

MEMORANDUM

TO: Claire Nash, NALP
CC: Rebecca Calman, NALP Board Liaison to the Recruiting Section
FROM: Lindsae Badgerow, 2020-2021 NALP Recruiting Section Chair
DATE: October 22, 2020
RE: **NALP Recruiting Section Board Report – Q3 2020**

Enclosed please find a report of the NALP Recruiting Section’s activities for July, August, September, and October 2020. The Recruiting Section has 450 total members as of October 15, 2020. Twelve new members have joined since the last report on June 22, 2020.

2020-2021 Work Groups Updates:

Below please find the updates for each of the Recruiting Section Work Groups:

- ❖ Annual Education Conference / Bulletin Article and Webinar Planning
Vice Chairs: Shannon Curry (Patterson Belknap) and Alexandra (Alex) Gharghoury (Linklaters)
Member: Janice James (Cooley)
 - There were 11 Annual Education Conference proposals submitted on behalf of the Recruiting Section. The Annual Education Conference / Bulletin Article and Webinar Planning Work Group reviewed these proposals and provided the NALP staff with our recommendations.
 - The bulletin article, “Virtual Summer Programs: Lessons Learned” by Michelle Le Biavant and Lindsae Badgerow, was published on behalf of the Recruiting Section in the October 2020 edition.

- ❖ Environmental Scanning
Vice Chair: Derikka Mobley (Saul Ewing)
Member: Shaina Hearn (Perkins Coie)
 - The Environmental Scanning Work Group is drafting questions to informally poll the membership as it relates to the upcoming OCI season. They plan to pose these questions to NALPConnect to collect aggregate information and facilitate further member discussion.

❖ Lateral Hiring

Vice Chairs: Lisa Pachucki (Seyfarth Shaw) and Kat Davis (Seyfarth Shaw)

Members: Shaina Hearn (Perkins Coie), Emily Lindholm (Faegre Drinker), Katie Ivory (Fox Rothschild), and Michael Nguyen (Greenberg Traurig)

- The Lateral Hiring Work Group is partnering with members of the Experienced Professionals Section on Tuesday, October 27 at noon EST for a collaborative webinar called, “Thriving as a Recruiting Professional During a Recession and Beyond.” This webinar will feature a panel of members offering suggestions and advice, and soliciting member discussion, for ways one can increase their profile both within and outside of their organization.
- This Group is tentatively planning on a follow-up session to this webinar in December 2020, depending on the feedback from this program.
- This Group also plans to focus on soliciting content, authors, and ideas for future NALP bulletin articles.

❖ OCI Forms

Vice Chairs: Jessica (Jessi) Hoffer (Chapman & Cutler) and Isabelle Ting (Cooley LLP)

Members: Ginny Mueller (Husch Blackwell)

- The OCI Forms Work Group has been reviewing and redlining all applicable OCI Forms on the NALP website, with specific attention to the timing shift of OCI from fall 2020 to January 2021.

❖ Recruitment Tools Evaluation

Vice Chair: Fernando Romo (Morrison & Foerster)

Members: Sam Stern (Richards, Layton & Finger) and Shannon Scott (Hodgson Russ)

- The Recruitment Tools Evaluation Work Group met with their Work Group counterparts in the JD Career Advisors and the Diversity, Equity & Inclusion Sections to further advance the Group’s charges. Together they are compiling a list of questions to survey the membership regarding the tools firms use when considering candidates. The goal is to create a list of recommended programs for firms to use during the recruitment process.

❖ Recruiting Director Forum

Vice Chair: Vice Chair Still Needed

❖ Small/Mid-Sized Firms

Vice Chair: Olivia Schmit (Neal, Gerber & Eisenberg)

- The Small/Mid-Sized Firms Work Group has conducted two video calls during the course of the current NALP year.

- The first call discussed the Mansfield Certification and its implications for small/mid-size firms. The call featured a Q&A regarding best practices and things to consider regarding this certification. The second call discussed the 2020 summer program, and lessons learned from hosting a virtual summer program. They also discussed questions, concerns, and changes for the upcoming OCI season.
- This Group is tentatively scheduling a check-in call in February/March 2021.

❖ Federal Law Clerk Hiring Plan

Vice Chair: Meredith O'Keefe (UConn School of Law)

- The Federal Law Clerk Hiring Plan Work Group partnered with the Judicial Clerkship Section to hold a joint call discussing the impact of the Federal Law Clerk Hiring Plan.
- The Judicial Clerkship Section Chair, Michele Hoff, attended the call and provided a contextual overview of the most recent two-year pilot hiring plan and the status of the next plan in the review phase. Please see APPENDIX B for the full report from the call.
- On October 2, 2020, the committee that oversees the Federal Law Clerk Hiring Plan announced that the previous two-year hiring plan will be extended for two more years.
- Meredith O'Keefe posted to NALP Connect to inform section members of the extension of the Federal Law Clerk Hiring Plan.

❖ Member Relations

Vice Chairs: Ashley Julian (Paul Hastings) and Martha Probst (DLA Piper)

- The Member Relations Work Group has drafted and sent a “welcome” email to over 30 new members. This email includes the dates of the section calls for the remainder of the year, along with a request that new members consider getting involved with the Recruiting Section’s various Work Groups.

❖ Knowledge Management

Vice Chair: Liz Granlund (UC Berkeley)

Members: Ginny Mueller (Husch Blackwell)

- The Knowledge Management Work Group as partnered the Vice Chairs in the Knowledge Management Section to review the NALP website, identify resources, and categorizing them for future use. They anticipate working on this project for the remainder of the NALP year.

