



CAREER SERVICES

FSU COLLEGE OF LAW

# ALUMNI CAREER ADVISOR FAIR

FEBRUARY 08, 2023



## PRACTICE AREAS

International Law  
Corporate  
In-House  
Family Law  
Insurance Defense  
Business Litigation  
Real Estate Law  
Environmental Law  
Regulatory and Government  
Sports and Entertainment  
Wills, Estates and Trusts  
Employment Law  
Criminal Law

## MORE INFORMATION

For more information you can find a full list of our Alumni Career Advisors on FSU Law Career Services Canvas page.

Please contact the  
Career Services Office  
(850) 644-4495  
[careerservices@law.fsu.edu](mailto:careerservices@law.fsu.edu)  
or  
VISIT US in the Advocacy  
Center A214

# BUSINESS TRANSACTIONS

JAMI COLEMAN  
jami@coleman.law

Ms. Jami Coleman focuses her practice on tax, business, real estate, estate planning, and probate matters. She is a graduate of FSU's College of Law, and she earned her Master of Law in Taxation from Georgetown University Law. She was an adjunct tax professor at Florida A&M University School of Business where she taught corporate and federal income tax.



Ms. Coleman volunteers with Legal Services of North Florida, Legal Aid Foundation, and FSU Veterans Clinic assisting low-income taxpayers in resolving disputes with the IRS. She is a past president of the Legal Aid Foundation of Tallahassee, sits on the Tallahassee Bar Association Board, as well as other non-profit boards.

Ms. Coleman is a fellow with the Wm. Reece Smith Florida Bar Leadership Academy and a past fellow with RPPTL Section of the Florida Bar. She serves on the Florida Bar's Probate Rules Committee, Advertising Grievance Committee and is an ALM with the Florida Bar's Real Property Probate Trust Litigation Section, and active member with the Florida Bar's Tax Section. She was awarded the Tallahassee Bar Association's 2017 Thomas M. Ervin, Jr. Distinguished Young Lawyer Award, and the 2016 Nation's Best Advocate Under 40 by the National Bar Association.

# REAL ESTATE

BRUCE WIENER  
bruce.wiener@akerman.com



Bruce Wiener serves as managing partner of Akerman's Tallahassee office. Board Certified by The Florida Bar Board of Legal Specialization and Education in Real Estate Law, he focuses his practice on transactional real estate law, commercial lending, and land use. He represents buyers and sellers in the purchase and sale of commercial, office, multifamily, student housing, acreage, and timberland property.

Bruce graduated from Florida State University College of Law in 1993. He is the founder of FSU Law Racial Justice Advocacy Fund and was awarded *Best Lawyers in America 2023*, listed in Florida for Real Estate Law.

# INTERNATIONAL LAW

GINNY DAILEY

vdailey@panzamaurer.com



Virginia C. Dailey has more than twenty years of experience. Mrs. Dailey earned two degrees from Florida State University in Tallahassee, beginning with a Bachelors of Science in Business in 1992, and followed by a Juris Doctorate, *summa cum laude*, in 1999.

Mrs. Dailey began her legal career overseas. From 1999 to 2005, Mrs. Dailey represented foreign governments and companies in international litigation and arbitration proceedings,

working in Washington, D.C., and London. In addition to traditional legal skills, this work involved extensive cultural awareness, communication skills of every type, interpersonal mediation skills, and innovative conflict resolution strategies. For example, while representing the Government of Ethiopia in litigation over a boundary dispute with the Government of Eritrea, Mrs. Dailey participated in the litigation of legal violations relating to the laws of war and humanitarian violations. In 2005, Mrs. Dailey began practicing Florida administrative and regulatory representation. Mrs. Dailey was recognized as early as 2007 by Florida Trend's Legal Elite for her practice in administrative law.

In Mrs. Dailey's legal practice in Tallahassee, Mrs. Dailey represented Florida electric utilities in areas involving Florida law, including regulatory and permitting approvals for capital projects and programs, rule making work, and other related areas.

Mrs. Dailey has also served as an Adjunct Professor at the Florida State University College of Law, teaching courses in litigation skills and international dispute resolution.

# WILLS/ESTATES/TRUSTS

MAX SOLOMON

max@hwelderlaw.com

Mr. Solomon's practice focuses on elder law, specifically guardianship, probate administration and litigation, health care issues, public benefits, wills, trusts, and estate planning and litigation, financial exploitation, and appeals. His colleagues throughout Florida have recognized him for his strength in exploitation litigation, using holistic analysis to resolve litigated disputes to avoid litigation, and estate planning techniques for younger individuals and couples, nontraditional families like blended families, LGBTQ couples, and more.



