

## MEMORANDUM

**TO** Anna Whitener, NALP Board Liaison, Recruiting Section  
Fred Thrasher, NALP Deputy Director

**FROM** Lynn Ann Herron, 2015-2016 NALP Recruiting Section Chair

**DATE** February 4, 2016

**SUBJECT** NALP Recruiting Section Third Quarter Board Report

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Please find below a report of the Recruiting Section's activities during the third quarter of the 2015-2016 NALP Year.

### Summary

Members of the Recruiting Section are kicking off 2016 with a busy lateral and first-year law student hiring and outreach season. Our most recent section call was held on January 14, 2016. On this call the Section provided members the opportunity to hear an update from our Board liaison and a report from our Vice-Chairs on the Bulletin articles approved and other projects completed and going forward, discussed our plans for 1L hiring and outreach, lateral hiring in the new year and changes to the summer program dates in light of the earlier recruiting season. Further information regarding our discussion and the progress of each of our work groups and vice chairs is outlined below.

In addition, I spoke on the Mid-Atlantic Region call on September 22 and the Regional Resource Council call on October 7 to report on the activities of the Recruiting Section and encourage active participation from the members.

15 members have joined the Recruiting Section since April and I have been reaching out to them to welcome them, encourage their participation and act as a resource.

### Work Groups

#### Annual Education Conference Planning (RFPs)

Vice Chair, Lesli Hutchinson (Proskauer, Los Angeles)

Work for this group was completed in the second quarter. We look forward to seeing the 13 programs that were selected in action in Boston in early April!

#### NALP Bulletin Submissions

Vice Chair, Kathy Schmidt (Wiley Rein, Washington, DC)

Work for this group was completed with the article published in the February Bulletin: *Maintaining an Effective Recruiting Strategy When the Firm is Changing* authored by Irena McGrath. In total, Kathy facilitated the publication of three articles on behalf of the Section.

#### Entry Level Recruitment/OCI

Vice Chair, Nicole Oddo Smith (Dechert, Philadelphia)

This subgroup coordinated a joint call with the Judicial Clerkship Section on November 3. The call consisted of a facilitated discussion on the impact of early clerkship hiring and gap years on law firm recruiting and counseling law students. We also discussed how firms should communicate clerkship policies and how

schools should counsel students when they are interviewing for clerkships. It was a lively and informative discussion. We hope to schedule another call in 2016.

### Lateral Recruiting Subgroup

Vice Chair, Cathy Maiorana (K&L Gates, Boston)

This subgroup will host a call on February 24. A group is currently reviewing and updating the Lateral Hiring Best Practices Guide, with an initial deadline of February 12 to submit edits. A subset of this group is reviewing the Guide to determine if it should be supplemented with information specific to partner recruitment or a separate guide should be created. In addition to Cathy Maiorana, the following members are helping with this project: Kathryn Ball, Lindsay Baumgardner, Dina Billian, Bryan Hauhe, Jack Herzog, Yedida Hiller, Chia Kang, Beth Landers, Christine McWilliams, Lynn Traverse and Mary Wassel.

We will share the draft on NALPConnect and will see member input on our next conference call in early March. Section feedback will be incorporated and the final version will be submitted to the Board before the end of the fourth quarter.

### Small/Mid-Sized Firm Subgroup

Vice Chairs, Soraya Walden (Jackson Walker, Dallas) and Anastasia Cappelli (Stradley Ronan, Philadelphia)

The small/midsized firm subgroup hosted a call on January 19. During that call the members discussed Juggling Multiple Hats including: delegating tasks to other members within your team or other administrative departments within the firm, time management: identifying and pacing your day, after hours: accessibility, remote access, are you always "on the grid", expectations from your firm's management regarding face-time in the office, responsibilities, autonomy, oversight, managing other employees, changes and increase in responsibility and oversight; acknowledgement of increased responsibility, collaborating with other departments (Diversity Committee, Associate Committee, Hiring Committee, Management Committee, Executive Committee, etc.) and trends: Increase in lateral hiring, summer associate hiring, market trends, and practice group trends.

