3/08.

Superior Court of California, County of Santa Clara (San Jose, CA). Judicial Internship. Unpaid. To qualify, candidates must be enrolled in a college degree program that is related to the internship. Program is catered for students who are interested in pursuing a law degree. Interns work with a judge on the cases, issues, and programs assigned to a department, for example: Civil, Family or Criminal. Interns are also allowed to observe on-going Court hearing and interact with attorneys and various Court staff. **Years Required:** 1L, 2L, and 3L. **Materials Requested:** Resume. **Contact:** By mail: Maria Hernandez, 191 North First St, San Jose, CA 95113; or email: mhernandez@scscourt.org. **Deadline:** 5/31/08

FALL 2008

US Court of Appeals, Ninth Circuit (Los Angeles, CA). Externship. Judge Stephen Reinhardt is now seeking applications for full-time judicial externs for fall 2008. Externs provide assistance to the judge's law clerks and to other staff. Their duties include, but are not

limited to preparation of court documents, legal research, and assistance in the drafting of bench memoranda. Strong writing skills and a friendly demeanor are required. Experience in public service and/or public interest law is preferred. **Years Required:** 1L, 2L. **Materials Requested:** Resume, writing sample, transcript, cover letter; and list of references. **Contact:** By mail: Attn. Talia Inlender, The Honorable Stephen Reinhardt, US Courthouse, 312 N. Spring Street, Suite 1747, Los Angeles, CA 90012-4701; or email to: Talia_Inlender@ca9.uscourts.gov. **Deadline:** There is no application deadline, but because applications are considered on a rolling basis, students should apply as soon as possible.

This Week's Events:

Nuts and Bolts of Judicial Clerkship Applications, Part I
Tuesday, 3/18
3:40 – 4:30 p.m.
Workshop/Room K

Everything You Always Wanted to Know About Large Firm Practice, But Were Afraid to Ask
Wednesday, 3/19
12:40 – 1:30 p.m.
Sheppard Mullin Panel/
Room K