

## **Career Fairs**

There are several important career fairs during the year where prospective employers interview candidates for either summer or permanent employment. Although most require prior registration to secure interviews, many will allow candidates an opportunity to acquire additional interviews during an “open” sign-up period at the commencement of the fair.

**The Equal Justice Works Public Interest Law Career Fair** is held in Washington, D.C. each fall. Other than transportation and accommodations, there is no fee charged to students to attend; the Law Center pays the registration fee. A wide range of employers attend this fair, including civil rights organizations, consumer and environmental advocates, government agencies, legal services offices and other representatives of the public interest law community. Interested students should watch for notification of this fair at the beginning of the fall semester.

**New York University Public Interest and Public Service Legal Career Symposium** is held each February at NYU. Over 150 employers from civil rights organizations, public interest advocates, government agencies, legal services offices and numerous other representatives of the public interest law community attend this fair each year. Candidates are interviewed for both summer and permanent employment. Information and application materials are mailed to the CPO in late December and students are to submit their resumes and employer selection forms to the CPO by the middle of January. Detailed information about deadlines and the application procedures will be available at the end of the fall semester.

### **Northeast BLSA Job Fair, Inc.**

This job fair that takes place each fall throughout the country on behalf of minority students, is arranged by **region** and is coordinated with the assistance of minority student groups and major law firms. The job fair is designed to present various summer employment opportunities to minority law students in either the private or public sector. In our region, this job fair is known as the **Northeast BLSA Job Fair, Inc.** Although the job fair is held in the early fall, **registration takes place in the spring.** After registering for this fair, registrants are sent mailings throughout the summer regarding additional details.

**Patent Law Career Fair** - Each year Loyola University Chicago School of Law coordinates and hosts an annual **Patent Law Career Fair** in early August. This program gives qualified law student from across the country the opportunity to interview with patent law firms, as well as law firms, corporations and government agencies with patent law departments. Over 150 employers from across the country participate. Students with an undergraduate or graduate degree in engineering or a technical science may want to consider attending. Registration is early, usually in February of each year.

**The American Intellectual Property Lawyers Association (AIPLA)** hosts a career fair each fall in Washington, D.C. Students with either technical or non-technical backgrounds are interviewed for summer and full-time positions with prominent firms from across the country. Participants must join AIPLA by the August preceding the fair in order to participate. For more information visit [www.aipla.org](http://www.aipla.org).

**Minnesota Minority Recruitment Conference** takes place in mid to late September each year and is held at a law firm in downtown Minneapolis. [Scholarships are available to offset the costs of lodging and travel] About three – four dozen employers, including judges, participate in this recruitment conference, where students are interviewed for both summer and permanent employment. Application materials are made available to the CPO at the end of the spring semester and students must complete their application materials by the middle of June.

## **Fellowships**

There are numerous fellowship opportunities for students and graduates. They are listed in detail in the job posting section of our web site. Several fellowships are offered each year and for this reason are highlighted below.

The **City Bar Minority Law Student Fellowship Program**, sponsored by the Association of the Bar of the City of New York, is a summer fellowship program created to address the under-representation of minority lawyers in law firms and corporate law departments. The program is made available to minority students who are completing their first-year of law school. Students who are selected to participate in this program will be assigned to either a law firm or corporate law department and receive compensation comparable with that received by the other first-year summer associates. The application process begins in January for the upcoming summer.

The **Charles H. Revson Law Students Public Interest (LSPIN) Fellowship Program** offers grants to law students who are interested in summer internships in public interest law. Summer stipends are available to **first** and **second** year law students attending law school in New York and New Jersey. **Students must secure positions in New York or New Jersey.** Applications are made available in the fall and the deadline is generally in December. **Students can apply for this Fellowship without having secured placement.**

**J. P. Morgan Summer Internship Program** provides internships to graduate students to work in non-profit agencies in New York City. Usually two internships are awarded to law students. Information regarding specific summer internships is generally mailed to the CPO during the fall semester.

**National Lawyers Guild Summer Project** funds law students and legal workers to work with selected public interest groups providing legal and political support to progressive causes. Information about this program is received in the fall.

**Touro Law School Public Interest Law Fellowship** awards a stipend to students who have secured public interest/service summer internships. Each year the School funds approximately 8-10 fellowships. Applications are made available at the beginning of the Spring semester.

**Clinics & Externships**

Touro provides numerous opportunities for students to gain practical legal experience through clinical and externship programs, while at the same time receiving academic credit. Prospective employers generally look favorably upon clinical and externship experiences, as they understand that “hand-on” experience is crucial in a law student’s professional development.

Students can select from a number of clinical offerings including: Civil Rights Litigation, Criminal Law, Elderlaw, Family Law, Housing Rights, International Human Rights/Immigration Litigation, Not-for-Profit and Judicial Clerkship.

In addition to the clinical programs, Touro offers several formal externship programs, such as the Civil Externship Clinic and the Labor and Employment Law Externship. Students can also pursue an independent externship with a law firm, corporate law department, government office, court or administrative tribunals of their own choosing provided the student is enrolled in a substantive law course closely related to the work in the externship setting. Details can be obtained directly from the Clinic.

Touro is also offering a pilot project where upper division students can participate in an intensive placement with either the U.S. Attorney’s Office or Nassau/Suffolk Law Services Committee, Inc. This project is modeled after the “rotations” concept utilized by medical schools in training physicians.