The group will also plan to get members of the small/midsized employer community together at the Annual Education Conference and host a post-conference call to connect and discuss sessions relevant to the group.

### Recruiting Summit Planning Committee Liaison

Lynn Herron (Hogan Lovells, Washington, DC)

The annual Legal Recruiting Summit was held on January 28, 2016 and attendance was at capacity. The Summit included presentations and discussions around how law schools, employers and clients influence the future of legal education and lawyer development, an interactive program on ethical and professional responsibilities within the industry and an insider's view of the market and the fall recruiting survey results. In addition, there were roundtable discussions facilitated by members who tracked "best ideas" which were turned into NALP at the end of the day. Many thanks to my fellow Legal Recruiting Summit Planning Committee Members: David Diamond (Northwestern), Kelly Mixon Morgan (Fish & Richardson), Melissa Maynard Leger (Stanford) and Nicole Lancia (Bryan Cave). Also much appreciate to the table facilitators who were "volun-told", but handled their duties with smiling faces, as all good NALP members do: Adriane Kyropoulos (Duke), Natalie Quinn (Fox Rotschild), Amy Jones Mattock (Georgetown), Caroline Menes (Proskauer), Patrice Hayden (UVA), Lindsay Callentine (Morgan Lewis), Nicole Cohen (Fitzpatrick, Cella),

Alissa Golden (Schulte), Mariel Staszewski (Penn), Lesley Stumphauzer (Freshfields), and Julieta Strubrin (Fenwick).

We look forward to the Lateral Recruiting Summit in June 2016!

### **January Section Call**

Our January call had over 40 members dialed in, but they were not as talkative as they have been in the past. We discussed lateral hiring, 1L hiring and outreach, and offered an opportunity for members to ask questions. Some key points from this discussion and other outreach discussions I have had with members:

- Lateral hiring remains strong and is competitive, particularly in the Corporate/M&A practice. From the discussion it appears that members could use more programming and resources around lateral hiring and the market across regions. There has been a focus on this through the Annual Education Conference and the Lateral Recruiting Summit later this year, and the subgroup should be a resource. The section and our members need to make the most of these resources, but since we know not everyone can attend everything, if there is a way to “package” the materials/recordings from lateral specific programming to be easily accessible to members, I imagine it would be well received from the membership.
- 1L hiring and outreach appears to be picking up again this year. As the 2L recruiting moves earlier, it is evident to our members that we need to be actively engaged with law students as early as possible. This is an area that impacts all members who are responsible for recruiting, whether they are employer or law school members. Members could benefit from some additional data on 1L hiring and outcomes and programming related to hiring and outreach. The Section has incorporated more of this into programming and Bulletin articles in the past two years. However, this may be an area where a “Best Practices” guide or “FAQs” could be useful, including include information on ethical practices within the NALP Principals and Standards.
- Employer members are focused on incorporating new technology into their process, or developing skills with the systems they already have, particularly around HRIS systems and recruiting database software. It could be beneficial to consider a subgroup of the section on technology. Members could be encouraged to share best practices in working with software that is widely used or known or information on their experience in incorporating new systems into their processes and procedures. Again, perhaps a best practices guide or FAQs. A Bulletin article or two could be helpful too. While the software companies offer some support, most of the technology we use is highly customizable and the software companies do not always speak our language as fluently. Members need ways to make their daily workload more manageable, and sharing knowledge on making the most efficient use of our technology could be very helpful.

Our next call is scheduled for March, in advance of the Annual Education Conference. We plan to solicit feedback on the Lateral Recruiting Best Practice Guide, a report from the Small/Midsized and Lateral Subgroup calls and, following the lead of the past two section chairs, will begin brainstorming RFP ideas for the 2017 conference. This practice has been very successful and allowed the Section meeting at the Annual Education Conference to be more productive and help the RFP process be a little less painful.

We hope you found the above summary helpful in providing an overview of our active projects, achievements and member discussions to date.

Please feel free to contact me with any questions you may have.