

UMASS LAW

FIRST YEAR SERIES

Please plan to attend the below required events as part of completing your first year of law school.
All sessions will take place in room 231/232.

Monday, September 18th 5:00 – 6:00 p.m.

“A Positive Future for Attorney Well-Being”

Hosted by Members of the SJC Standing Committee on Lawyer Well-Being

Monday, October 2nd 5:00 – 6:00 p.m.

“Character and Fitness for the Massachusetts Bar Exam”

Hosted by Kandace Kukas, Executive Director of the MA Board of Bar Examiners

Monday, October 23rd 5:00 – 6:00 p.m.

“What I did my 1L Summer”

Hosted by UMass Law Career Services

Monday, November 6th 5:00 – 6:00 p.m.

“Professional Identity Formation & Well-Being”

Hosted by Dean Cahill

Monday, January 8th 5:00 – 6:00 p.m.

“Spring Semester 1L Reorientation”

Hosted by Dean Cahill and Professor Vaughan-Thomas

Monday, February 12th 5:00 – 6:00 p.m.

“Professional Pitfalls for the Unwary”

Hosted by Dean Cahill and Professor Vaughan-Thomas

Monday, March 25th 5:00 – 6:00 p.m.

“Academic Registration and Program Planning Information Session”

Hosted by the Law Enrollment Center

Monday, April 8th 5:00 – 6:00 p.m.

“Preparing for Final Exams”

Hosted by Academic Success

Pursue Justice

Communicating in Plain Language

7 tips for using plain language in your written communications

Tip 1

Identify your audience.

Choose words your audience is likely to know, and always chose the simplest word.

Tip 2

Use pronouns “you” and “we” to motivate individual readers even when you write to a group.

Tip 3

Write in active voice.

The regulation was drafted by the lawyer. (passive)
The lawyer drafted the regulation. (active)

Tip 4

Simplify.

- Include need-to-know, not nice-to-know information
- Take out redundant words
- Avoid unnecessary modifiers (very, actually, totally)
- Use “before” instead of “by” for deadlines