## Judicial Clerkships

One of the most valuable career paths a law student or graduate can pursue, both in terms of obtaining great intellectual challenge and enhancing future career opportunities, is that of a judicial clerkship. Almost every state and federal trial and appellate judge employs one or two recent law school graduates to clerk for a period of one or two years. Some judges also employ law students to serve as interns during the fall or spring semester or over the summer months. Those courts that do not hire clerks just out of law school, such as the New York State Supreme Court, instead employ career clerks known as law secretaries for long-term work in the judicial system.

In the private, sector firms of all sizes and specialties view a judicial clerkships as highly desirable. Former clerks carry not only a prestigious credential, but also an intimate knowledge of court procedures, as well as relationships with judges, clerks and other lawyers in the community. Many private law firms are willing to guarantee employment offers for the one or two year period during which a graduate is serving a judicial clerkship, as well as offering bonuses to graduates serving as clerks in certain courts in order to encourage and reward clerking and to compensate for the lower salary of a clerkship.

Students interested in clerking in the **federal court system** should speak with a CPO counselor immediately to learn about deadlines and applications procedures. In order to ascertain the name and application procedures for particular judges seeking law clerks visit the Federal Law Clerk Information System at <https://lawclerks.ao.uscourts.gov>

Students interested in clerking for **state court systems** should apply in the fall of their third year in law school (part-time students in the fall of their fourth year). To learn more about job opening in various state court systems, visit the following web site:

National Center for State Courts – [http://www.ncsconline.org/D\\_KIS/info\\_court\\_web\\_sites.html](http://www.ncsconline.org/D_KIS/info_court_web_sites.html) - This site provides direct links to state court web sites throughout the country.

New York State Unified Court System – <http://www.courts.state.ny.us/>

New Jersey Judiciary – <http://www.judiciary.state.nj.us/>

State of Connecticut Judicial Branch – <http://www.jud.state.ct.us/>

Students interested in applying for the **New York State Court of Appeals** should apply before September 15<sup>th</sup> of their third year. For more information, please visit the Court's site at <http://www.courts.state.ny.us/ctapps/>

**Note:** Students considering applying for clerkships should contact the CPO to schedule an interview with the Judicial Clerkship Screening Committee. Though not a prerequisite to applying for a clerkship, approval from the Committee and receiving a letter of recommendation from them can prove to be valuable during the application process.

### **Government Employment**

The government employs thousands of attorneys, who serve as litigators, investigators, advisors and policy makers.

As part of the application process for **federal employment**, applicants must submit form 612, which can be downloaded from the general information section at <http://www.usajobs.opm.gov> (In some instances, a particular federal job will require form 171, which does not appear on the Office of Personnel Management web site as yet, but can be obtained in the CPO.)

To work as an Attorney for **ANY** New York State Agency, candidates must submit application form OC-APP, which can be downloaded from the site below. For graduating students, this application should NOT be submitted until two (2) months prior to graduation.  
<http://www.cs.state.ny.us/announ/applications/downloadourapps.htm>

### **Government Search Engines**

To access the **official web page** of all three branches of the **federal government**, as well as virtually every **federal agency** (such as: the EPA, HUD, as well as the Departments of Education, Energy, Defense, and Transportation) visit the Federal Gateway at <http://www.fedgate.org/>

To access the **official web page** of virtually every **New York State agency** such as the Department of Banking, Division of Criminal Justice Services, Office of the Attorney General and the DEC go to "**Government Agencies**" at <http://www.state.ny.us>

### **Sites Containing Job Postings in the Federal Government**

- U.S. Office of Personnel Management – <http://www.usajobs.opm.gov> [Official site for job openings within the federal government.]
- Federal Jobs Digest - <http://www.jobsfed.com>
- Federal Jobs - <http://www.fedworld.gov/jobs/jobsearch.html>

### **Summer Honors Programs with the Federal Government**

Almost every federal agency has a legal department, often referred to as the Office of the General Counsel, which hires law students and recent graduates for summer and permanent positions. Working for a federal agency, either as a summer intern or an attorney, is prestigious and usually an excellent experience. To access the honors program web links for dozens of federal agencies, visit the "links" page on the CPO web site.

**Special Note:** Each agency has its own **application deadlines**. **YOU MUST** check each agency's web site, provided below for your convenience, to verify deadlines and necessary application materials.

**Presidential Management Intern Program** - This is the Federal Government's premiere program for bringing individuals with advanced degrees into Federal Service. After a rigorously competitive screening process, which is managed by the Office of Personnel Management, PMI finalists are chosen. PMI finalists are then selected by federal agencies for fast-track careers in Government. **The PMI Program is open to persons in their last year of law school.** Students are **nominated** for the program by the Dean or Department Chair of their school. For detailed information about this program go to <http://www.pmi.opm.gov>

### **Careers in Public Interest Law**

There are a number of resources, career fairs and organizations for students with an interest in public interest law.

One such resource is participation in **PILOT** (Public Interest Law of Touro), where public interest minded law students coordinate and sponsor events and programs at the Law Center focusing on public interest law.

Other excellent resources are the following web sites, some of which contain job posting and notices for internships.

- -   Jobs in Public Housing – <http://www.phada.org/house/jobops.html>
- -   Legal Service Corporation - – <http://www.lsc.gov/>
- -   Equal Justice Works – <http://www.napil.org>
- -   State PIRG - <http://www.pirg.org>
- -   Pro Bono Net – <http://www.probono.net>
- -   Public Service Law Network Worldwide - <http://www.pslawnet.org>
- -   Western New York Law Center – <http://www.wnylc.com>

Lastly, there are two career fairs each year with a focus on public interest law.

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