



October 1, 2007

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# Career Corner

## Career Tips

### Bon Appetit! or Handling Interview Meals with Grace

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

**B**ecause potential employers are interested in your social as well as your legal skills and want to assess how you might interact with clients, callback interviews often include a restaurant lunch or a dinner as part of the interview process. Using commonsense and consideration are all you really need but here are a few useful tips to help you shine!

First, recognize that this meal, while it may be with junior associates and seem more relaxed, is still a part of the interview. Keep your "game face" on the whole time and stay positive and upbeat.

Even if others are ordering alcohol or wine during the meal, it's best if you don't. You can easily deflect pressure to drink by saying you are driving later or some other light excuse, but iced tea or a soft drink is your best bet.

Ordering the most expensive item on the menu indicates that you aren't very sensitive to the bottom line of the firm; choose a mid-priced item.

Your courtesy toward the wait staff in the restaurant will be noticed; treat all wait staff with politeness.

If there is silverware or serving dishes with which you are unfamiliar, take your cue from how others at the table are handling those items.

It's best to order food that you eat with a knife and fork rather than sandwiches or other hand-held items. Avoid entrees with sloppy sauces that might end up down your front or on your tie. Taking small bites is a good idea, as you will be able to respond quickly to questions or to pursue the conversation.

Part of your responsibility as the guest is to keep the conversation flowing and to contribute to the exchange of ideas and information. You don't need to wait for a question – consider initiating topics by asking questions of your hosts.

Politics, religion and sex are all topics best avoided in an interview meal; rather, if the conversation lags, ask your hosts about their practices or most interesting cases. You could learn a lot and you will be perceived as interested in learning more about the firm.

Thank your hosts sincerely at the end of the meal for taking the time to treat you to lunch or dinner. Even though you know it's not coming out of their pockets, it's still a nice touch to let them know you appreciate the time they took to make you feel welcome.

Your appetite will improve as you find your way successfully through tricky interview meals!



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 [HastingsCareers.com](http://HastingsCareers.com) and check often for new postings. Just a few highlights:

### FALL POSITIONS

**Sterling & Clack.** SF law firm was established in 1993. We are a small AV rated (highest rating) admiralty and insurance defense firm in the SF Financial District with an opportunity for a part-time law clerk. Good writing, research, communication and computer skills are necessary. Paid position. **Years Required:** 2L, 3L. **Materials Requested:** cover letter and resume. **Contact:** By e-mail: [sclawjobs@sterlingandclack.com](mailto:sclawjobs@sterlingandclack.com). Please put "Law Clerk" in the subject line of the email. **Deadline:** 10/08/07.

**Law Offices of George M. Rush.** Solo practitioner looking for highly motivated law student who has an interest in independent film. Practice represents Bay Area film makers from development through distribution. Also handle litigation (primarily entertainment and landlord/

tenant). Practice focuses on film makers outside LA and NY. Very collegial environment. Flexible hours. Unpaid Position. **Years Required:** 1L, 2L, 3L. **Materials Requested:** Resume. Apply online at [HastingsCareers.com](http://HastingsCareers.com). **Deadline:** 10/09/07.

**California Lawyers for the Arts.** Applications for fall legal intern positions with California Lawyers for the Arts' Lawyer Referral Service (LRS) in the SF office are currently being accepted. Interns will interview clients and perform case intake; they will draft brief legal memoranda to attorneys, presenting the legal issues and relevant facts, and locate appropriate attorneys for clients. Interns will also assist with educational programs, including the annual Music Business Seminar, which will be taking place in SF on 10/20/07. **Years Required:** 1L, 2L, 3L. **Materials Requested:** letter of interest and a current resume. Apply online at [HastingsCareers.com](http://HastingsCareers.com). **Deadline:** 10/9/07

### GRADUATING 3Ls

**Associate Justices John A. Dooley, Marilyn S. Skoglund and Brian L. Burgess** are considering applications for a judicial clerkship from 08/11/08 to 08/ 07/09. **Location:** Montpelier, VT. **Salary:** \$42,493.00. **Duration:** One and Two Year Terms . **Years Required:** 3L **Materials Requested:** Cover letter - One cover letter is accept-

able if you are applying to all openings, including the two-year term; Resume; Sample of legal writing; Transcript indicating academic standing if available electronically; Two or more letters of recommendation from present or former employers or law professors **Contact:** Monica Bombard Vermont Supreme Court, 109 State Street, Montpelier, VT 05609-0801, (Ph) 802-828-4784; or Email: [monica.bombard@state.vt.us](mailto:monica.bombard@state.vt.us) **Deadline:** 10/05/07.

### This Week's Events

#### Career Options in Criminal Prosecution

Tue., 10/2  
3:40 - 4:30 pm  
Panel/Room F

#### Medium and Small Firm Job Search

Fri., 10/5  
12:40 - 1:30 pm  
Workshop/Room K

#### Alumni Mentor Program Orientation

Tue., 10/02  
3:40 - 4:30 pm  
Room 314, 198 Bldg.  
**Advanced Sign Up Required!**

Sign up on [HastingsCareers.com](http://HastingsCareers.com). (AMP orientations are scheduled every week)