



Career Corner

April 21, 2008

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Career Tips

Problem Spotting vs. Problem Solving

In law school, students learn to analyze cases using I.R.A.C. As lawyers, you not only spot issues, you solve issues for your clients. As a summer intern or a first year associate, honing both skills, problem spotting and problem solving, is crucial for success.

If you see a concern cropping up in the work, research, or analysis you are doing, it's not enough to simply report it to your supervisor. Instead, take some time to think about how it could be solved, circumvented or dispelled.

If you simply report the problem to someone higher up, you are essentially "passing the buck." If you truly don't know what to do in the situation, that's okay; but try to go to your supervisor with the problem and a possible solution, as well!

When you realize that something is not working, take a little time to think about how you might solve the concern, what resources you'd need and what steps you'd recommend taking. Only then would you present the problem, along with the possible solution you have developed. This kind of initiative is highly prized in legal practice as it shows you are using your analytical skills to

improve service to your clients, whether they are businesses, government departments, individuals or causes.

While taking initiative is great, do not take action until you check out your assumptions and solutions with your supervisor. If the supervisor agrees with your suggested course of action, s/he will be impressed with your initiative. If not, at least you demonstrated being proactive by trying to be a problem solver. On the other hand, if you take unilateral action, you risk embarrassing the organization and making a small problem even bigger. Until you have enough experience to know how to react in every situation, it shows good judgment to keep your supervisor in the loop before you take action.

Beginning to think like a problem solver is a great way to impress an employer and help your legal practice to thrive. After all, as an attorney you will earn a living not only by spotting issues, but also by resolving them using your judgment.

Want to make an appointment with a career counselor?

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

Alumni Mentor Program Orientation

Tuesday, 4/22
3:40 – 4:30 p.m.
Room 314, 198 Bldg.

Advance Sign Up Required!

Sign up on:
www.HastingsCareersOnline.com

(AMP orientations are scheduled every week)

JOBS, JOBS, JOBS!

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

GRADUATING 3Ls

Saqui & Raimondo (Salinas, CA)
Seeking an Associate with 0-2 yrs of litigation experience for a fast-paced labor and employment law firm. This position would include preparation of pleadings, court appearances, legal research, uploading recent law onto our website, and assisting the firm's partners in their daily litigation

practice. We need a team player that is ambitious, and is seeking a long-term career, and who can start immediately. Salary negotiable, medical and 401K. **Materials Requested:** Submit your resume, references and writing sample. Apply online at **HastingsCareersOnline.com**. No phone call please. **Deadline:** 6/11/08

SUMMER 2008

California Attorney General (San Francisco, CA). 2008 Honors Summer Clerk. The Tort & Condemnation Section (Civil Division) of the California Attorney General's Office (San Francisco) is primarily responsible for handling civil lawsuits brought in state and federal court against the State of California, as well as its agencies and employees. Clerks will be expected to participate actively in the Section's daily case management. Assignments will include the following: research; writing; discovery participation; case investigation; alternative dispute resolution (i.e., mediation and arbitration); jury trials, and appellate proceedings. In the event that the student is eligible to become a certified law student through the California State Bar, a summer clerk can expect to appear on behalf of clients at alternative dispute resolutions, depositions, and hearings. Our office endeavors to provide each clerk with a well-rounded and broad-based clerkship.

Years Required: 1L, 2L.

Materials Requested: Submit a resume and cover letter by mail to: John Devine, 455 Golden Gate Ave., Suite 1000, San Francisco, CA 94102 or by email to: john.devine@doj.ca.gov. **Deadline:** 5/15/08

Tyler Cooper & Alcorn, LLP (New Haven, CT) 2L Summer Associate. Each summer associate is assigned an associate advisor who is available to assist him/her in any way, whether the question is how to record time or how to attack a complex legal project. Summer associates are invited to attend department meetings and firm social events. They also often meet as a group to discuss their experiences and the progress of the program. Summer work is evaluated by the lawyer for who it is performed, and written work may also be reviewed by a hiring committee member. Summer associates are formally reviewed at approximately mid-season. We expect summer associates to exhibit the same strengths that we seek in our full-time associates, such as initiative, hard work, dedication, and the ability to produce consistently excellent legal work that meets client needs. We make every effort to include summer associates in client meetings, court proceedings, depositions, hearings, negotiations and other activities to give them insight into the day-to-day practice of law at our firm. **Years Required:** 2L. **Materials Requested:** Submit a resume, cover letter and transcript online. See **HastingsCareersOnline.com** for more details. **Deadline:** 8/30/08

Good Luck with your finals!

Congratulations to 3Ls on their coming graduation!