Max has been nominated by his peers as a Rising Star in Florida Elder Law in 2021, 2022, and 2023 and holds various leadership positions in the Elder Law Section of the Florida Bar. He is also a published author on issues related to privacy law, public international law, and speaks regularly on the effects of the relationship between pop culture's impact on the law and guardianship. Max maintains an active pro bono practice assisting veterans, children, LGBTQ, and low-income seniors. He especially enjoys working with animal rescue organizations and setting up pet trusts.

Max is a proud "triple 'Nole," having received his Juris Doctor, Master of Science in American Politics and Policy, and Bachelors in history and international affairs from Florida State University.

# SPORTS/ENTERTAINMENT

BEN ODOM

bodom@nascar.com

Mr. Odom serves as the Vice President of Business and Legal Affairs for NASCAR. Odom provides NASCAR legal guidance in litigation, large transactions, corporate governance and special projects.

Odom began his career at International Speedway Corporation (ISC) in 2006 and from 2018 through the completion of the merger between NASCAR and ISC was Vice President and Deputy General Counsel for ISC. At ISC, Odom was responsible for managing the company's legal and risk management department, ISC's board of directors, SEC filings, corporate governance, compliance, litigation and mergers and acquisitions.

Odom also serves as a Board Member for Cognitive Kinetics and CLASH Endurance. Odom graduated from Florida State College of Law in 2004.



# CRIMINAL LAW

LOLIA FERNANDEZ

loliayf@gmail.com

Lolia Fernandez is an Assistant Public Defender with the Public Defender's Office, Florida Second Judicial Circuit, Leon County. She attended the University of Florida, where she received her Bachelor of Arts Degree in Microbiology and her Master's Degree in Public Health/Epidemiology.



Lolia is a 2017 graduate of Florida State University College of Law. She has worked as an Assistant Public Defender since graduating from law school, and currently serves as the Felony Division C Chief. She has also served on the board of the Tallahassee Bar Association, Tallahassee Women Lawyers and the Legal Aid Foundation of Tallahassee.

In 2020, Ms. Fernandez was named the recipient of the 2020 Thomas M. Ervin Jr. Distinguished Young Lawyer Award by the Tallahassee Bar Association.

# INSURANCE DEFENSE

## ALEX FUMAGALI

[Alexander.Fumagali@lewisbrisbois.com](mailto:Alexander.Fumagali@lewisbrisbois.com)



Alexander Fumagali is a partner in the Miami office of Lewis Brisbois and a member of the General Liability, Entertainment, Media & Sports, Transportation, and Products Liability Practices. His practice focuses on the areas of general civil litigation, premises liability, products liability, and negligent security. Mr. Fumagali has defended multiple trucking companies over the past decade, and has experience as second chair in a motor vehicle accident that went to trial. He also has experience defending major electronics

manufacturers such as Samsung and LG in cases involving products liability.

Prior to joining Lewis Brisbois, Mr. Fumagali practiced insurance defense litigation for a national litigation firm, and represented mortgagees in foreclosure cases throughout Florida. Mr. Fumagali earned his Juris Doctor from the Florida State University College of Law in 2012. While in law school, he was an intern for the Honorable Judge Terry Lewis, as well as the Networking Chair for the Entertainment, Arts, & Sports Law Society. Mr. Fumagali currently serves on the Alumni Board of Directors for the Florida State University College of Law.

# GOVERNMENT/REGULATORY SECURITIES & EXCHANGE COMMISSION

## LISA ROBERTS

[RobertsL@SEC.GOV](mailto:RobertsL@SEC.GOV)

Lisa Trueba Roberts is the Chief Attorney Advisor to the Regional Director of the Miami Regional Office of the SEC. Ms. Roberts has been an attorney with the SEC for over 25 years. She supervises the Investor Assistance Specialist group and conducts financial literacy outreach on behalf of the agency to promote the Commission's mission to protect investors. She conducts outreach throughout the Miami Regional Office's jurisdiction which includes Florida, Mississippi, Louisiana, Puerto Rico and the U.S Virgin Islands.



