

# MEMORANDUM

**TO:** NALP

**CC:** Rebecca Calman, NALP Board Liaison to the Recruiting Section

**FROM:** Melissa Meyer (Venable) and Alexandra Gharghoury (Brown Rudnick),  
2021-22 NALP Recruiting Section Chairs

**DATE:** March 17, 2022

**RE:** **NALP Recruiting Section Board Report – March 2022**

Enclosed please find a report of the NALP Recruiting Section's activities for February 2022 – March 2022. The Recruiting Section has 490 total members as of March 14, 2022. Eleven new members have joined since the last board report on February 3, 2022.

Our section members continue to manage busy workloads with lateral associate recruiting, 1L hiring, campus engagement, OCI registrations and summer associate program planning all underway.

As we are at the end of our term as Recruiting Section leaders, we have provided recommendations for changes to work groups and charges. The success of our work groups would not have been possible without our vice chairs, whose input has been solicited and included for leadership of the section for the next NALP year.

Our final section meeting will be on **Thursday, March 24, 2022 at 3:00pm ET.**

## 2021-22 Work Groups Updates:

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

### I. Annual Education Conference / Bulletin Article and Webinar Planning

*Vice Chairs: Olivia Schmit (Sidley Austin) and Pete Van Name (Selendy & Gay)*  
*Members: Lindsay Howard (Wolf, Greenfield & Sacks) and Katie Ivory (Faegre Drinker)*

The vice chairs continued follow-up from their call for Bulletin+ articles in December 2021. They are working to confirm proposals, submission logistics, and connect co-authors. Additionally, they are working to ensure that content is spread across issues for the remainder of the fiscal year and into the 2022-23 year to get the new section and vice chairs up for a strong start.

The work group has also started requesting proposals for the 2023 AEC.

Vice chair recommendations for 2022-23 include the following: Olivia Schmit suggested content for the upcoming NALP year to be focused on restructuring law firm recruitment departments to reflect the changes in the lateral hiring market. This could be a webinar, article, or AEC proposal. We see this as a good opportunity to collaborate with the Recruiting Director Forum. Olivia is happy to work on this with whomever leads the section on developing this content.

***Olivia Schmit has also volunteered to stay on as co-vice chair for the work group or lead in another capacity for the recruiting section.***

### II. Environmental Scanning

*Vice Chairs: Molly Isken (Paul Hastings) and Renee Nilsen (University of North Dakota School of Law)*

The Google Doc tracking [Summer/OCI in-person recruiting, return to office and work from home policies](#) is still live. The vice chairs have shared the tracker in NALPConnect and have plugged it at recruiting section meetings. Updates are ongoing as office updates and guidance evolve.

The group continues to solicit additional requests for environmental scanning that would be helpful to the section.

In collaboration with Member Relations, the group hosted a second “**Connect & Cultivate**” virtual networking session for section members on **March 16**. The vice chairs had an open discussion about summer program plans, return to office and hybrid arrangements, and goals for the next recruiting season. An invitation was posted on the NALP events page and NALPConnect. We had a great turnout with over 20 attendees discussing their plans.

Vice chair recommendations for 2022-23 include the following: it would be best for the work group to be led by both a law firm and law school representative. They recommend shifting the charges towards understanding how both firms and schools are meeting the demand for hybrid programming and engagement in a post-Covid workplace.

Additionally, the joint effort with the Member Relations work group provided a good opportunity to cross charges and work collaboratively. They recommend continuing collaboration efforts in the next year, whether it is with Member Relations or another section/work group.

*Renee Nilsen is happy to stay on as co-chair if helpful for the section.*

### **III. Lateral Hiring**

*Vice Chairs: Wanda Woods (Ropes & Gray) and Michelle Le Biavant (Perkins Coie)*

The vice chairs met on February 15 to discuss additional charges and programming for the remainder of the year.

Vice chair recommendations for 2022-23 include the following: host a webinar focused on partner recruiting trends and challenges. In addition, they discussed potentially hosting a panel with senior partner recruiters to discuss the path to their current roles, as well as the skillsets needed to be effective.

Another topic of interest to focus on is integration, especially now that firms are returning to the office and new hires are going in for the first time. Wanda also suggests a survey to the NALP community asking them to tell us which topics or information would be useful to them as it relates to lateral recruiting.