Member Outreach/Section Calls:

The Recruiting Section held its second Quarterly Call on August 12, 2020. Please see APPENDIX A for the agenda and notes from the call.

APPENDIX A

NALP RECRUITING SECTION QUARTERLY CALL August 12, 2020

Agenda

1. Board Report (Rebecca Calman)
2. Working Group Updates
 - a. Annual Education Conference RFP/Bulletin & Webinar Planning (Shannon Curry, Patterson Belknap Webb & Tyler and Alex Gharghoury, Linklaters)
 - i. The RFP Process closed on 7/24. NALP received 164 proposals; 11 of which were submitted on behalf of the Recruiting Section!
 - ii. Continue developing bulletin content to submit on behalf of the Recruiting Section for the remainder of the year.
 - b. Environmental Scanning (Derikka Mobley, Saul Ewing)
 - c. Lateral Hiring (Kathren Davis, Seyfarth Shaw and Lisa Pachuki, Seyfarth Shaw)
 - i. The Lateral Hiring group is connecting with city groups to identify topics, issues, and areas of interest to turn into webinars and bulletin articles.
 - ii. Planning a webinar focused on the professional development of lateral hiring/recruiting professionals in a COVID-19 world; timing likely in late September/early October.
 - d. OCI Forms (Isabelle Ting, Cooley and Jessica Hoffer, Chapman & Cutler)
 - i. Updates to OCI Forms in light upcoming (and likely virtual) recruiting season.
 - e. Recruitment Tools Evaluation (Fernando Romo, Morrison & Foerster)
 - i. Working in collaboration with the Vice Chairs of the Recruitment Tools Evaluation work group in the JD Career Advisors Section.
 - f. Small/Mid-Sized Firms (Olivia Schmit, Neal, Gerber & Eisenberg)
 - i. Call on Thursday, August 13 to discuss applying the Mansfield Rule in a small/midsize firm setting.
 - ii. Call scheduled in November to discuss recruiting strategies for small/midsize firms.
 - g. Federal Law Clerk Hiring Plan (Meredith O'Keefe, University of Connecticut)

- i. Opportunity to discuss and share concerns with respect to the federal judicial law clerk hiring plan and timeline.
 - ii. Scheduling a call in September to discuss further.
 - h. Member Relations (Ashley Julian, Paul Hastings and Martha Probst, DLA Piper)
 - i. Drafting email reaching out to new Recruiting Section members welcoming them and encouraging them to get involved.
 - i. Knowledge Management (Liz Granlund, UC Berkeley)
 - i. Working in collaboration with the Vice Chairs of the Knowledge Management Implementation Work Group to identify & categorize recruiting resources on the NALP website.
- 3. General NALP Updates
 - a. 2020 Diversity, Equity & Inclusion Virtual Summit – Wednesday, October 7: Include live and recorded sessions, Q&A with speakers, roundtable discussions, and time for networking with your peers. Register on the NALP website.
 - b. All Member Town Hall: PULSE III Survey Results – Tuesday, August 25 at 4:00 p.m. ET. Register on the NALP website.
 - c. All Member Town Hall: Small and Solo CSOs – Tuesday, September 1 at 4:00 p.m. ET. Register on the NALP website.
- 4. Future Section Meeting Dates:
 - a. Tuesday, November 10 at 2:00 pm ET
 - b. Wednesday, February 10 at 4:00 pm ET
- 5. Open Discussion

APPENDIX B

Meeting on the Impact of the Federal Law Clerk Hiring Plan

September 17, 2020

Conducted via Zoom

27 Attendees Listed Below (20 from Recruiting Section, 7 from Judicial Clerkship Section/School Side)

Key Takeaway Points on the Impact of the Federal Law Clerk Hiring Plan:

- Some firms have not seen much of an impact from the hiring plan. That is true especially for firms who hire a large number of state court clerks or who hire primarily lateral candidates after their clerkships.
- Firms frequently question whether candidates with gap year clerkships will return to their associate positions after their clerkships. They find it difficult to track candidates with these clerkships and it creates an increased burden to properly manage their incoming associate numbers.
- Some firms have found summer clerkship interviews to be a bit disruptive. Missing work for interviews produces an increased level of stress for summer associates/clerkship applicants to get their assignments done as they attempt to be well prepared for clerkship interviews (which often happen on a very tight turnaround time).
- Video interviewing options have been helpful to firms as they have minimized the amount of time summer associates were "away" from work for their clerkship interviews.
- Firms liked having a somewhat predictable window of time when clerkship interviews were likely to happen. It allowed them to plan some of their key summer events (trainings, etc.) around the "peak" of interviewing season.
- Some firms liked having interviews in the summer as it allowed the firms to more fully support summer associates who had secured interviews. Some reported having associates and partners conduct mock interviews or to help facilitate connections for their candidates. This support would likely not be as robust if it happened outside of the summer.

Attendees:

Michele Hoff, Meredith O'Keefe, Lindsae Badgerow, Melissa Lennon, Martha Clapper, Anna White, Amber Lowe, Alexis Fox, Heather Karson, Kristen Davis, Shannon Curry, Martha Probst, Rob Hashimoto, Mary Beth Moore, Amber Carter, Angela Dew, John Arden, Jenny Li, Benson Lee, Meghan Pier.

Judicial Clerkship Section/School side members: Greta Trakul, Julie McLaughlin, Susan Staab, Marilyn Drees, Amy Nixon, Rochelle McCain