Ms. Roberts is also an adjunct professor at the University of Florida Levin College of Law. She is a member of the Hispanic National Bar Association, the Cuban American Bar Association and the South Florida Chapter of the Federal Bar Association. Ms. Roberts also serves on the Eleventh Judicial Circuit Grievance Committee of the Florida Bar.

Ms. Roberts is a Board Member of the Kozyak Minority Mentoring Foundation. The foundation works to promote diversity in the legal profession and finds mentors for minority law students at Florida law schools.

Ms. Roberts is a graduate of the University of Miami School of Law. She received her bachelor's degree in business (cum laude) from the University of Florida.

# GOVERNMENT/REGULATORY OFFICE OF THE ATTORNEY GENERAL

## NICK NIEMIEC

nicholas.niemiec@myfloridalegal.com

Nick Niemic is an Assistant Attorney General in the Antitrust Division of the Office of the Attorney General. Mr.



Niemic's practice involves high-stakes antitrust investigations and litigation against some of the world's largest technology companies as well as antitrust matters across many industries. He frequently collaborates with other states and federal government entities for antitrust cases affecting the state, national, and global economies. He also works on

complex-enforcement cases related to misleading and deceptive marketing, racketeering, fraud, public nuisance, and other complex litigation to remedy statewide harm, including having litigated the State's opioid-crisis case from inception to settlement after a five-week jury trial.

Prior to joining the Florida Attorney General's office, Mr. Niemic graduated with honors from the Florida State University College of Law. He practiced plaintiffs-side antitrust law on matters regarding major litigation into price fixing and monopolization, leading discovery efforts for multi-plaintiff cases, and drafting documents for all stages of litigation.

# INSURANCE DEFENSE

## ROCHELLE CHIOCCA

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Rochelle Birnbaum Chiocca is a partner in Cole, Scott & Kissane's West Palm Beach office. Her practice focuses on injury defense and construction defect litigation. For the past three years, Ms. Chiocca has also served as CSK's Director of Recruiting.



Ms. Chiocca earned her Bachelor of Science degree in Political Science and History, her Master of Arts in International Affairs, and her Juris Doctor, all from the Florida State University. A proud triple Nole, Ms. Chiocca is a past President of the Alumni Board of Directors at the FSU College of Law.

# EMPLOYMENT LAW

## GREG HEARING

Gregory.Hearing@gray-robinson.com



Gregory A. Hearing is a shareholder with Gray Robinson, P.A.. He has practiced management labor and employment law for his entire career. He is a graduate of the University of the South where he graduated magna cum laude in 1986. He received his law degree from the Florida State University College of Law cum laude in 1989, where he served on the Florida State University Law Review.

Hearing chaired the Hillsborough County Bar Association Labor and Employment Law Section in 1997-1998, and chaired The Florida Bar Practice Management and Development Section in 1998-2000. He has served on the Executive Council of the Labor and Employment Law Section of The Florida Bar since 2001 culminating as its Chair in 2011-2012.

Hearing is Board Certified in Labor and Employment Law, Civil Trials, and Education Law. He has been recognized as one of Florida's "Legal Elite" by Florida Trend magazine and is listed in the publication The Best Lawyers in America. He was appointed by the Florida Supreme Court to a five year term as a Member of the Florida Board of Bar Examiners and served as its Vice-Chair and Chair in 2014, 2015 and 2016. He is a frequent lecturer and has authored many papers on labor and employment related topics.

# ENVIRONMENTAL LAW

## PRESTON MCLANE

pmclane@fsu.edu

Preston McLane is a 2009 graduate of the FSU College of Law. Preston currently serves as a Program Administrator for the Florida Department of Environmental Protection, Division of Air Resource Management, where he directs the state's regulatory planning activities, rulemaking, and grants programs under the federal Clean Air Act.



Preston previously served as an Environmental Administrator and Deputy Director with the Air Division. Prior to joining DEP, Preston was an attorney practicing in the areas of environmental permitting, water use planning and permitting, professional licensing, administrative law, and art and cultural resource law. In addition to his career in environmental regulation, Preston has a Ph.D. in Art History, and from 2018 to 2022, he served as the Director of the Florida State University Museum of Fine Arts.

## BUSINESS LITIGATION

## BANKRUPTCY

### MIKE MARKHAM

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Mike Markham graduated from the College of Law in 1988. He was in Prof. Seidenfeld's first Administrative Law class, and actually played on the student intramural basketball team!