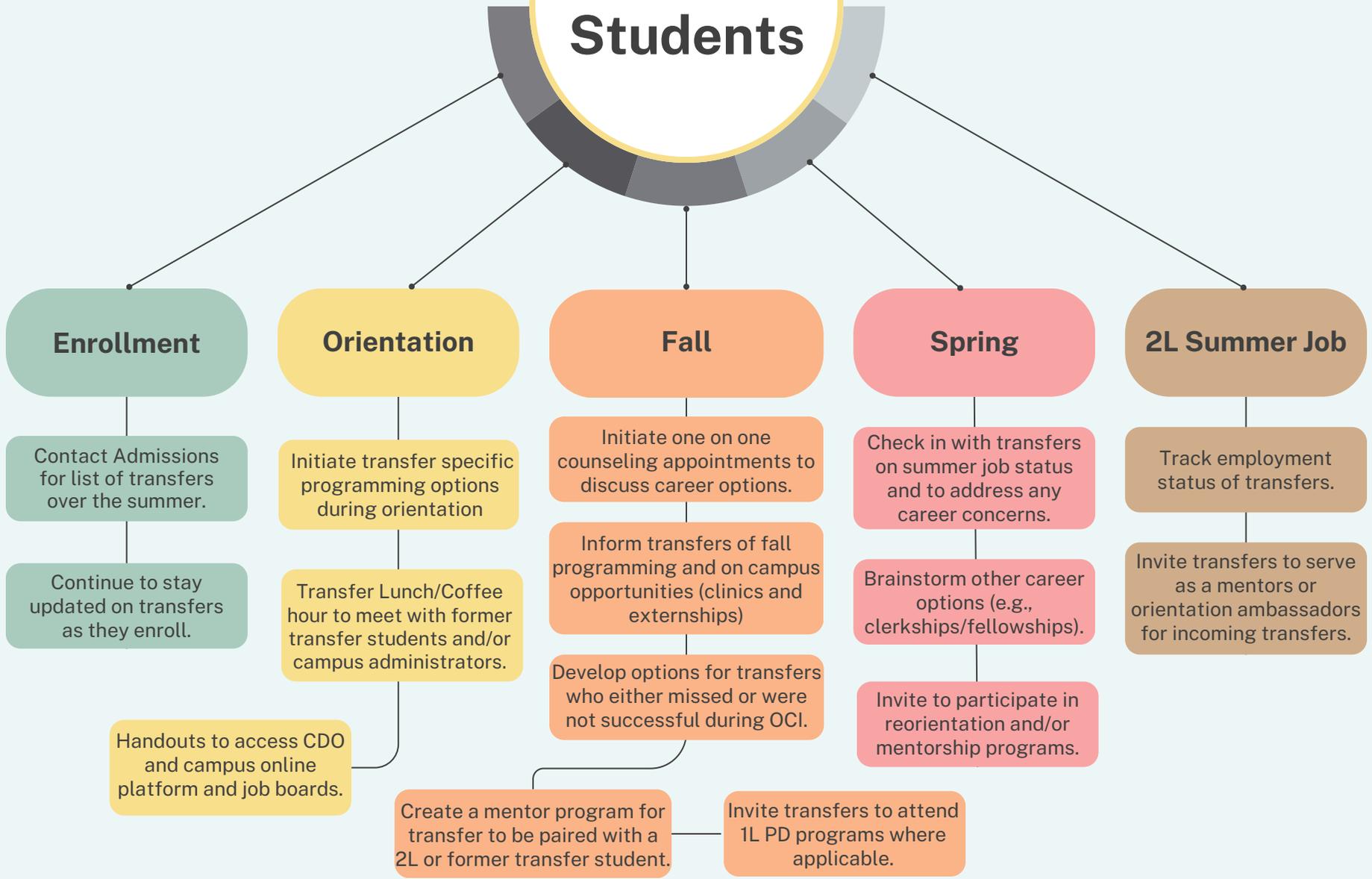
Tip 5

Consider readability and accessibility.

- Include headers and sub-headers for clear topics
- Write short sentences
- Use tables and lists
- Leave 40-50% of page as white space
- Provide descriptions for images

Practice it!
There are many resources online to fine-tune your plain language skills!

Transfer Students



Enrollment

Contact Admissions for list of transfers over the summer.

Continue to stay updated on transfers as they enroll.

Orientation

Initiate transfer specific programming options during orientation

Transfer Lunch/Coffee hour to meet with former transfer students and/or campus administrators.

Handouts to access CDO and campus online platform and job boards.

Fall

Initiate one on one counseling appointments to discuss career options.

Inform transfers of fall programming and on campus opportunities (clinics and externships)

Develop options for transfers who either missed or were not successful during OCI.

Create a mentor program for transfer to be paired with a 2L or former transfer student.

Invite transfers to attend 1L PD programs where applicable.

Spring

Check in with transfers on summer job status and to address any career concerns.

Brainstorm other career options (e.g., clerkships/fellowships).

Invite to participate in reorientation and/or mentorship programs.

2L Summer Job

Track employment status of transfers.

Invite transfers to serve as a mentors or orientation ambassadors for incoming transfers.

1L PINKSHEET

Important Recruitment Dates and Deadlines

OCTOBER

[State Bar of WI Diversity Clerkship](#) Applications Open Oct. 24th; Info Session Oct. 25th
[UW Clinic and Research Positions](#) Email from [REDACTED] (or November)

NOVEMBER

[Midwest Public Interest Law Career Conference](#) (MPILCC) Registration Due
[Public Interest Law Initiative \(PILI\)](#) Opens: November 15 (rolling deadlines)
[TCDIP](#) Diversity Program for 1Ls. Minnesota firms. Opens: November 16 (rolling deadlines)

DECEMBER

Big Law Firm Recruitment Postings Start (also see: NALP Employer Directory)
[DOJ Decentralized Internship](#) Postings start Dec. 1st (varied deadlines)
[Peggy Browning Fellowship](#) Opens _____ (Rolling Deadlines)
Spring On-Campus Interview Applications Open Dec. 21st; Deadline Jan. 18th
[Leadership Counsel on Legal Diversity](#) Nationwide 1L diversity jobs at large firms

JANUARY

[Wisconsin Public Interest Interview Program](#) (WIPIIP) Opens: Jan. 2; Deadline: Jan. 29th
Peggy Browning Fellowship Deadline _____
UW Clinic and Research Positions Application Deadline _____
State Bar of WI Diversity Clerkship Deadline: Jan. 11th

FEBRUARY

Spring On-Campus Interviews: Feb. 6th - Feb. 9th (in-person and virtual interviews)
WI Public Interest Interview Program Interviews: Feb. 15 - Feb. 16th (virtual interviews)
Judicial Internship Informational Session (usually a late February/Early March deadline)

*This sheet is NOT exhaustive. Historically, these opportunities have been among the most popular for students.
[Work with your OCPD advisor](#) to find the best opportunity for you.*

Job Search Resources

JOB POSTINGS

[Arizona Handbook](#), Password: BadgerCareers
For Government (and Public Policy) Positions. It is updated throughout the year as more information becomes available surrounding the programs

PSJD.org

Search among thousands of public service job opportunities and employer organization profiles. Flag and store opportunities and profiles for later viewing. Receive email alerts containing newly posted opportunities that match your pre-selected criteria. Apply directly for jobs via PSJD.

LinkedIn.com

Create a profile or update your profile, and use the job search function. Also use LinkedIn to find attorneys to connect with.

ADDITIONAL NETWORKING RESOURCES:

Wisbar.org Lawyer Advanced Search

Find basic information about attorneys licensed to practice law in Wisconsin. Search by law school to narrow the search to UW Law graduates in other states or in particular practice areas/settings.

Martindale.com

This directory contains listings for more than one million lawyers and law firms.

NALP Employer Directory

The Directory provides specific information on law firms including detailed searches on firms who generally hire 1Ls for the summer

Summer Employment Outreach Chart

Take a look at what summer jobs UW Law School 2Ls and 3Ls have secured in their past summers!

Looking ahead to your 2L Summer:

June: "Fall" On-Campus Interview Program Opens
First-round interviews and callbacks take place August – September 2024