*Wanda Woods is happy to stay on as co-chair if helpful for the section.*

### **IV. OCI Forms**

*Vice Chair: Jessica (Jessi) Hoffer (Chapman & Cutler)*

*Member: Nicole Wanzer (Morrison & Foerster)*

There are no additional updates following the work group sharing updated OCI forms on July 20. Updated forms were posted to the NALP website: <https://www.nalp.org/forms>.

Vice chair recommendations for 2022-23 include the following: monitoring any new trends and needs that arise out of virtual and hybrid interviewing trends.

## V. Recruitment Tools Evaluation

*Vice Chair: Erica Asher (Covington)*

*Members: Liz Mrowiec (Chapman & Cutler), Fernando Romo (Goodwin), Shannon Scott (Hodgson Russ) and Sam Stern (Richards, Layton & Finger)*

Feedback and vice chair recommendations for 2022-23 include the following: collaborating with the JD Career Advisors and DE&I sections meant that there were a large number of people involved in this initiative. It was difficult to get everyone (vice chairs and members) together to dole out responsibilities to so many people. After some time, the group ended up defaulting to just the vice chairs meeting to determine objectives, make decisions, and take on responsibilities. Perhaps if there were more objectives than updating the guide, it would have been easier to divvy up responsibilities.

***Erica Asher would be interested in supporting the recruitment section next year, perhaps in another capacity.***

## VI. Recruiting Director Forum

*Vice Chairs: Alison Ketabchi (Baker Botts) and Caroline Menes (Sheppard Mullin)*

*Members: Dyana Barninger (Faegre Drinker), Chuck Curtis (Pillsbury Winthrop Shaw Pittman), Amanda Leslie (Arnold & Porter), Lauren Marsh (Akin Gump), Natalie Quinn (Fox Rothschild), and Nicole Wanzer (Morrison & Forester)*

The group will convene **another Recruiting Director Forum in April 2022.**

Recruiting Section co-chair recommendations for 2022-23 include the following: given the often-busy workloads many directors have, we recommend identifying a junior recruiter to support the vice chairs in scheduling quarterly meetings, circulating zoom links and keeping track of member participants. It would also be beneficial to broaden the invitations to peer recruiting directors to participate. Our sense is that the meetings the Forum held this year were very beneficial, and it would be ideal to include more members, perhaps by advertising the meetings on the NALP events page.

## VII. Small/Mid-Sized Firms

*Vice Chair: Kelly Bahiraei (Bass, Berry & Sims)*

There are no updates for this section. In January 2022, Kelly transitioned back to career advising at Vanderbilt University where she is no longer working directly with the law school.

Recruiting Section co-chair recommendations for 2022-23 include the following: re-invigorate the good efforts that the work group coordinated in 2021 by identifying a strong leader for 2022-23.

## VIII. Federal Law Clerk Hiring Plan

*Vice Chair: Sam Kasmarek (Bousquet Holstein)*

There are no additional updates following the work group sharing the 2022 clerkship recruiting timeline. Applications for the 2023 JD class opened on **February 3, 2022**. Applications will be released to participating judges on June 13, 2022 and interviews can begin on June 14, 2022.

Recruiting Section co-chair recommendations for 2022-23 include the following: we are of the mind that we do not need this work group going forward. Sam did a great job keeping the section updated regarding application deadlines and interview timings, but there was not much more to do beyond that.

## IX. Member Relations

*Vice Chairs: Kara Barnachea (Venable) and Laura Chavez (Arnold & Porter)*

The work group receives updates of new section members and sends a welcome email each month. The email includes the dates and logistics of section calls and encouragement to newmembers to join a work group.

In collaboration with Environmental Scanning, the group hosted a second “**Connect & Cultivate**” virtual networking session for section members on **March 16, 2021**. The vice chairs had an open discussion about members’ summer program plans, return to office and hybrid plans, and goals for the next recruiting season. An invitation was posted on the NALP events page and NALPConnect. We had a great turnout with over 20 attendees discussing their employer’s plans and feedback their hearing so far.

Vice chair recommendations for 2022-23 include the following: reaching out to Maria Krupinsky (Legal Recruiting Manager, Venable LLP) and Sarah LaFleur (Recruiting Coordinator, Venable LLP) for vice chairs roles supporting any work groups in the section.

## X. Knowledge Management

*Vice Chair: Elizabeth (Betsy) Key (Vanderbilt Law)*

The work group is in a holding pattern until the broader Knowledge Management team reconvenes.

There are no recommendations at this time.