Since graduating from law school, Mr. Markham practiced with the Johnson Pope firm in the Tampa Bay area. This firm is a full-service firm with virtually every practice area except criminal law. He is a bankruptcy attorney, and has crossed paths with attorneys in various specialties all over the country. He has mentored and interviewed scores of candidates for the firm and learned a lot about the hiring process and the various jobs available to law school graduates.



## FAMILY LAW

### CHRISTIN GONZALEZ

christingonzalez@noveylaw.com

Christin Gonzalez obtained her Juris Doctorate in 2011 from the Florida State University College of Law, where she graduated with honors and served as a member of the Florida State University Law Review. Christin joined the firm as an associate attorney in 2011, and became a named partner in 2018.

Christin practices exclusively in the area of marital and family law, including family law appeals. Christin is Past President of the Tallahassee Women Lawyers and an active member of the First District Appellate Inn of Court. She is also a Florida Supreme Court Certified Family Law Mediator and certified in Collaborative Law Process. In May of 2019, Christin became Board Certified in Marital and Family Law by the Florida Bar.



# CORPORATE/IN-HOUSE

CELESTE GAINES  
celestengaines@gmail.com

Celeste Gaines is a two time graduate of FSU, she received her bachelor's degree in Business Management and Spanish in 2011 and her J.D. and Business Law Certificate in 2015.

Celeste is a Senior Counsel, Enterprise Technology + Sourcing Transactions Attorney, at McKesson Corporation in Atlanta, Georgia. She began her time at McKesson as a Staff Counsel and has since been promoted twice, serving now as Senior Counsel.

Prior to joining McKesson, she was an associate at a boutique firm where she focused on commercial real estate and franchise litigation and a mid-size insurance defense firm where she primarily litigated personal injury and construction defect matters.



# CORPORATE/IN-HOUSE

CHRISTINA SMIEKLE  
Christina.Smiekle@McKesson.com

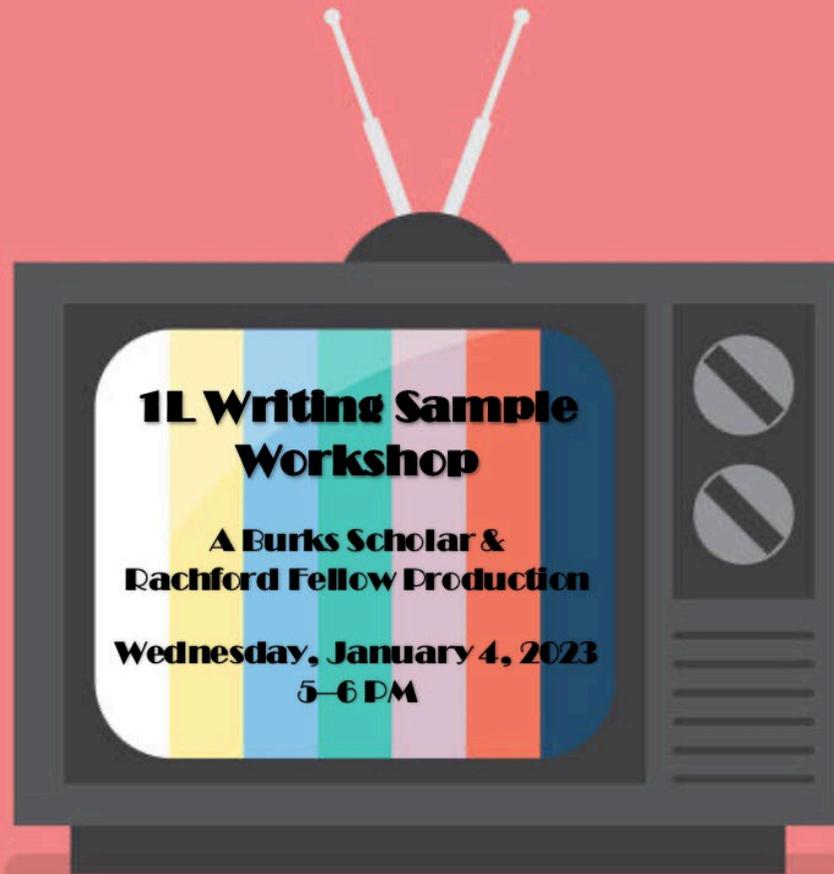
Christina Smiekle obtained a Bachelor of Arts in Legal Studies from the University of Central Florida and graduated from the Florida State University College of Law in 2016.

While at the College of Law, she was a member of the Trial Team and also part of the Black Law Students Association (BLSA) Moot Court Team that won both the regional and national BLSA moot court competitions in 2015.

Ms. Smiekle's previous experience includes representing the State of Florida and Leon County in the areas of licensee compliance, government contracting and procurement. She recently left the public sector, and is currently Senior Counsel for Enterprise Technology and Sourcing Transactions at McKesson Corporation.



# SAVE THE DATE



**Zoom Link to Follow**

# OCS Winter Newsletter

## GPIIP

The Government and Public Interest Interview Program is a great way for 1Ls, 2Ls, and 3Ls to secure summer and post-grad employment.

Stay tuned for more info about the program and how to apply.

## RECEPTIONS

Firms are hosting holiday receptions! These events are a great way to network, get a feel for a firm's culture, and to learn about summer associate positions.

Check the SCORE Events Page to see if there is a reception near you.

## Seeking a Judicial Internship?

Ms. Hilton is hosting an informational program in Classroom B on Friday, January 13 at 1 PM.

# Hey 1Ls!

## What's SCORE?

SCORE is W&L's career management software and is home to all job postings. Click [here](#) to access SCORE via Canvas and to watch a how-to video.

## Application Materials

Get your application materials in order over winter break! Check the OCS Canvas Page for samples and reach out to Rachfords Fellows for review.

## Writing Sample Workshop

Learn how to put together an application-ready writing sample! The workshop will be held over Zoom on Wednesday, January 4 from 5 to 6 PM.

## Job Postings & OCIs

1L OCIs begin next semester! Job opportunities and deadlines are posted in SCORE. Take time to familiarize yourself with how SCORE works.

# OCS ADVISORS WEEKLY SCHEDULE

Jan 16 - Jan 20

Follow OCS on Instagram!



**Mon    Tues    Wed    Thurs    Fri**

**Dean  
Jarrett**

9-12  
Virtual/  
In-person

1-5  
Virtual/  
In-person

**Ms.  
Hilton**

9-12  
Virtual

9-12  
Virtual/  
In-person

9-12  
Virtual/  
In-person

9-12  
Virtual/  
In-person

9-12  
Virtual/  
In-person

Judicial Internships & Clerkships Drop In Friday @ 1-2PM

1-5  
Virtual

1-5  
Virtual/  
In-person

1-5  
Virtual/  
In-person

1-5  
Virtual/  
In-person

1-5  
Virtual/  
In-person

**Ms.  
Coleman-  
Jackson**

9-12  
Virtual/  
In-person

9-12  
Virtual/  
In-person

9-12  
Virtual/  
In-person

9-12  
Virtual

Out of  
Office

1-5  
Virtual/  
In-person

1-5  
Virtual/  
In-person

1-5  
Virtual/  
In-person

1-5  
Virtual

Out of  
Office

**Rachford Fellows**

Also available by appointment

Wednesday 9AM-12PM @ Main Reading Room

Tuesday 11AM-3PM @ Main Reading Room

Wednesday 11AM-2PM @ Brief Stop

Thursday 1:30-3PM, 4-4:30PM @ Main Reading Room

**Christina**

**Molly**

**Breanna**

**Crawford**

## **Rachford Fellows**

Rachford Fellows serve as the liaisons between the OCS staff and the student body. As peer counselors, Rachford Fellows connect more easily with law students, removing some of the barriers that kept students from benefiting from OCS guidance. Rachford Fellows increase student engagement, provide a social media presence, improve communication and feedback from students, generate creative programming ideas, foster professional development, and perform critical document review.

## **Burks Scholars**

The Martin Parks Burks Scholars program brings third-year law students into the first-year curriculum as teaching assistants. Burks Scholars are third-year law students selected on the basis of research, writing, and teaching skills to provide support for the first-year small sections of Legal Research and Legal Writing.

Nine Burks Scholars serve for the 2022-2023 academic year: three for Research and six for Writing. The Legal Research Burks serve as teaching assistants in the first-year Legal Research classes. Each Research Burks works with a Legal Research professor in conveying the concepts of legal research, analysis, and citation to two sections of Legal Research. The Legal Writing Burks serve as teaching assistants in the first-year legal writing classes. Each Burks Scholar works with a Legal Writing professor in teaching legal writing, analysis, and citation to one section of Legal Writing.

The Burks Scholars office is located on Level 3 of the Law Library, in Conference Room 304. Office hours and appointments may also be held elsewhere with due notice, or by special arrangement with a Burks Scholar.

## **Kirgis Fellows**

The Kirgis Fellow program is a mentoring program designed to assist first-year and transfer students with the adjustment to law school by providing guidance and advice about academics, the job search process, and life in Lexington. The Kirgis Fellows are generally second-year law students who mentor a first-year, small-section class. Two Kirgis Fellows are assigned to each small section. The Head Kirgis Fellows are two third-year law students, and former Kirgis Fellows, who lead the program and serve as Kirgis Fellows to transfer students.

## **Head Kirgis Fellows**

Kirgis Fellows play a large role during Orientation and share their perspective as experienced students throughout the year. Over the course of regular meetings, Kirgis Fellows meet with first-year students to discuss study strategies, summer jobs, law school exams, coping with the stress of law school, and the traditions that make W&L Law unique. In addition, Kirgis Fellows are available throughout the year to answer questions and to provide support to first-year students. Students are encouraged to keep in touch with their Kirgis Fellows and ask for help and advice as they encounter questions and challenges during their first year of law school.

JD Advisor/EMAIL/Letter

Dear \_\_\_\_\_,

I hope this note finds you well and having a great summer.

I am writing to inquire if you would be interested in joining our JD Advisor Program within the Florida State University College of Law for the fall semester. The JD Advisor program brings together students and outstanding alumni attorneys in different practice areas for job search strategy advice. We thought you would be a valuable resource to our students in International Law.

How the JD Advisor program works:

Our office will work with the students on their resume and application documents, and, if they are interested in exploring a particular practice area, we refer them to a JD Advisor for more in-depth job search strategy advising. Our JD Advisors have expertise in specialties the student's area of interest, a wide circle of potential contacts, and job search tips.

Our goal is to have alumni JD Advisors in an array of practice areas, who agree to work with students to hone their job search strategies. We are excited that this program will extend the capabilities of the Career Services Office and provide students with valuable resources and advice.

We can offer a small stipend of (nominal amount) per semester for this service but would need a specific commitment of your time on a weekly basis in order to process this compensation through the University HR system. (I will warn you there is paperwork involved!)

Alternatively, you may consider serving as a JD Advisor informally on a trial basis for the semester, to explore the time commitment. We do not know how many students are interested in a particular practice area, but I do not expect that the advising to take up much of your time. We will certainly be mindful of your time when referring any students.

Please let me know if you think you are interested in working with us to support our students and recent graduates, and I will follow-up with you shortly to discuss further.

Kind Regards,

CSO Dean

## **JD ADVISOR FAIR**

Welcome to the JD Advisor Fair! Feel free to pack your bag lunch, put your initials on it, place it on the table, then visit with the advisors and take your lunch "To Go."

Here is a list of questions you may want to ask the Advisors when walking around the tables and meeting them:

When did you discover you were interested in this area of law?

What do lawyers in this field do?

What do students need to know about this area of law?

What is it like to work in area? What skills and aptitudes are needed?

Describe a typical day. Describe a not-so typical day, i.e., an exciting or stressful day.

How did you go about getting a job in this field?

- Did your experience/courses in law school help?
- Prior experience pre-law school?
- What factors were key to getting your position? (Example: Networking/Joining/Experience)

Basic advice to students interested in this area, what should they do to find opportunities in this area of law and to make themselves competitive in this area?

Resources or organizations to join or monitor?

**IMPORTANT:** You may reach out individually later to the Advisors, however, make sure your resume and preferably a draft cover letter has been reviewed by the Career Services Office first.

# The Ingredients For CSO/CDO Long-term Buy-in and Annual Program Management

*Tom Lee, Penn State Dickinson Law, Director of Career Services*

*April 2023*

**Step 1:** Does your Dean or office have a Strategic Plan or Vision Priorities?

- You can increase the likelihood of project support if it can be tied to the law school's strategic plan or stated vision priorities

**Step 2:** Data and reporting

- If it is not measured and analyzed, it is not part of the process.

**Step 3:** Incentives

- Financial motivation- People are motivated if it has a financial impact on salary or bonus
- Budget motivation - How does the project impact the unit's budget or other unit's
- Public Recognition motivation - Can the Dean "hat tip" the initiative to students, alumni or faculty

**Step 4:** Clear program definition (30 second pitch) and written process with stakeholders

- People can't support an initiative or project if you can't explain it to them
- Annual timeline and task list
- Meeting with stakeholders

**Step 5:** Collaboration with other units or student organizations

- Alumni and Development for alumni support
- Admissions
- Student Services
- Student Bar Association
- Affinity Groups

**Step 6:** Feedback

- [formal] Student surveys
- [informal] Community socialization

## **Tips for FSU Law Alumni Advisors and Career Mentors**

### **General Considerations:**

- When you are virtually introduced to a student, do your best to reach out promptly to make that initial contact. Save the student's contact information in your contacts list and share the student's information with anyone who might answer your phone, so they know why a student may be calling. (Sometimes it is hard to get past the gatekeepers!)
- Try to respond to their emails and phone calls promptly. After one or two unreturned emails or phone messages, or cancelled meetings, students interpret this as lack of interest and will stop trying. (This is the biggest problem students encounter when reaching out to alumni.)
- Add reminders to your calendar to check in with the student throughout the semester (i.e., before exams, during interview season, or to see how classes are going).
- Most students do not have a full picture of what legal practice entails. They may not know what to ask you. Think of how little you knew when you were in law school; try to figure out what would be helpful to discuss according to their unique circumstances (i.e., first generation law students, students who have been in the work force between college and law school, students who have partners/children, former military.)

### **Building the Mentor/Mentee\* Relationship**

#### **Questions for Getting to Know the Student:**

- What brought the student to law school at this point in their life/career?
- What are their biggest concerns and what is most exciting about this time in law school?
- Talk about your own background as a former student, your career path, and what you enjoy most and what has been challenging in your career.

#### **Exploring the Practice of Law/Practice Areas:**

- What are the student's objectives?
- Discuss the student's background and qualifications and how they fit with their goals.
- How did you connect your background and qualifications to your own career?
- Discuss flexibility in experiences and the benefits of transferrable skills.

#### **Effective Networking:**

- Talk about the importance of networking to obtain employment
- Discuss resources for building their network: attending alumni events, bar association involvement, school and outside activities (for instance, attend guest speaker events and reach out to the speaker or others they met afterwards).
- What are your networking tips, how did you build your community and why is this important beyond getting a job? Have you used LinkedIn?
- Provide students with the names and contact information of other attorneys as they should contact and advise the student to "drop your name" when they reach out to

these contacts. Pass along the student's name and resume (with their permission) to anyone whom you think would be a good resource (not necessarily for a job, but rather to help the student learn more about a practice or geographic area, etc.)

- Can you recommend State Bar Association Sections or Voluntary Bar Associations for the student to reach out to? Are there any events that would be worthwhile for a student to attend? (Note: Career Services encourages all students to join the state bar association in the state they think they would like to practice in as a "student member.")

**What Do Employers Look for and What Things Should a Student Be Aware of When Interviewing for a Job?** (Career Services spends a lot of time speaking with students about these topics and we are the first source for them to utilize for resume and cover letter review.)

- Proper usage of grammar, punctuation, and formatting in application documents
- Phone/voicemail/email and interview etiquette
- The importance of pre-interview research and post-Interview follow-up suggestions, such as thank you notes
- Student's use of social media and LinkedIn
- What have you experienced as an employer that led you to not hire a lawyer/recent grad/law student
- What qualities and actions make a student/new lawyer an attractive candidate when going through the interview process. (e.g., treating everyone they meet while in the office courteously, not just the lawyers.)

**Students May Ask You: from "Tips for Contacting Career Mentors, Alumni or Others"**

- How did you get your job?
- What does a typical workday look like for you?
- What part of this job do you find most satisfying? most challenging?
- Is there a demand for lawyers in this practice area, geographic area?
- How do you see jobs in this practice area/geographic area changing in the future?
- What types of training or mentoring do employers generally offer new lawyers?
- Which professional journals and organizations would you recommend to learn more about this field/practice area and to expand my network of professional contacts?
- How does my resume look? Would you suggest any changes, enhancements?
- What would you suggest I do to further my job search?
- What courses would you recommend for this practice area?
- Can you provide the names of others who could give me advice about this practice area/geographic area? When I contact him/her, may I use your name?
- May I keep in touch with you and let you know of my progress?

\*While the term "Mentee" is used here, we are referring to any advising or coaching encounter with a student. We do not expect all such contacts to turn into long-term mentor/mentee relationships. However, should that occur, terrific!